

## Visma Advokater AS

### STANDARD CONDITIONS

#### 1. Client

The person which has addressed Visma Advokater AS will be understood as client and employer after this agreement. If the assignment is performed to a company, the person that engages Visma Advokater AS is responsible for having the power to commit the company. The same person also is our contact if not agreed otherwise.

#### 2. Lawyer

It is stated in the Assignment Letter which lawyer will fulfill the assignment. The lawyer in charge of the assignment may engage additional lawyers if this is necessary due to the scope of the assignment or if there is a need for special expertise.

#### 3. Assignment

The scope of our assignment is stated in the Assignment Letter. If the assignment is changed or extended at a later time, we will send a written confirmation on this.

#### 4. Conflict of interest – identification of clients

Based on the description of the assignment, we confirm that we can take on this assignment and that we have no conflict of interests. As long as the assignment is active, we will not assist other persons involved in the case where this will be in conflict with our assignment.

Because of the Norwegian Money Laundry Act, we are in some cases instructed to perform an identity control of our clients. In order to do this it may be necessary to gather different identity papers etc.

#### 5. Code of Conduct

The assignment will be performed according to the Norwegian Lawyers Association's Code of Conduct which is statutory of the Norwegian Court Act section 224. All employees in Visma Advokater AS are subject to professional secrecy.

We assume that Visma Advokater AS is excused from this professional secrecy in the extent it is necessary to address third parties to perform the assignment.

#### 6. Fee, refund of outlays and invoicing

The lawyer's fee is based on standards passes by the Norwegian Lawyers Association. This implies that the fee for our work mainly is based on the elapsed time, complexity, experience and skills to the lawyer handling the case, and the extent of the case.

Our recommended hourly rate is at present NOK 1 800 – NOK 2 600 for senior lawyers and NOK 1 350 – NOK 1 800 for junior lawyers (ex VAT).

Members of Visma purchasing collaboration achieves 20% discount on our prices, see [visma.no/innkjopssamarbeid](http://visma.no/innkjopssamarbeid).

Potential outlays, such as travel expenses, charges to public registers etc will be fully invoiced. Reinvoicing of outlays normally involves VAT on the outlay.

Unless agreed otherwise, our work is invoiced once a month and after closure of the assignment. Payment is due 10 days after the invoice date.

Fees and outlays to any subcontractors, for example lawyers with other special fields, will be invoiced fully in the case such fees and outlays are not invoiced you directly from the subcontractor.

If a lawsuit is lost, the client risks to be liable to cover the opponent's legal costs and the court's charge. This is the client's own responsibility. If a court decision states that the opponent is liable to cover your costs, but with a lower sum than (will be) invoiced by us, the client is liable to pay the excess. We reserve the right to claim a lower legal cost from the opponent than we will claim/ have claimed from the client, and the client is in such cases liable to pay the excess.

#### 7. Liability

Even though we have given our opinion on the outcome of the case, this does not imply that we have any liability if this result is not achieved.

If liability to pay damages is stated, our liability is limited to our insurance coverage.

#### 8. Right to Lodge Complaints

In the case of complaint on the assignment or the fee, we ask you to first address the matter to one of our lawyers, primarily the supervising lawyer.

Moreover, it is possible to have the Disciplinary Board within the Lawyers Association to assess whether the assignment is fulfilled in accordance to the Lawyers Association's Code of Conduct. Further it is possible to complain to the same board if the fee is considered unreasonable. The quality of the performance normally can not be assessed by the Lawyers Association.

Complaints to the Lawyers Association must normally be submitted within six month, counted from the time the complainant received or should have received knowledge about the circumstances the complaint is based upon. The complaint must be addressed to the relevant regional Disciplinary Board of the Lawyers Association as a first instance. Decision from this board may be appealed to the Disciplinary Committee.

The Lawyers Association's Code of Conduct and further information about the complaint process is found at the website [www.jus.no](http://www.jus.no) under the tab "Råd og rettshjelp".

#### 9. Miscellaneous

Our work may i.a. be based on information earlier given to Visma Services Norway AS in accordance with accounting services.

Visma Advokater AS may post information on external seminars and other information to the client which may be relevant for his business or interesting for the client in other respects.

#### 10. Accept

Our Standard Conditions are considered accepted if not notified us differently by the client within a week from the date of the Assignment Letter.