



Re: Haven Hub Company Limited by Guarantee

Dear Directors,

You have, in your capacity as director of the company, engaged us to provide professional services on behalf of the above company. The purpose of this letter, and related General Terms of Business, is to set out the basis on which we will act as accountants and/or tax agents of the company and the respective areas of responsibility for you and of ourselves.

1. Professional Services

The professional services you have requested us to undertake and we have agreed to provide are as follows :

Accounts

You have requested that we prepare the annual Statement of Accounts on behalf of the above company, in respect of each financial year of the company.

The assignment does not include the undertaking of an audit of the accounts, as the company qualifies for audit exemption. We will not therefore be required to express or provide an audit opinion in respect of the accounts.

In accordance with our professional obligations, we cannot allow the firm, or the firm's name, to be associated with any set of accounts, where we have a fundamental uncertainty or concern that the matters contained therein do not reflect the transactions of the company. Where there are matters arising in the accounts, upon which we require clarification or supporting documentation, you will be obliged to provide such information to us.

Corporation Tax

You have requested that we compute the Corporation Tax liability, on the basis of the accounts prepared by us and approved by you, and prepare Corporation Tax Return in respect of each accounting period. You have requested that we file the Corporation Tax return with the Revenue Commissioners on an annual basis.

Payment of all relevant taxes is the responsibility of the company. We will however be pleased to facilitate the processing of any requested payments, approved by you, through ROS, to the Revenue Commissioners.

Company Secretarial

You have requested that we file the Abridged Accounts and the Annual Return (Form B1) on an annual basis with the Companies Registration Office.

2. Company/Director Obligations

You will provide us with such underlying books and records, reflecting the complete transactions of the company, as will enable us to prepare appropriate working papers to facilitate the compilation and preparation of the accounts of the company in respect of each annual Statement of Accounts.

There are relevant filing dates in respect of both Corporation Tax and Companies Registration Office. You will be required to provide the relevant books and records to us, in sufficient time to allow for the undertaking and completion of the assignment, in good time, for filing with those bodies. Failure to lodge submissions, within time deadlines, in respect of Corporation Tax can result in the imposition of surcharges and interest. Failure to lodge, within time deadlines, returns and accounts with the Companies Registration Office can result in additional filing fees and the loss of audit exemption.

The current deadline dates for the company are:-

Corporation Tax :	23 rd day of the eleventh month, after the year end.
Companies Registration Office:	By the Annual Return Date (ARD) of the company

You will advise us of all matters/transactions relevant to the company, which might influence or affect the compilation, production, delivery or reporting of the contracted services. The firm shall only be deemed to be on notice of such matters upon receipt of a written communication from the company, outlining the relevant matters.

3. **Taxation**

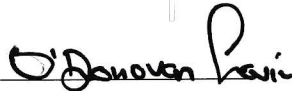
The specific taxation services outlined above refer solely to Corporation Tax and do not include other taxes. We will be happy to assist or advise you in relation to other taxes, upon request by you. Such matters will be the subject of a separate engagement letter and may result in additional fees which will be commensurate with the complexity of the assignment.

4. **General Terms of Business**

The matters set out above are specific to the services supplied and/or requested. In addition you should note that the general terms under which we do business with our clients are outlined in the booklet General Terms of Business (Version 1:2021), a copy of which has been enclosed for your information and agreement.

We trust that the matters outlined above are in agreement of your understanding of the services you have requested us to provide. Once it has been agreed, this letter will remain effective until it is replaced or amended in writing. We shall be grateful if you could confirm in writing your agreement to these terms by signing and returning the enclosed confirmation.

Yours sincerely



Director

O'Donovan Lavin & Co. (Limerick) Ltd.

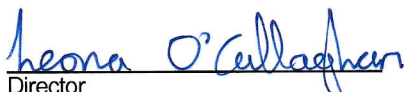
TO: O'DONOVAN LAVIN & CO. (LIMERICK) LTD.

RE: HAVEN HUB COMPANY LIMITED BY GUARANTEE
ENGAGEMENT PROFESSIONAL SERVICES

I/we have reviewed the contents of the above letter of engagement and hereby confirm that:

- a) The Letter of Engagement sets out the services I/we have requested you to undertake for and on behalf of the company, together with the obligations attaching to all parties, in respect of those services.
- b) I/we acknowledge and agree the General Terms of Business (Ver 1:2021) under which the services will be provided by you.

Signed:



Director

Dated:

12/7/22



O'DONOVAN LAVIN