H Law

TERMS AND CONDITIONS

1. Identity and professional status. H Law SRL ("**H Law**") is the sole contracting party for all legal services provided by its lawyers and other professionals. H Law SRL is a limited liability company incorporated under Belgian law, with company number 0831.134.701 and registered offices in Belgium.

The lawyers providing services through H Law are attorneys at law registered with the Ordre des barreaux francophones et germanophone ("**OBFG**") and are subject to the rules of professional conduct, including those relating to independence, loyalty, professional secrecy and conflicts of interest.

2. Applicability. These Terms apply to all services provided by H Law, unless expressly agreed otherwise in writing. Any terms and conditions of the client are excluded.

3. Fees. Unless agreed otherwise, fees are calculated based on hourly rates, depending on the seniority and expertise of the professional involved. All fees are exclusive of VAT (21%). Advances may be requested.

4. Costs and expenses. All costs incurred on behalf of the client (including court costs, bailiff fees, expert fees, travel expenses and third-party services) will be charged to the client.

5. Invoicing and payment. Invoices are payable within thirty (30) calendar days. Late payment gives rise to statutory interest and an administrative fee of EUR 100 per reminder. H Law may suspend its services in case of non-payment.

6. Conflicts of interest. H Law complies strictly with the OBFG rules on conflicts of interest and may withdraw from a matter if a conflict arises. If the client is aware of any such conflict, the client must notify us thereof immediately.

7. Professional liability and insurance. H Law's liability is limited to the amount covered by its professional civil liability insurance, in accordance with Article 6.2 of the OBFG Code of Conduct. If insurance coverage does not apply, liability is limited to cases of gross negligence or intentional fault and to the amount of fees invoiced and paid in the relevant matter in the 12 months preceding the cause of liability.

8. Termination of instructions. You may terminate your instructions to us in writing at any time. We are entitled to keep all your papers and documents while money is owing to us. We will decide to stop acting for you only with good reason (which we will communicate to you if we are able) and on giving you reasonable notice. Failure to pay bills in accordance with these Terms would constitute good reason.

9. Professional secrecy and data protection. All information covered by professional secrecy is treated confidentially. Personal data is processed in accordance with GDPR.

10. Electronic communication and cloud storage. The client accepts the use of electronic communication and secured cloud services, including for documents subject to professional secrecy.

11. Intellectual property. All intellectual property rights in work products remain with H Law, unless agreed otherwise in writing.

12. File retention. Files may be archived or destroyed after expiry of applicable legal and professional retention periods.

13. Governing law and jurisdiction. Belgian law applies. Any dispute falls under the exclusive jurisdiction of the French-Speaking Enterprise Court of Brussels.

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