

# Årsrapport 2020

## SuperOffice Norge AS

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# ÅRSBERETNING – SUPEROFFICE NORGE AS

## *Virksomhetens art*

Selskapet er et CRM (Customer Relationship Management) selskap som selger CRM-software, service og konsulentvirksomhet hovedsakelig på det norske markedet. Selskapet er lokalisert i Wergelandsveien 27, i Oslo.

## *Fortsatt drift*

Selskapet er et datterselskap av SuperOffice AS som selger selskapet software via en distribusjons avtale. Den sikrer selskapet en drifts margin. I samsvar med regnskapslovens § 3-3 bekreftes det at forutsetningen om fortsatt drift er til stede og denne forutsetningen er lagt til grunn ved utarbeidelsen av regnskapet.

## *Redegjørelse for årsregnskapet*

Omsetningen økte fra MNOK 180 i 2019 til MNOK 183, noe som tilsvarer en vekst på 2 %. Veksten kommer i hovedsak fra omsetning av lisenser fra MNOK 167 i 2019 til MNOK 172 i 2020. Konsulentinntekt var MNOK 13 i 2019 og MNOK i 10,7 i 2020, som tilsvarer en reduksjon på 19%. Årsresultatet ble redusert fra MNOK 9,3 i 2019 til MNOK 7,4 i 2020. Distribusjons inntekt til SuperOffice AS har økt fra MNOK 98,5 til MNOK 103,2 noe som tilsvarer 5%. Dette skyldes en økning i distribusjons avgiften.

Kontantstrøm fra driften var MNOK 21,2 i 2020. Utbetalinger ved kjøp av driftsmidler var MNOK 0,2. SuperOffice Norge AS utbetalte i april et konsernbidrag til SuperOffice AS på MNOK 12,2, og et ekstraordinært utbytte på MNOK 6,5 til SuperOffice AS i juni.

Selskapet hadde pr 31.12.2020 en egenkapitalandel på 1 %.

Det fremlagte årsregnskapet gir etter styrets oppfatning en rettviseende oversikt av SuperOffice Norge AS eiendeler og gjeld, finansielle stilling og resultat.

Årsresultatet for 2020 ble kr 7 363 045,-, som foreslås disponert som følger:

Avgitt konsernbidrag	7 299 433,-
Overført fra annen egenkapital	63 612,-
<b>Sum overføringer</b>	<b>7 363 045,-</b>

## *Risiko*

Kredittrisiko for at motparter ikke har økonomisk evne til å oppfylle sine forpliktelser anses lav, da det historisk har vært lite tap på fordringer. Selskapets valutarisiko er minimal.

Risiko for at motparter ikke har økonomisk evne til å oppfylle sine forpliktelser anses lav siden det historisk har vært lave tap på fordringer. Sett i lys av det nåværende utbrudd av Covid-19 har risikoen for økt på tap krav blitt noe høyere. Selskapet har gode rutiner for oppfølging av utestående fordringer og tapene har ikke vært høyere i løpet av 2020. Selskapet har retningslinjer for kredittsjekk av nye kunder/partnere og rutiner for å påse at salg kun foretas til kunder/partnere som ikke har hatt betydelige betalingsproblemer tidligere.

## *Rente- og likviditetsrisiko*

Selskapet har ingen rentebærende gjeld og er hovedsakelig finansiert gjennom egenkapital. Overskuddslikviditet plasseres hovedsakelig som bankinnskudd.

#### Arbeidsmiljø

Styret anser arbeidsmiljøet i selskapet som bra. Det er ikke iverksatt spesielle tiltak. Det har ikke vært noen personskader eller materielle skader under det avsluttede regnskapsår.

Sykefraværet var på 6,4%.

#### Likestilling

Styret i selskapet består av 3 menn. I selskapsledelsen sitter en kvinne og tre menn. Selskapets personalpolitikk er basert på lik lønn for likt arbeid. Dette innebærer at kvinner og menn har lik lønn i lik stilling, forutsatt at øvrige forhold – som for eksempel erfaring og akademisk bakgrunn – er like.

Selskapet arbeider aktivt for å tilrettelegge for at ansatte av begge kjønn har anledning til å kombinere arbeids- og familieliv. Selskapet tilstreber likestilling ved nyansettelser. Ved utgangen av år 2020 var 28 % kvinner i selskapet.

