



**EURONEXT SECURITIES**

# **FEE BOOK**

Issuers and other Entities

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**/ PORTO**

*This translation has been prepared to the best of our knowledge and does not represent a legally binding document. In case of legal matters, the original document written in Portuguese and other Portuguese legal documents should be consulted.*

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# 1. Introduction

The Fee Book presented herewith sets the fees and commissions owed Euronext Securities Porto - Sociedade Gestora de Sistemas de Liquidação e de Sistemas Centralizados de Valores Mobiliários, S.A., (hereinafter referred to in this document as Euronext Securities Porto), in return for the services rendered to Issuer Entities.

All the commissions/fees referred to in this document are expressed in euros.

VAT at the legal rate in force shall be added to the amounts charged by Euronext Securities Porto, if and when due.

## 2. Principles and Concepts

### 2.1 Application of the fees

Unless otherwise set out in the present Fee Book, the stipulated commissions shall apply:

- a) Regarding shares to the total registered share capital, even if several security codes have been assigned by Euronext Securities Porto due to the non-fungibility of those securities;
- b) In all other cases, to the total amount of securities registered under each security code assigned under the terms established in the present Fee Book.

### 2.2 Charging and settlement procedures

The payment of owed commissions due to actions carried out each month must be done on the 15<sup>th</sup> day of the month (or the next business day) following the one they concern, unless otherwise prescribed by the Fee Book presented herewith.

The above-mentioned payment is done exclusively by one of the payment methods identified below:

- a) By debiting an account opened directly in TARGET2, in the case of an issuer that is simultaneously a Financial Intermediary affiliated with Euronext Securities Porto;
- b) By debiting an account opened in TARGET2 with a Financial Intermediary identified by the issuer;
- c) By direct debit to account;
- d) By bank transfer.

The means of payment mentioned in paragraph a) above is necessarily applicable to all issuers that, due to their nature, have an account opened in TARGET2.

All debtor entities that do not have an account directly opened in TARGET2 must opt between by one the means of payment referred to in paragraphs b), c) or d), for which they shall send to Euronext Securities Porto, before the first invoice is issued, the necessary communication and if deemed necessary the respective authorization.

For foreign securities that are registered in another CSD and are circulating in Portugal, through an indirect link connection, the commissions established in this Fee Book are paid by the connecting Financial Intermediary, unless the issuer, expressly request from Euronext Securities Porto the direct payment of the afore-mentioned commissions.

The minimum monthly payable amount is € 2.72 (two euros and seventy-two cents), if the amount to be charged per invoice is inferior to that same amount.

The calculation of the payment of commissions will be carried out in euros and, if necessary, the basic amounts subject to charging as mentioned in the tables will be converted to euros before applying the percentages defined in the fee tables.

## **2.3 Payment default**

If any commissions are not paid on the stipulated date, the debtor shall be responsible for the payment of legal interest over the amount in debt to Euronext Securities Porto.

The lack of payment of the due fees to the managing entity by the issuers may lead to the ending of the contractual relation, resulting in the exclusion from the centralized system of all securities issues of the defaulting entity.

The above-mentioned procedure shall only occur after Euronext Securities Porto's decision, which must be duly justified and communicated to the issuer entity.

## **2.4 Fees of the services provided not defined in this Fee Book**

The fees due for the services provided by Euronext Securities Porto and not defined in this Fee Book shall be defined on an ad hoc basis according to their nature or characteristics.

## **2.5 Group concept**

For effects of the present Fee Book, a Group includes all participants in the systems managed by Euronext Securities Porto which belong to a juridical-tax relevant group, under the terms of the Corporate Income Tax (IRC) Code, with the specifications above referred.

All entities belonging to the same group which aim to benefit from the advantages set out in the present Fee Book must prove so before Euronext Securities Porto, through copy or certificate of delivery to the Tax Authorities of the official model declaration, necessary to the application of the special regime of determination of the assessment income to all companies of the group, under the terms of the IRC Code.

