

Payment Terms Policy

1. Scope of Financial Engagement

This policy governs the financial relationship between CKBR China Consultancy (the "Company") and its clients. Our fee structure is designed to reflect the high-stakes nature of international trade due diligence and the logistical complexities of maintaining a professional "human-in-the-loop" presence within the People's Republic of China (PRC). Unless otherwise specified in a signed Service Agreement or a specific Statement of Work (SOW), these terms apply to all service requests initiated via our digital platform or through direct consultation.

Currency of Trade: All services are quoted and billed in British Pounds (GBP).

Price Adjustments: While we strive for price stability, the Company reserves the right to adjust its fee schedule to reflect significant fluctuations in international travel costs, regulatory filing fees, or currency exchange volatility.

Standardised vs. Bespoke Pricing: Digital reports purchased directly through the website are subject to fixed-fee pricing, whereas on-site audits and strategic consultancy are quoted on a project-specific basis.

2. Accepted Payment Methods and Transaction Security

To facilitate seamless international trade, the Company provides multiple secure channels for the settlement of invoices. We prioritise the security of financial data in accordance with the UK Data (Use and Access) Act 2025, utilising encrypted gateways to ensure that client payment information remains protected within our secure digital infrastructure.

- **Digital Transactions:** We accept all major credit and debit cards (including Visa, Mastercard, and American Express) for immediate service activations.
- **B2B Bank Transfers:** For bespoke consultancy and high-value audits, we accept settlement via BACS, CHAPS, or International Wire Transfer.
- **Payment Surcharges:** The Company does not currently apply surcharges for standard credit card transactions; however, any fees incurred during international "SWIFT" transfers remain the sole responsibility of the client.

3. Payment Milestones and Billing Cycles

Our billing cycles are structured to balance operational readiness with client cash-flow requirements. Because on-site audits in the PRC involve significant upfront logistical commitments, including travel and specialized personnel allocation, certain services require staggered payment milestones.

Digital Intelligence Reports: 100% of the fee is payable at the point of order. Access to the report or the commencement of data synthesis is triggered only upon confirmed receipt of payment.

On-site Audits and Bespoke Services: These typically follow a "Commencement & Completion" model:

- **50% Initial Deposit:** Payable upon the execution of the SOW to secure on-the-ground resources.
- **50% Completion Fee:** Payable upon the finalization of the audit but prior to the electronic transmission of the final report.

4. Taxation and Statutory Levies

The Company operates with full fiscal transparency. As a UK-registered entity (VAT No: **GB438167477**), we strictly adhere to HMRC requirements regarding Value Added Tax and international service levies.

VAT Application: All prices quoted on the website or in proposals are inclusive of VAT, which will be applied at the prevailing statutory rate (currently 20%) for all UK-based clients.

International Clients: Clients operating outside the United Kingdom may be exempt from UK VAT, however, the responsibility for any local withholding taxes or duties remains with the client.

5. Late Payments and Financial Penalties

To maintain the integrity of our supply chain vetting operations, the Company requires punctual settlement of all accounts. Delayed payments jeopardise our ability to maintain an independent, "boots-on-the-ground" presence and may lead to the suspension of active investigations.

Statutory Interest: In accordance with the Late Payment of Commercial Debts (Interest) Act, the Company reserves the right to charge interest on overdue amounts at a rate of 8% above the Bank of England base rate.

Service Suspension: We reserve the right to immediately pause all ongoing audits, including those already in the "field" in the PRC, if any milestone payment remains outstanding for more than seven (7) days.

Recovery Costs: Any costs incurred by the Company in the recovery of overdue funds, including legal fees or third-party collection agency charges, will be added to the client's outstanding balance.

6. Billing Disputes and Resolution

We are committed to fair and transparent billing. In the rare event of a financial discrepancy, we encourage proactive communication to reach a "good faith" resolution without disrupting ongoing consultancy services.

Dispute Window: Clients must notify the Company of any billing errors or disputed items within seven (7) business days of the invoice date.

Partial Payment Requirement: The existence of a dispute regarding a specific line item does not grant the client the right to withhold payment for the undisputed portion of an invoice or other unrelated active accounts.

Version History

Version	Date	Description of Changes
v1.0	01/03/2026	Initial Release
v1.1	06/03/2026	Integrated VAT registration details; defined specific milestones for Digital vs. On-site services.

Next Expected Review : March 2027