#### Ytre miljø

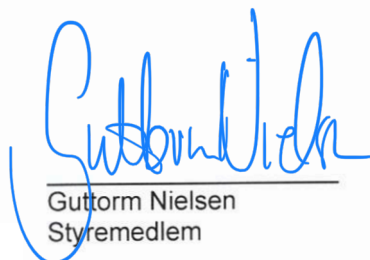
Selskapets virksomhet er ikke av en slik karakter at den forårsaker noen spesiell forurensning av det ytre miljø utover normal kontordrift.

Innsatsfaktorene i utviklingen av våre produkter og tjenester – programvare og konsulenttjenester – er mennesker og kunnskap. SuperOffice gruppen og SuperOffice Norge arbeider aktivt med fokus på økt bærekraft og har utarbeidet retningslinjer og mål for miljø, sosiale forhold/rettigheter og selskapsstyring for våre ansatte og leverandører. SuperOffice Norge AS arbeider systematisk med å holde CO<sub>2</sub> utslipp på et lavest mulig nivå. Virksomheten er lokalisert slik at våre kunder kan bruke offentlig kommunikasjon. SuperOffice Norge AS skal bestrebe å bli en klimanøytral virksomhet.

Oslo, den 31. Mai 2021



Gisle Jentoft



Guttorm Nielsen  
Styremedlem



Ole Erlend Vormeland  
Styremedlem



Camilla Heidenreich Bommen  
Administrerende Direktør

# SuperOffice Norge AS

## Resultatregnskap

Alle tall i TNOK	Note	NGAAP 2020	NGAAP 2019
<b>DRIFTSINNTEKTER</b>			
Driftsinntekter	2	183 756	180 379
<b>Sum Driftsinntekter</b>		<b>183 756</b>	<b>180 379</b>
<b>DRIFTSKOSTNADER</b>			
Distributøravtale	3	103 225	98 496
Varekostnader	3	29 108	28 594
Lønn og sosiale kostnader	4, 11, 14	35 737	34 471
Andre driftskostnader	5, 13, 14	7 180	7 457
Markedsføringskostnader		1 099	1 836
Tap på fordringer		23	301
Ordinære avskrivninger	6	258	215
<b>Sum driftskostnader</b>		<b>176 630</b>	<b>171 369</b>
<b>Driftsresultat</b>		<b>7 126</b>	<b>9 009</b>
<b>FINANSPOSTER</b>			
Finansinntekter		3 394	3 642
Finanskostnader		1 056	626
<b>Netto finansposter</b>	7	<b>2 338</b>	<b>3 016</b>
<b>Resultat før skattekostnad</b>		<b>9 464</b>	<b>12 026</b>
Skattekostnad	8	2 101	2 673
<b>Årsresultat</b>		<b>7 363</b>	<b>9 353</b>
<b>DISPONERINGER</b>			
Konsernbidrag etter skatt	10	10 699	9 532
Overført til egenkapital	10	(3 336)	(179)

## **SuperOffice Norge AS**

### **Balanse - Eiendeler**

Alle tall i TNOK	Note	NGAAP 31.12.2020	NGAAP 31.12.2019
<b>EIENDELER</b>			
Anleggsmidler			
Utsatt skatt	8	13	55
Varige driftsmidler	6	372	432
<b>Sum anleggsmidler</b>		<b>385</b>	<b>488</b>
Omløpsmidler			
Kundefordringer	9	8 802	15 368
Fordringer på konsernselskap	9	61 829	49 097
Andre kortsiktige fordringer	9	2 586	2 487
<b>Sum fordringer</b>		<b>73 217</b>	<b>66 952</b>
Kontanter og kontantekvivalenter		2 602	289
<b>Sum omløpsmidler</b>		<b>75 819</b>	<b>67 241</b>
<b>SUM EIENDELER</b>		<b>76 204</b>	<b>67 729</b>

## SuperOffice Norge AS

### Balanse - Gjeld og Egenkapital

Alle tall i TNOK	Note	NGAAP 31.12.2020	NGAAP 31.12.2019
<b>GJELD OG EGENKAPITAL</b>			
Egenkapital			
Innskutt egenkapital			
Aksjekapital	10	200	200
Overkurs		4 179	4 179
<b>Sum innskutt egenkapital</b>		<b>4 379</b>	<b>4 379</b>
Opptjent egenkapital		(3 714)	(378)
<b>SUM EGENKAPITAL</b>	<b>10</b>	<b>664</b>	<b>4 001</b>
Gjeld			
Kortsiktig gjeld			
Leverandørgjeld	12	2 636	4 319
Skyldige offentlige avgifter		7 796	6 677
Annen kortsiktig gjeld	12	65 107	52 732
<b>Sum kortsiktig gjeld</b>		<b>75 540</b>	<b>63 728</b>
<b>SUM GJELD</b>		<b>75 540</b>	<b>63 728</b>
<b>SUM GJELD OG EGENKAPITAL</b>		<b>76 204</b>	<b>67 729</b>