Euronext Securities Porto accepts, for the purpose of the present Fee Book, that a group of companies, which do not fulfil the requested in the article 63 (03) (a) of the IRC Code, or regarding the companies

of the same Group, the situation set forth in article 63 (4) (d) exists, could be considered as a Group as far as they fulfil the other requirements referred to in the aforementioned legal disposition, namely:

- a) The dominant company detains, directly or indirectly, at least 90% of the share capital of other dominated companies, since such participation confers more than 50% of the voting rights;
- b) All the companies of the same Group have headquarters and effective management in Portugal;
- c) The dominant company detains the participation on the dominated company for more than one year;
- d) The dominant company cannot be considered dominated of any other company residing in Portugal, which meets the requirements to be qualified as dominant.

For the application of what is set, the companies belonging to the same group should prove to Euronext Securities Porto the fulfilment of the other conditions for the applicability of the criteria, by delivering the documentation that shows clearly that situation.

The entities that prove to belong to a same group agree to keep such information updated and true, otherwise all amounts improperly invoiced shall be recalculated without the benefits inherent to the said participation.

Any change to the structure of the Group shall only have effects on the month following its communication to Euronext Securities Porto.

## **2.6 Sliding scale**

The use of sliding scale will allow Issuer Entities to get lower marginal rates as the volume under management of Euronext Securities Porto increases.



# 3. Registration and cancellation of issues

## 3.1 Registration of issues

A fixed amount set out in the table below is charged for the registration of securities in the centralized securities system, for each issue or series of securities.

This fee is charged for the registration of each different series of the same issue or of tap issues.

This fee is not charged for issues resulting from corporate actions carried out by Euronext Securities Porto.

Euronext Securities Porto gives discounts the issuer based on the number of requests for registration every year.

For the issuance of commercial paper, fund units, treasury bills and securities resulting from securitization operations (securitization bonds and securitization units) the applicable fee is that of the last line of the table below.

The last line of the table also applies to registration of operations resulting from the transfer of securities between different assigned security codes, belonging to the same issue of bonds.

Number of registrations per year	Fee per operation
From 1 to 20	271.90
From 21 to 100	163.14
From 101 on	54.38

### 3.2 Registration of issues of warrants and certificates

The registration of issues of warrants and certificates, traded on the market, on MTFs or over the counter (OTC) applies the fee set out in the Table below.

Euronext Securities Porto applies the fee set on the date of the first trade executed.

Service	Fee per register
Registration of warrants and certificates	10.27 €

Euronext Securities Porto has set an annual maximum amount to be paid by each entity issuing warrants and certificates at €60,000.00 (sixty thousand euros), considering for this amount the annual amounts charged for the registration, redemption, and cancellation of issues of warrants and certificates, as set out in paragraph 5.9 of the present fee book.

### 3.3 Issues cancellation

The cancellation fee is set out in section 5.8 and 5.9 of the present Fee Book.

## 4. Securities safekeeping

### 4.1 Issues maintenance

The monthly maintenance fees for issues registered in the centralized securities systems, calculated by applying the annual percentages, set out in the tables below are based on the monthly average value of the issues registered in issuance accounts calculated from their daily value.

Warrants, certificates, rights resulting from corporate actions processed through the centralised securities system and provisory securities are exempt from maintenance fees.

The valuation of the holdings is based on:

