

# Fees and charges for the transmission of documents to the Company Register

## **IMPORTANT!**

Following the entry into force of the Act Transposing the Digitalisation Directive (DiRUG) on 1 August 2022, accounting documents and company reports for financial years commencing after 31 December 2021 must be submitted to the Company Register.

The Company Register the right disclosure medium for these documents **only**.

Accounting documents and company reports with a financial year commencing before 1 January 2022 must continue to be submitted to the Bundesanzeiger (German Federal Gazette) even after the entry into force of the DiRUG.

## **1. Fees**

### **a) Fees to compensate for the work involved in entering and reviewing accounting documents and company reports**

The fee amounts (disclosure fees for publications and deposits) are stated in the respective fee cases listed in the JVKostG (Judicial Administration Costs Act) Costs Schedule.

#### Accounting documents:

The fee cases for the transmission of accounting documents for entry in the Company Register are stated in Part 1, Main Section 4, Section 2 of the JVKostG Costs Schedule.

#### Company reports:

The fee cases for the transmission of company reports for entry in the Company Register are stated in Part 1, Main Section 4, Section 3 of the JVKostG Costs Schedule.

Even if you transmit several documents together within one order, the fees triggered in each case will be shown and charged separately on one invoice or fees statement.

### **b) Cancellations and changes to transmitted accounting documents and company reports**

Fees for cancellation or changes to orders already placed are stated in JVKostG.

#### Cancellations:

If a request is made not to enter the documents in the Company Register before the documents are entered in the Company Register, the applicable fees will be reduced by 50 per cent.

#### Changes:

If documents are transmitted in an amended form before they are entered in the Company Register of companies, the applicable fees will be increased by 50 per cent in each case.

### **c) Fees for identification as a party authorised to transmit documents**

The fees for identification pursuant to Section 3 (3) URV are stated in Part 1, Main Section 4, Section 4 of the Costs Schedule for Section 4 JVKostG.

## 2. Conversion charges

In accordance with Section 15 (1) sentence 2 BRV, the registration authority entrusted with managing the Company Register offers a service under private law to those subject to publication or disclosure obligations to convert documents into the format defined in Section 11 (2) sentence 1 URV (Company Register Regulation) as well as graphic and design services. The fees for conversion services as well as graphic and design services are generally calculated per visible character (without spaces) or per graphic. The charges for this are calculated in addition to the fees (cf. No. 1).

<b>a) Word/RTF/Excel/PDF delivery format:</b>	1.75 ct per visible character
<b>b) per graphic:</b>	20.00 EUR

All charges stated are subject to statutory value added tax. In the event of changes to the charges, the time of transmission shall apply to the calculation of the charge.

## 3. Higher processing charge: Incorrect submissions and scans

The higher processing charge is charged for scanned documents as well as for data that was mistakenly transmitted to the Company Register and that is forwarded to the Federal Gazette by the register-keeping authority. Please refer to the General Terms and Conditions of Use in this regard.

The charge is calculated at: 2.50 ct per visible character

All charges stated are subject to statutory value added tax. In the event of changes to the charges, the time of transmission shall apply to the calculation of the charge.

**Additional information is available on**

**"[www.unternehmensregister.de](http://www.unternehmensregister.de)" and "[www.publikations-plattform.de](http://www.publikations-plattform.de)".**

