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New Companies Instalment Plan Supplement

Europe Services, SE and REP27 LTD — version 1.0, 25 October 2026. This supplement completes the EU Representative Services Agreement for designations paid under the «New companies» annual instalment plan. It applies to every order placed under that plan, including orders created by us on the client's request and orders that start with a free trial.

Where this supplement conflicts with the Agreement, this supplement prevails for the instalment plan. In everything else the Agreement applies.

1. Nature of the plan

The plan is a way of paying the annual fee of a Base, Standard or Multi plan, for the EU, for the UK or for both, in monthly instalments, without interest and without any surcharge. The number of instalments is chosen at checkout among those offered on the order form, normally from two to six; where we create the order on the client's request we may agree a different number, up to twelve. The plan is not monthly billing under section 7 of the Agreement and it is not a loan or a credit agreement: we lend no money, and the client pays the annual fee in parts. The services, the documents and the designation are exactly those of the chosen plan paid in a single payment.

2. Who can use it

The plan is reserved for companies whose date of incorporation, as recorded in the official company register of their country, falls in the calendar year in which the order is placed. It is offered to businesses for the purposes of their trade. In each calendar year the plan can be ordered from 1 January until the last day of the month that we set for that year and show on the order page. We may end or change the promotion for future orders at any time; orders already placed continue under the terms accepted with them.

3. Check of the date of incorporation

At checkout the client states the company name, the country, the registration number and the date of incorporation. We check them against the public company register, directly or by an automated search followed, where needed, by a check by our staff. Where the company cannot be found in the register or the date found is different, the client may declare, under its own responsibility, that the date stated is correct; the declaration is recorded with its date and time and is reviewed by us before the designation is approved. We may ask, at any time during the first year, for a certificate of incorporation or an extract from the register. If the date of incorporation does not fall in the eligible year, or the declaration proves untrue, we may: (a) before approval, decline the instalment plan and

refund what was paid under it; or (b) after approval, ask the client to pay the remaining balance of the annual fee in a single payment within fourteen days. Giving false information in the order is also a ground for termination under section 8 of the Agreement.

4. Annual commitment

The plan is an annual commitment of twelve months. The annual fee shown at the time of purchase is divided into the chosen number of equal monthly instalments; any rounding cent is added to the first instalment. All instalments of the year remain due even if the client stops the renewal, stops using the service or asks to end the designation before the end of the year, except where sections 10 and 12 provide otherwise. Stopping the renewal takes effect from the following year.

5. Payment schedule

The first instalment is paid at checkout or, with the free trial, at the end of the trial. Each following instalment is charged automatically one month after the previous one, on the same calendar day as the first payment; in a month without that day, on its last day. The dates therefore start from the day on which the first instalment is actually paid. The full schedule, with dates and amounts, is sent by e-mail when the designation is approved and is always available in the client area. Before each automatic charge the client receives an e-mail reminder two days in advance. An invoice or receipt is issued for each instalment received.

6. Payment method and authorisation

Payments are processed by Mollie B.V. By paying the first instalment the client authorises us to charge the following instalments of the schedule, and those of the following years unless the renewal is stopped, to the same card or payment method. The client keeps the payment method valid and funded. On request to info@gdprrepresentative.com the client may pay the remaining instalments early; no discount applies.

7. Currency and VAT

The contractual price is always the amount in euros (EUR). Where VAT is charged under section 7 of the Agreement, the instalments are charged in euros and include VAT. Where the client chooses to pay in another currency offered at checkout, an option available only where no VAT is charged, each instalment is converted from its euro amount at the most recent euro reference rate published by the European Central Bank at the time of that charge. The amount in the other currency may therefore vary slightly from one instalment to another, while the euro amount never changes. Conversion charges of the client's bank or card issuer are borne by the client.

8. Free trial

Where the order page offers it, the plan may start with a free trial of seven days, with no card required. During the trial the designation is active and publicly verifiable. The first instalment falls due on the last day of the trial and the payment link is sent by e-mail; the schedule starts from the day on which it is paid. If the first instalment is not paid by the end of the trial, the trial ends, and the designation is suspended and then revoked as for any other free trial. No grace period applies to the first instalment.

9. Late or failed payment

If an instalment from the second onwards is not received, the client is told by e-mail and receives a link to pay it. We try the charge again automatically after three days, up to two further attempts. The designation stays active for eight days from the first failed attempt. If the instalment is still unpaid after those eight days, the designation is suspended: the verification page shows it as suspended and it no longer covers the company, and the client is told by e-mail. Paying the overdue instalments reactivates the designation immediately. Suspension does not cancel the instalments: they remain due. If any amount is still unpaid sixty days after the suspension, we may terminate the designation and revoke it; the instalments of the year then remain due and may be recovered.

10. Ending the designation during the year

The client may ask at any time to end the designation; we then revoke it, but the instalments of the current year remain due. If we end the service during the year for a reason that is not attributable to the client, the instalments not yet due are cancelled and any amount paid for the period after the end is refunded in proportion. Where the client is a consumer, section 13 of the Agreement applies.

11. Renewal

From the second year the plan renews in the same number of instalments, at the renewal fee shown at the time of purchase, as a new twelve-month commitment. Thirty days before the designation expires, the client receives by e-mail the schedule of the new year. The first instalment of the new year is charged ten days before the expiry date, so that the designation never lapses; when it is paid, the designation is extended by twelve months. The client may stop the renewal at any time from the client area or by writing to info@gdprrepresentative.com, with no notice period; a stop received before the first instalment of the new year is charged prevents the new year from starting. Changes to renewal fees follow section 7 of the Agreement.

12. Changes of plan

A change of plan during the year, such as a move from Base to Standard, is agreed in writing with us. The difference in price is calculated for the remaining term under section 7 of the Agreement; the instalments already scheduled continue unchanged unless we agree otherwise in writing.

13. Records

We keep the schedule, the payments, the result of the register check and any declaration of the client for the duration of the designation and for the periods required by law, as section 11 of the Agreement provides.

14. Governing law

Section 15 of the Agreement applies. The choice of law does not deprive a consumer of the protection of the mandatory rules of the country where they reside.

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