- a) The nominal value, for debt instruments and other unlisted securities, as well as whenever the market price is not divulged by the market managing entity or when Euronext Securities Porto has no access to it; however, the valuation is based on the value of the total issue, when debt instruments are represented in amount of nominal value, and if the issue in question uses the pool factor method, the amount of the issue must be multiplied by the value of the pool-factor;
- b) The prices or market values, divulged by the respective managing entity, for listed securities that do not represent debt:
  - i) Whenever the market price is provided to Euronext Securities Porto by more than one national managing entity, the price divulged by the regulated markets' managing entity prevails, even if the securities in question are listed in other markets or systems.
  - ii) Whenever Euronext Securities Porto does not get information on time about the most recent market price, for effects of valuation, the latest known market price for the purpose shall be used.
  - iii) In the case of entities that are undergoing insolvency procedures or liquidation, and which securities have been listed in the market and then excluded from trading for that same reason, the latest market price, which was known and used previously by Interbolsa for the calculation of the maintenance fee, shall be used for the purpose of valuation.
- c) The unit value of the fund units, informed by the Managing Entity on the date of the registration in the centralized system, for unlisted fund units;
- d) The issue value, corresponding to the fraction of the share capital in question, for shares without par value, not listed to trading on a market.
- e) At nominal value, in the case of conversion rights allocated to the State, constituted under the terms provided for in Law no. 61/2014, of 26 August (Special regime applicable to deferred tax assets).

For foreign securities registered with other central securities depositories, and which are in circulation in Portugal through an indirect link, the issue maintenance fee is calculated based on the amount in

circulation in Portugal registered in the special registration and control account opened with the centralised system.

In the case of securities issued jointly by more than one entity (so-called group issues), the Issuer Entity to benefit from the discount is the one that is liable to Euronext Securities Porto for the processing of any corporate action or the one that is indicated as being responsible for paying the fees charged by Euronext Securities Porto.

The calculation of the monthly maintenance fee is made according to a scaling method, by entity and group, based on the application of marginal rates, consisting in the application of each scale rate to the corresponding value.

The scale to be applied to the group is determined based on the value of all the types of securities held in account, except for securities exempt from maintenance fees.

For securities denominated in a currency other than the euro, the amounts calculated are converted into euros on the last business day of the month using the Banco de Portugal reference exchange rate on the day of processing.

The tables to be applied regarding issues maintenance are as follows:

**Table 1 – Securities representing debt**

Issues maintenance (%/year)		Total value issued by issuer Group (M€)			
		Until 200	from 200 to 2,000	from 2,000 to 20,000	More than 20,000
Total value of issue (M€)	until 5	0,00216	0,00214	0,00211	0,00210
	from 5 to 50	0,00178	0,00175	0,00173	0,00172
	More than de 50	0,00174	0,00172	0,00169	0,00168

**Table 2 – Equities**

Issues maintenance (%/year)		Total value issued by issuer Group (M€)			
		Until 200	from 200 to 2,000	from 2,000 to 20,000	More than 20,000
Total value of issue (M€)	until 5	0,00239	0,00228	0,00219	0,00207
	from 5 to 50	0,00219	0,00208	0,00198	0,00187
	More than de 50	0,00208	0,00198	0,00188	0,00177

**Table 3 – Funds units**

Issues maintenance (%/year)		Total value issued by issuer Group (M€)			
		Until 200	from 200 to 2,000	from 2,000 to 20,000	More than 20,000
Total value of issue (M€)	until 5	0,00226	0,00216	0,00206	0,00196
	from 5 to 50	0,00206	0,00197	0,00187	0,00177
	More than de 50	0,00197	0,00187	0,00178	0,00166

**Table 4 – Conversion rights assigned to state**

Issues maintenance (%/year)		Total value issued by issuer Group (M€)			
		Until 200	from 200 to 2,000	from 2,000 to 20,000	More than 20,000
Total value of issue (M€)	until 5	0,00239	0,00228	0,00219	0,00207
	from 5 to 50	0,00219	0,00208	0,00198	0,00187
	More than de 50	0,00208	0,00198	0,00188	0,00177

**Table 5 – Treasury bills**

Issues maintenance (%/year)		Total value issued by issuer Group (M€)			
		Until 200	from 200 to 2,000	from 2,000 to 20,000	More than 20,000
Total value of issue (M€)	until 5	0,00145	0,00140	0,00128	0,00117
	from 5 to 50	0,00134	0,00123	0,00112	0,00101
	More than de 50	0,00112	0,00101	0,00090	0,00079