Oslo, den 31. Mai 2021



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## Kontantstrømoppstilling

Alle tall i TNOK

	Note	<u>2020</u>	<u>2019</u>
<b>KONTANTSTRØM FRA DRIFTEN</b>			
Resultat før skattekostnad		9 464	12 026
Ordinære avskrivninger	6	258	215
Endring kundefordringer	9	6 566	(5 555)
Endring leverandørgjeld	12	(1 683)	2 020
Endring andre kortsiktige poster		6 625	(8 526)
<b>Kontantstrøm fra driften</b>		<b>21 231</b>	<b>179</b>
<b>KONTANTSTRØM FRA INVESTERINGER</b>			
Utbetalinger ved kjøp av driftsmidler	6	(198)	(226)
<b>Netto kontantstrøm fra investeringer</b>		<b>(198)</b>	<b>(226)</b>
<b>KONTANTSTRØM FRA FINANSIERING</b>			
		21 033	(47)
Utbetaling av ekstraordinært utbytte		(6 500)	-
Utbetaling av konsernbidrag		(12 220)	(7 303)
<b>Netto kontantstrøm fra finansiering</b>		<b>(18 720)</b>	<b>(7 303)</b>
<b>NETTO ENDRING LIKVIDER</b>		<b>2 313</b>	<b>(7 350)</b>
LIKVIDER PR 1.1		289	7 639
LIKVIDER PR 31.12		2 602	289



# NOTER

## SuperOffice Norge AS

### NOTE 1 - REGNSKAPSPRINSIPPER

#### 1.0 Generelt

SuperOffice Norge AS er hjemhørende i Norge. Regnskapet er utarbeidet i henhold til regnskapslovens bestemmelser og god regnskapsskikk i Norge (NGAAP).

#### 1.1 Kriterier for inntektsføring

Inntekter fra salg av lisenser på abonnements løsninger inntektsføres over avtalens varighet. Lisenser som ikke er en abonnements løsning og tjenester inntektsføres på leveringstidspunktet. Inntekter fra årlige avtaler på vedlikehold og support periodiseres og inntektsføres over avtalens varighet

#### 1.2 Skatter

Skattekostnaden i resultatregnskapet omfatter både periodens betalbare skatt og endring i utsatt skatt. Utsatt skatt er beregnet med 22% på grunnlag av de midlertidige forskjeller som eksisterer mellom regnskapsmessige og skattemessige verdier, samt skattemessig underskudd til fremføring ved utgangen av regnskapsåret. Skatteøkende og skattereduserende midlertidige forskjeller som reverserer eller kan reverseres i samme periode er utlignet. Netto utsatt skattefordel balanseføres i den grad det er sannsynlig at denne kan bli nytte gjort.

#### 1.3 Klassifisering i balansen

Eiendeler og forpliktelser knyttet til varekretsløpet klassifiseres som henholdsvis omløpsmidler og kortsiktig gjeld. Fordringer og gjeld som ikke knytter seg til varekretsløpet, klassifiseres som omløpsmidler/kortsiktig gjeld dersom de forfaller innen ett år etter regnskapsavslutningstidspunktet. Øvrige eiendeler/gjeld klassifiseres som langsiktige poster.

#### 1.4 Fordringer

Kundefordringer og andre fordringer er oppført i balansen til pålydende etter fradrag for avsetning til forventet tap. Avsetning til tap gjøres på grunnlag av individuelle vurderinger av de enkelte fordringene..

#### 1.5 Varige driftsmidler

Varige driftsmidler er ført opp i balansen til historisk anskaffelseskost, og avskrives lineært over driftsmidlets levetid. Investeringer knyttet til anskaffelse av IT-utstyr med antatt levetid under tre år er løpende kostnadsført. Ved salg av anleggsmidler medtas gevinster som driftsinntekter, og tap som driftskostnader. Hvis balanseført verdi er høyere enn både salgsverdi og gjenvinnbart beløp foretas det nedskrivning til det høyeste av salgsverdi og gjenvinnbart beløp.

