



VERBATIM

FREQUENTLY ASKED QUESTIONS

WHAT SERVICES DOES VERBATIM PROVIDE?

Verbatim offers a single point of contact, fixed fee pricing, and a unique technology-enabled methodology that allows multinational companies to seamlessly manage annual and routine subsidiary compliance. We focus on entity life cycle management, from enhancing internal compliance structures to capturing business justifications and approvals through the central management of entity data, local counsel invoices, and spend analysis. Moreover, clients retain full control over, and visibility into compliance activities, and can follow the status of ongoing matters, track scheduled events, and monitor costs. Verbatim simplifies subsidiary compliance so clients can focus on more strategic issues of importance. Specifically, Verbatim assists its clients with the following matters: global entity management, annual maintenance of global subsidiaries, data management, data remediation, entity "health checks", director changes, POAs, incorporations, dissolutions, and much more.



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GLOBAL COMPLIANCE

HOW DOES VERBATIM MAKE THE PROCESS MORE EFFICIENT?

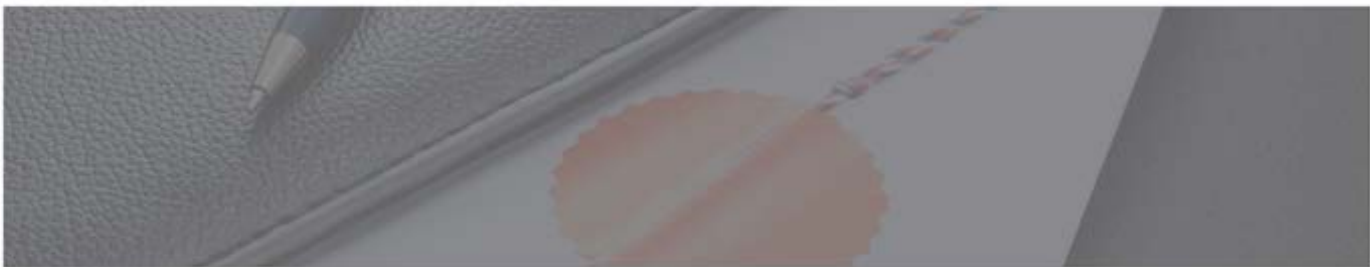
Verbatim compliance teams take a very active role in coordinating substantive compliance matters. In most cases, we provide the first draft of compliance documents - drawn from our library of jurisdiction requirements and forms - for validation by local counsel. This eliminates the all too common "drafting exercise" by local counsel and reduces the hours of billable time. Moreover, the dedicated Verbatim team incorporates client preferences and practices (i.e. written resolutions vs. physical meetings) into the process so clients do not need to re-educate local providers or re-create the wheel on preferred forms.

HOW DOES VERBATIM WORK WITH LOCAL COUNSEL? CAN I KEEP MY CURRENT PROVIDER?

Verbatim maintains a network of local counsel and compliance advisors in over 150 jurisdictions. We carefully manage these relationships to ensure the most efficient staffing and effective pricing. Clients often request that we retain legacy counsel in certain jurisdictions and we are comfortable incorporating the incumbent provider into our network. We typically conduct a benchmarking process to confirm the client is getting optimal value for its money. It is common for the process to yield significant savings as compared to what was paid prior to Verbatim's involvement. For example, one client saved over £40,000 on U.K. costs through this exercise.

HOW DOES VERBATIM STAFF ITS ENGAGEMENTS? WHO WILL I WORK WITH?

Verbatim provides a single point of contact model, staffed with experienced non-practicing attorneys and data management professionals, all based in the United States. This model allows us to truly immerse ourselves in the culture of each client, anticipating and responding to each client's specific needs.



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WHAT SOFTWARE DOES VERBATIM USE? IS SOFTWARE INCLUDED WITH VERBATIM'S SERVICES?

Verbatim leverages partnerships with select legal entity management software providers in the space to offer our clients the best of both worlds - world-class services from Verbatim and cutting edge technology from your choice of the world's most sophisticated legal entity management software solutions. While Verbatim does not own in-house software, our model gives clients the opportunity to choose what software works best for their needs, with the comfort of knowing that Verbatim will take care of the management of data & documents therein, regardless of software chosen.

DOES VERBATIM OFFER DIRECTOR SERVICES AND REGISTERED OFFICE/AGENT SERVICES?

Verbatim frequently arranges director services and registered office/agent services. Such services are typically provided by local counsel or in-country compliance providers and seamlessly integrated into the Verbatim service model.

HOW DOES VERBATIM'S PRICING WORK?

Our pricing is very flexible. We start off with an annual fixed fee for baseline compliance – what is necessary to maintain your subsidiary in good standing or equivalent – without including one-off or ad hoc matters such as mid-year director changes, powers of attorney, etc. The annual fee includes the Verbatim service fee and the local counsel fees. For clients with fully operational subsidiaries, the baseline pricing is the most cost-effective and ensures against overspending. When ad hoc matters arise, we can provide a fixed-fee for approval prior to taking on the matter.

CAN VERBATIM COORDINATE THE ANNUAL APPROVAL OF ACCOUNTS WITH MY LOCAL AUDIT PROVIDERS?

Yes, we take a very proactive, project management approach to the approval of financials. Statutory deadlines and local requirements are published in a client-dedicated, compliance database. We communicate with internal stakeholders well in advance of the statutory deadlines to give visibility into statutory requirements at the audit planning stage. We work with clients to monitor progress, track on-time delivery, and, when necessary, facilitate filing extensions, and coordinate getting documents signed.

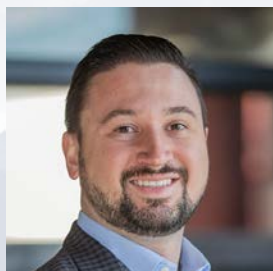
MY COMPANY IS STRUGGLING TO COMPLY WITH INCREASINGLY DEMANDING UBO / KYC REQUIREMENTS. CAN VERBATIM HELP?

Absolutely. Verbatim has created solutions tailored around strict, accurate data management to ease the burden of ever-increasing disclosure requirements globally. We are constantly helping our clients by providing org charts and ownership structures, as well as other entity information we are tracking in the software.

WHAT ELSE CAN VERBATIM HELP MY COMPANY WITH?

Our team can assist your company with entity formations, dissolutions, mergers & acquisitions, and share transfer and capital increase/decrease activities. We can also provide software data consulting, custom configurations, spend and governance analytics, and other data projects to help you better manage how you store and analyze your information.

To learn more, contact:



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