## 4.2 Minimum maintenance fee

Whenever the monthly maintenance fee does not reach € 200.00 per year, an adjustment shall be made at the end of the year to reach the minimum of € 200.00 according to the following procedures:

- a) The minimum annual maintenance fee will be charged at the beginning of each calendar year, together with the invoicing for the month of January;
- b) This fee will be charged to all issuers who were invoiced the minimum maintenance fee of € 200.00 in the previous year, as well as to all issuers who were invoiced, in the last month of the previous year, a maintenance fee that already indicates an invoicing lower than the minimum maintenance fee established for that year;
- c) No invoicing adjustments will be made if the registration of the issue is cancelled before the end of the year in question.

When the monthly maintenance fees calculated during the year in question total € 200.00, Euronext Securities Porto shall proceed, in the month following the occurrence of such fact, with the monthly invoicing of the maintenance fee effectively calculated and the invoicing adjustments that prove to be necessary, unless the following month coincides with the beginning of a new calendar year, in which case the adjustment shall be made in the same month.

## 5. Exercise of corporate actions

Whenever a corporate action takes place, the commission established in the following points is due, regardless of the result of the respective processing, and is collected on the dates and under the terms defined in the point 2.2 of the present Fee Book.

Regarding the corporate actions, for the issuance of warrants and certificates is only charged the fee set out for redemption or cancellation, referred under the point 5.9 of this Fee Book.

### 5.1 Corporate actions that solely generate cash distributions

For the corporate actions that solely generate cash distributions, except for redemption operations, a fixed amount set out in the table below will be charged.

Service	Fee per operation
Corporate actions that solely generate cash distributions	435.00 €

## 5.2 Corporate actions that generate solely cash distributions – securitization of operations

For the corporate actions for securities resulting from securitization operations (securitization bonds and securitization units), which originate, exclusively, the distribution of cash, except for redemption operations, Euronext Securities Porto charges the commission set out in the Table below, taking into account the number of payments occurring in the calendar year in question, with an annual maximum limit defined in the same Table.

Service	Fee per operation
One payment	435.00 €
Two payments	217.52 €
Three payments	108.76 €
Annual maximum limit	
Seven or more payments	652.56 €

Collection shall take place at the end of the calendar year in question, unless the issue is fully integrated in the centralised system, in which case collection shall take place on the 15th day of the month following the occurrence of the fact, as defined in point 2.2 of this Fee Book.

The fees established in the table above are applicable, with no changes in the year of the register or of the total cancellation of the issue, regardless of the month in which these occur.

## 5.3 Corporate actions that generate solely cash distributions – Investment Funds and EFTs

For the corporate actions for securities issued by investment funds and Exchange Trade Funds (ETFs), that originate, exclusively, the distribution of cash, except for redemption operations, Euronext Securities Porto charges the fee set out in the Table below.

Service	Fee per operation
Corporate actions that generate solely cash distributions – Investment Funds and EFTs	102.70 €



## 5.4 Corporate actions that generate cash distributions – commercial paper

For corporate actions that solely generate cash distributions, except for redemption operations, a monthly fixed amount is charged to the issuer, depending on the number of days of maturity of the commercial paper issue.

Maturity – number of days	Fee per operation
≤ 30	54,38 €
≥ 31 e ≤ 90	108,76 €
≥91	271,90 €

## 5.5 Corporate actions that generate distribution of securities or that change the issued quantity/amount

For the corporate actions that generates distribution of securities or that change the issued quantity/amount, Euronext Securities Porto charges the fixed amount set out in the table below.

Service	Fee per operation
Corporate actions that generate distribution of securities or that change the capital/issues amount	543.80 €

## 5.6 Corporate actions that generate distribution of securities or that change the issued quantity/amount - Investment Funds and EFTs

For the corporate actions for securities issued by investment funds and Exchange Trade Funds (ETFs), that generate, exclusively, distribution of securities or that change the issued quantity/amount, Euronext Securities Porto charges the fee established in the Table below.

