

# **M-AUDIT**

**AUDITING, DEVELOPING AND ENTERPRISING LTD.**

HUNGARY 1146. Budapest, Thököly út 137      Registry No.: 01-09-066723      Chamber reg. No.: 001310  
(Budapest Metropolitan Court, as Registry Court)

## **M-AUDIT Kft**

### **LIST OF PRICES AND CHARGES**

**Valid from 1<sup>st</sup> February 2007.**

M-AUDIT AUDITING, DEVELOPING AND ENTERPRISING LTD.

✉ H-1443 Budapest Pf. 228.

## 1. Table of hourly fee charged for intellectual work

<u>Code</u>	<u>Activity</u>	<u>HUF/hour</u>
<i>1.1. <u>Checking</u></i>		
29	Targeted verification of analitic information (buyer/supplier current account, reconciliation of the tangible assets subledger with the general ledger, etc)	12.500
60	Checking general ledger closing,reports and tax returns	18.500
35	Checking and reconciliation of tax and allowances (Co-operation in revision)	10.500
54	Self-assessment of budgetarial relations	14.000
68	Checking the Ordering Party's administration	17.500
20	Representation at and co-operation in controls of various authorities	12.000
94	Internal check	19.000
95	Checking the use of tender subsidies	20.000
<i>1.2. <u>Expertise</u></i>		
36	Planning and setting up business administration (accounting policy, regulations, reports)	20.000
41	Training of the business administration at the Ordering Party	12.500
48	Tax estimation, tax calculation	28.000
55	Tax and accounting consultation, representation by general manager	37.000
46	Tax consultation, representation by senior accountant	28.000
59	Accounting consultation by senior accountant	28.000
62	Business analysis, preparing studies	17.500
<i>1.3. <u>Auditing</u></i>		
13	Auditing by general manager	28.000
14	Auditing by an auditor	24.500
15	Assistance in auditing	14.000
16	Due diligence (checking the reliability of accountancy)	29.000

## 2. Other charges and recharged expenses

### 2.1) *Execution (code: 77)*

This includes all the activities related to the purchase and transportation of software, hardware, etc as it is specified in sections 1.1-1.2.

Fee: HUF 5.000/hour, plus transportation and loading charges.

2.2) *Field-visiting (Code: 71)*

Charges constitute compensation for the time-taken, travelling to and from the place of work. (Productive intellectual expenditure will naturally be accounted for according to the charges contained in sections 1.1-1.2.)

Fee: HUF 4.000/hour plus expenses (travelling, catering, lodging , etc.) excluding costs for using Budapest public transport services.

When travelling time exceeds 2 hours, min. 4 productive working hours will be charged. When work is carried out at a rural location, for several days, a minimum daily average of 6 productive working hours will be charged.

2.3) *Translation (Code: 79)*

Charges of translating written documents (e.g. analysis, reviews, studies, reports, etc.) from Hungarian to other languages.

Fee: HUF 9.000/hours

In case the translation cannot be managed at M-Audit, the fee of external translation will be charged. Fee: HUF 3/character.

2.4) *Photocopying and other office services (Code: 72)*

Fee: HUF 4.000/hour.

The charge of separately ordered photocopying is HUF 13 / page, in addition to the hourly fee.

2.5) *Delivery*

Delivery by courier-service and the cost of postal packets over size A4 - standard envelope - will be charged.

**3. Provision of a specialist within the framework of a legal relationship established with the Client**

The term "Client" refers to any economic organisation defined so by the accounting bill, that established a business relationship with M-AUDIT within the framework of a contract, agreement, order or commission.

3.1. *Recruitment (Code: 70)*

Based on the Client's instructions, searching - on the labour market - for a specialist fulfilling the Client's requirements and the verification of his/her professional qualifications and experience.

Fee: HUF 16.000/hour plus expenses (e.g. advertising, etc.)

### 3.2. *Specialist take-over*

The term "specialist take-over" refers to employment of any M-AUDIT employee in any legal relationship established with Client.

A preliminary agreement - based on business grounds - is required for establishing a legal relationship between Client and any M-AUDIT colleague. In the absence of such an agreement M-AUDIT will initiate and enforce the automatic invoicing of the counter value according to the following fee.

Fee - according to professional qualifications:

<i>Professional qualification</i>	<i>THUF</i>
Registered auditor	6.500
Auditor	4.500
Tax expert	4.500
Tax advisor	3.500
Auditor assistant	3.000
Accountancy colleague (professional)	3.000
Accountancy colleague (middle grade)	2.000

## 4. **Financial settlement**

- ◆ In case of a contract payments shall be made as specified in such contract, and in other cases payments shall be made based on work-sheets completed by M-AUDIT and approved by Client. Such work sheets shall also certify the performance of the given task and/or the transfer/receipt of the necessary assets.
- ◆ According to the contract or the work-sheet MemoLuX shall supply the invoice either by hand delivery or mail. Such invoice shall be issued based on the contract or the current price and fee list. The Client shall make payment within the terms of the invoice by the method shown, transferring the sum to M-AUDIT's current account number indicated on the invoice.
- ◆ The performance reports attached to invoices issued by MemoLuX contain the professional codes, names and the working hours required, in accordance with this list of prices and charges.
- ◆ In case of delayed payment, M-AUDIT accounts and invoices the delay interest defined by the law related to the tax directing procedure employed by APEH (Tax Authority). If the Client indicates late payment before the due date, the delay interest shall be fixed individually.