

Transactional Fee Schedule

Compliance Fees:

Fee	Amount	Explanation
Compliance review fee	£50 per annum, per individual	Registering each individual on a client due diligence (CDD) database and running screening checks
Document certification video call	£100	Subject to prior agreement. Conditions apply
High risk compliance fee	£500 per annum (minimum)	Charged per individual designated as high-risk by us or by a third party provider (e.g. bank, custodian) or where there is a connection to a high risk jurisdiction or industry, for additional compliance monitoring
Politically exposed person (PEP) fee (local)	£500 per annum (minimum)	Charged per individual designated as a UK or Crown Dependency PEP by us or by a third party provider (e.g. bank, custodian) excluding third party fees
Politically exposed person fee (international)	£750 per annum (minimum)	Charged per individual designated as an international PEP by us or by a third party provider (e.g. bank, custodian) excluding third party fees
Tax compliance monitoring fee	£100 per individual per annum	Reviewing an individual's data to determine whether we are required to submit their account data to tax authorities under CRS/FATCA etc
Tax reporting fee (CRS/FATCA)	£50 per annum per individual per report	Where we are required to report an individual's account data under CRS or FATCA
Tax reporting fee (French)	£175 per report	Where we are required to report an individual's account data to French tax authorities. This includes annual reports and event reports (creation, modification & closure of trusts & sub-funds)
Tax reporting fee (Guernsey)	£150 per annum	Completion of employee tax instalment (ETI) returns
Tax reporting fee (US)	£500 per annum	Where we are required to report to the IRS trust information in relation to US connected persons
LEI fee	Registration fee of £150 plus disbursements Annual fee of £100 plus disbursements	Registration and annual licence renewal with issuer e.g. LSE

Beneficial ownership reporting fees:

Fee	Amount	Explanation
Trust registration service (e.g. UK & Ireland)	£150 per annum	Reporting to tax authorities (e.g. HMRC) re individuals who beneficially own specified property in that jurisdiction
Register of Overseas Entities	£500 per annum plus disbursements	Fee for liaising with verification and registration agent as to beneficial ownership disclosures, approving and minuting the engagement letter (Concept is not able to provide a verification service)
Economic substance reporting	Time spent	Applies to BVI and Guernsey companies and limited partnerships (and foreign entities operating in the BVI and Guernsey) for liaising with the registered/resident agent and collation and annual submission of economic substance information to the tax authority

Banking / Payment Fees:

Fee	Amount	Explanation
Opening of a bank account	£300 minimum plus disbursements	Required for stand-alone structures where our pooled bank accounts are unable to be used
Operation of bank account	£75 per annum plus disbursements	Fee for operating and reconciling bank accounts including pooled accounts
Payment fee	£25 per payment	Processing fee for payments, including quarterly ETI payments

Fiduciary transfer or termination fees:

Fee	Amount	Explanation
Company or stand alone trust transfer or termination fee	Time spent (£3,500 minimum)	Transfer of a company or stand alone trust to another provider or termination of product

Other Fees:

Fee	Amount	Explanation
Co-trustee fee	£250 per annum	Only if we are required to appoint a second Concept entity trustee e.g. to hold UK property or to provide control on a RATS
Office of the Data Protection Authority (ODPA) registration fee	£150 per annum plus disbursements	Mandatory registration of a Guernsey company with the ODPA
Change of named beneficiaries or letter of wishes	Time spent	To add or remove someone as a beneficiary on your trust or change your letter of wishes
Capital/income distribution processing	Time spent	For the establishment of a standing order or the making of manual payments
Other	Time spent	Work outside the scope of any of the fees listed above
Third party expenses	As charged by the third party	All third party expenses such as bank transaction charges, courier fees, translation fees, Guernsey Registry filing fees, investment advisor fees etc will be deducted from the client's assets administered by us or invoiced as a disbursement

Time Spent Charges:

For work performed outside of the scope of the above

Fee	Amount
Director	£408 per hour
Senior Manager	£384 per hour
Manager	£324 per hour
Assistant Manager	£288 per hour
Senior Client Services/ Accountant/ Compliance	£204-£240 per hour
Client Services/Bookkeeper	£120-£168 per hour

1. Proportionate fees will be charged for any work undertaken on an aborted or pending transaction.
2. Higher fees may be charged when circumstances surrounding a transaction are unusually complex or time consuming. Where possible these increased fees will be advised in advance of fees being levied, but this will not always be possible.
3. A minimum cash balance will be required to be held within the structure to allow for payment of our fees or expected third party expenses.
4. All fees are subject to change.