Service	Fee per operation
Corporate actions that generate distribution of securities or that change the capital/issues amount	102.70 €

## 5.7 Mixed corporate actions

For the processing of mixed or multiple corporate actions, Euronext Securities Porto shall charge each operation individually, in accordance with the tables that are set out in point 5 of this document, being the charging made under the terms defined in points in point 2.2 of this Fee Book.

## 5.8 Redemption or cancellation of securities

Cancellation means every annulment or decrease of the quantity of securities held in the issuing account, namely in case of:

- d) Redemption operations processed outside the system;
- e) Removal of issues from the centralized system by the issuer's decision;
- f) Cancellation of securities due to the merger by incorporation in a company, which shares representing the share capital are not registered in the centralized system.

For the redemption or cancellation of securities a fixed fee shall be charged to the issuer, on a monthly basis, subject to discounts based on the number of similar operations, of redemption or cancellation, performed during the year, according to the table below.

Issues of commercial paper, fund units, treasury bills and securities resulting from securitization operations (securitization bonds and securitization units) are charged with the fee set out in the last line of table below.

The last line of the table also applies to redemption or cancelation of operations resulting from the transfer of securities between different assigned security codes, belonging to the same issue of bonds.

<b>Number of operations per year</b>	<b>Fee per operation</b>
from 1 to 20	543.80 €
from 21 to 100	326.28 €
From 101 on	54.38 €

## 5.9 Redemption or cancellation of warrants and certificates

For the redemption or cancellation of issues of warrants and certificates the applicable fee is determined in the table below, whenever the amount payable on the date of amortization or cancellation processed is greater than zero

Number of operations per year	Fee per operation
Redemption or cancellation of warrants and certificates	10.27 €

Euronext Securities Porto has set an annual maximum amount to be paid by each entity issuing warrants and certificates at € 60,000 (sixty thousand euros), considering for this amount the annual amounts charged for the registration, as set out in paragraph 3.2 of the present fee book, redemption, and cancellation of issues of warrants and certificates,

## 5.10 Manual corrections of corporate actions

Whenever Euronext Securities Porto has to perform manual corrections in any corporate actions in processing or already processed, the fixed fee set out in the table below shall be charged.

Service	Fee per operation
Manual correction before settlement date of the related corporate action	326.28 €
Manual correction after settlement date of the related corporate action	1,631.39 €

## 5.11 Cancellation of subscription operations

For the cancellation of a subscription operation, Euronext Securities Porto charges the fee set out in the table below which varies depending on whether it takes place before or after the payment date of the operation.

Service	Fee per operation
Cancellation of subscription operations before payment date	271.90 €
Cancellation of subscription operations after payment date	543.80 €

## 6. Other rendered services

### 6.1 Conversion of the form of securities

A fixed fee, set out in the table below, is applied for the conversion of the form of representation of securities.

Service	Fee per operation
Dematerialization	271.90 €
Materialization	815.69 €

### 6.2 Conversion of securities type or form

In case of conversion of reverse convertible securities, conversion of the type or total conversion of the representation form for the securities from bearer into registered and vice-versa, the fixed fee set in the table below will apply.

Service	Fee per operation
Conversion of securities type or form	543.80 €

### 6.3 Exchange of securities certificates

For the processing of the exchange of securities certificates the fee set out in the table below will apply.

Service	Fee per operation
Exchange of certificates	543.80 €

## 6.4 Change of the quantity of securities without changing the corporate capital or issued amount

A fixed fee, which is set out in the table below, will be applied to the operation of change of quantity issued, without changing the corporate capital or issued amount.

Service	Fee per operation
Exchange of the quantity of securities	543.80 €

## 6.5 Change of the quantity of securities without changing the corporate capital or issued amount – Investment funds and ETFs

For the corporate action for securities issued by investment funds and Exchange Trade Funds (ETFs), that originate, change of the quantity of securities without changing the corporate capital or issued amount, Euronext Securities Porto charges the fee established in the Table below.

