

TERMS & CONDITIONS

Our terms and conditions of business shall apply to all client relationships and assignments undertaken by Alpha Attorneys unless otherwise specifically agreed in writing.

Establishment of client relationships

When establishing a client relationship with Alpha Attorneys it is a condition that the client relationship is confirmed in writing and/or that a specific letter of engagement is accepted by the client. Any client relationship is subject to these terms and conditions.

According to the Act on Measures to Prevent Money Laundering and Financing of Terrorism it is our duty as a law firm to collect identity information from all our clients. When creating of a new client relationship we are required to receive documentation of name, address, social security number / company registration number and ownership information. We keep identity information for a minimum of five years after termination of the assignment and/or the client relationship.

Conflicts of interest

Prior to the establishment of any new client relationship or the commencement of a new assignment Alpha Attorneys always facilitate an inquiry about whether disqualification or a conflict of interest applies that will cause Alpha Attorneys not being able to represent the client or undertake the assignment.

Confidentiality & insider trading rules

Professional confidentiality applies to all co-workers and partners regarding all information received in relation to a client or an assignment. Furthermore, we have introduced an internal code which applies to all co-workers and partners which prohibits any forwarding of internal knowledge or information about listed companies and restricts trade with listed securities.

Communication

Our correspondence is carried out by digital media, including e-mail. Our e-mail correspondence is not encrypted and Alpha Attorneys cannot be liable for any virus, unauthorized changes, unauthorized surveillance, forgeries or any other consequences hereof.

Intellectual property rights and marketing

Alpha Attorneys reserve all copyrights and other intellectual property rights with regards to the work and materials, which we have created, designed, generated or otherwise developed in relation to our advice and/or an assignment undertaken.

When the representation and/or assignment has been completed Alpha Attorneys are for marketing purposes entitled to refer to the fact that we have represented the client, including representing the client with a specific assignment.

Legal Fees and invoicing

Unless otherwise agreed in writing we invoice according to hours spent on the assignment. Our current hourly rate is published at our homepage www.alphaattorneys.com. When invoicing we will always take various factors into consideration including the value of the assignment, the extent and complexity of the assignment, the outcome, the time spent, and the risk and liability associated with the assignment.

Our payment deadline is within 14 days from the billing date after which date the client must pay interest in arrears according to the Danish Interest Act.

Filing and storing of client files

No later than at the completion of the assignment any original documents will be returned to the client. Subsequently, all other client files will be archived and stored for at least three years after the completion of the assignment. Then, the client files will be properly shredded.

Liability and insurance coverage

Alpha Attorneys are liable for our advice to clients in accordance with the general rules of Danish liability law. Alpha Attorneys hold statutory professional liability insurance with a recognized insurance company. Our liability for any legal services provided is limited to the policy limit including any deductible under our professional liability insurance. Claims can only be filed against Alpha Attorneys and not against any individual partner or co-worker. Alpha Attorneys are not liable for any consequential damages, including but not limited to loss of operating profit, time, data, goodwill, reputation or any other indirect loss, including loss of business or otherwise.

Alpha Attorneys are not liable for any errors or mistakes made by other advisors referred to by Alpha Attorneys. Furthermore, Alpha Attorneys are not liable for errors or mistakes made by subcontractors who are assisting with the assignment according to agreement with the client.

Disputes and jurisdiction

Alpha Attorneys is subject to the [Code of Conduct for The Danish Bar and Law Society](#). The professional code of conduct is published at www.advokatsamfundet.dk. In case of dissatisfaction with our advice or work on an assignment the responsible partner should always be contacted. Complaints regarding our advice and/or our fee can be filed with the General Council of the Danish Bar and Law Society (Advokatrådet/Advokatnævnet).

Any disputes regarding the advice or work of Alpha Attorneys is subject to Danish law and must be solved at the Danish courts of law.

Termination of client relationships

The client relation can at any time be terminated by Alpha Attorneys as well as by the client. If Alpha Attorneys terminate a client relationship it will always be done in accordance with the rules of the Code of Conduct for The Danish Bar and Law Society and in such a manner that the client is not prevented from seeking timely other legal representation in a timely way and without any damaging effects. However, Alpha Attorneys are entitled to fee and reimbursement of costs incurred for the time until the termination of the client relationship.

If the client relationship has not been active for 18 months Alpha Attorneys are entitled to consider the client relationship terminated and Alpha Attorneys are entitled to seek new client relationships in accordance with the rules of the Code of Conduct for the Danish Bar and Law Society and applicable law.