Service	Fee per operation
Exchange of the quantity of securities	102.70 €

## 6.6 Holders' identification

For gathering and providing information to the issuers, on the identification of the holders of all or part of these securities, as well as the quantity held by each of them, Euronext Securities Porto charges for the services provided the amounts the fees set out in the table above.

### 6.6.1 REQUEST FOR IDENTIFICATION OF HOLDERS

Service	Fee per request
Holders' identification request with record date in the future	308.10 €
Holders' identification request with record date in the past	770.25 €

Payment of the request for identification of holders shall be due on the date on which it is sent to the intermediaries that hold a position on securities account in relation to the securities in question and shall be collected in the corresponding monthly invoicing processing.

The request shall not be charged if it is cancelled before the date on which it is sent to the intermediaries that hold a position in an account for the securities in question.

### 6.6.2 IDENTIFICATION OF HOLDERS

Service	Fee per holder
Number of holders	0.31 €
	<b>CAP</b>
	513.50 €

The fee established in the Table above (6.6.2), to be charged per identified holder, is due on the date the information is sent to the entity requesting it and will be charged in the corresponding monthly billing processing.

## 6.7 General meetings notification

For the notification service of general meetings, Euronext Securities Porto applies the fees set out in the table below:

Service	Fee per operation
Notification of General Meetings - request made through the MY Interbolsa portal	108.76 €
Notification of General Meetings - request received by telematic means and manually inserted into the system	217.52 €
Notification of General Meetings – received and sent by telematic means	326.28 €

## 6.8 Settlement of primary market operations and other services

A fixed amount, as defined in the table below, is charged for the physical and financial settlement of the placement of securities in the primary market.

This fee established in the table above is also applicable whenever Euronext Securities Porto processes the physical and financial settlement of other operations, namely public share offering (OPV – Ofertas Públicas de Venda), takeovers (OPA – Ofertas Públicas de Aquisição) or public subscription offers (OPS - Ofertas Públicas de Subscrição).

The collection is made in the following month in which the settlement of the transaction in question takes place.

Service	Fee per operation
Settlement of primary market operations and other services	271.90 €



## 6.9 Compulsory acquisitions

Regarding compulsory acquisitions, carried out under article 490 of the Portuguese Companies Code or under articles 194 and 195 of the Portuguese Securities Code, for the completion of the operational procedures set out in the Euronext Securities Porto regulations a fixed fee set out in the table below is charged.

The charging is carried out in the month following on the date of the conclusion of the above-mentioned proceedings set out in Euronext Securities Porto's regulations.

Service	Fee
Compulsory acquisition	815.69 €

## 6.10 Subscription and redemption of investment funds units

For each subscription and redemption of funds units, carried out through the Euronext Securities Porto systems, the Fund itself or the fund manager or Exchange Trade Funds (ETFs) is charged the fixed fees set out in the table below.

Service	Fee per operation
Subscription / redemption of open-end fund units using the order routing facility	5.14 €
Subscription / redemption of open-end fund units not using the order routing facility	12.32 €

## 6.11 Information Services

Euronext Securities Porto charges the fees set out in the table below for the information provided.

Service	Fee
Information to Auditors	108.76 € per request
Statistic/Historical and other information	108.76 € per securities code /reference date
ISIN – data base subscription – daily update	3,262.78 € per year
ISIN – data base subscription – weekly update	1.631.39 € per year
ISIN – File	130.51 € perfile
ISIN – Information	10.88 € per ISIN

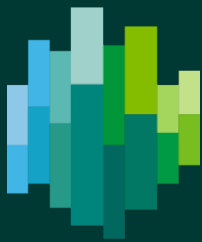
## 6.12 Disclosure of information

For each request to disclosure of information to the market Euronext Securities Porto will charge a fee as set out in the table below.

Service	Fee per information sent to the market
Disclosure of Information	108.76 €

The disclosure of information regarding General Meetings is defined in point 6.7 of this document.

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