#### 1.6 Pensjoner

Innskuddsplaner periodiseres etter sammenstillingsprinsippet. Årets innskudd til pensjonsordningen kostnadsføres i regnskapet.

#### 1.7 Bruk av estimater

Ledelsen har benyttet estimater og forutsetninger som har påvirket eiendeler, forpliktelser, inntekter, kostnader og informasjon på potensielle forpliktelser. Fremtidige hendelser kan føre til endringer i disse estimatene. Estimater og forutsetninger blir kontinuerlig vurdert. Slike endringer vil bli innregnet i perioden nye estimater kan bli vurdert med sikkerhet.

#### 1.8 Leieavtaler

Operasjonelle leieavtaler, leieavtaler hvor det vesentligste av risiko og avkastning som er forbundet med eierskap av eiendelen er beholdt av utleier, klassifiseres som operasjonelle leieavtaler. Leiebetalingen klassifiseres som driftskostnad og resultatføres lineært over kontraktperioden. Selskapet har ingen finansielle leieavtaler.

#### 1.9 Prinsipper

Kontantstrømpoppstillingen utarbeides etter den indirekte metoden. Kontanter og kontantekvivalenter omfatter kontanter, bankinnskudd og andre kortsiktige, likvide plasseringer som umiddelbart og med uvesentlig kursrisiko kan konverteres til kjente kontantbeløp og med gjenværende løpetid mindre enn tre måneder fra anskaffelsesdato.

**SuperOffice Norge AS - NGAAP**  
**NOTE 2 – FORDELING AV INNTEKTER ETTER ART**

Alle tall i TNOK

FORDELING AV INNTEKTER ETTER ART	2020	2019
Lisenser og vedlikehold	172 042	167 021
Tjenester	10 976	13 358
<b>Totalt</b>	<b>183 756</b>	<b>180 379</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 3 – DISTRIBUTØR OG VAREKOSTNADER**

Distributøravtale er en avtale om salg av programvare i Norge som SuperOffice Norge AS har med SuperOffice AS.

Alle tall i TNOK

SPESIFIKASJON AV VAREKOSTNADER	2020	2019
Partner salgskostnader	25 116	25 108
Tredjeparts produktkostnad	3 712	3 289
Tredjeparts servicekostnad	210	-
Andre kostnader	70	197
<b>Totalt</b>	<b>29 108</b>	<b>28 594</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 4 – LØNN OG SOSIALE KOSTNADER**

Alle tall i TNOK

LØNNKOSTNADER	2020	2019
Lønn inkl. feriepenger	21 715	18 849
Bonus	4 037	6 233
Arbeidsgiveravgift	3 874	3 874
Pensjonskostnad*	2 011	1 366
Andre personalkostnader	4 099	4 149
<b>Sum lønn og sosiale kostnader</b>	<b>35 737</b>	<b>34 471</b>

\*) Pensjonskostnader se note 11

Gjennomsnitt antall årsverk	32	31
Sykefravær i %	6,40 %	3,63 %

**SuperOffice Norge AS - NGAAP**  
**NOTE 5 – ANDRE DRIFTSKOSTNADER**

Alle tall i TNOK	2020	2019
Konsulentkostnader	454	409
Husleiekostnader	4 370	4 353
Leasingkostnader (eks. firmabil)	200	247
Utstyr, ikke aktivert	117	270
Vedlikehold programvare og maskiner	1 047	773
Generelle kontorkostnader	186	207
Kommunikasjonskostnader	238	283
Firmabilkostnader	381	405
Reisekostnader	187	509
<b>Sum andre driftskostnader</b>	<b>7 180</b>	<b>7 457</b>

**SuperOffice Norge AS – NGAAP**  
**NOTE 6 – VARIGE DRIFTSMIDLER**

Alle tall i TNOK

<b>2020</b>	Utstyr, programvare, inventar o.l.
Anskaffelseskost 01.01.	1 677
Tilgang	198
<b>Anskaffelseskost 31.12.</b>	<b>1 875</b>
Akkumulerte av- og nedskr. 01.01	1 245
Årets avskrivning	258
<b>Akkumulerte av- og nedskr. 31.12</b>	<b>1 503</b>
<b>BOKFØRT VERDI 31.12</b>	<b>372</b>
Avskrivningsmetode	Lineær
Økonomisk levetid	3-10 år

<b>2019</b>	Utstyr, programvare, inventar o.l.
Anskaffelseskost 01.01.	1 452
Tilgang	226
<b>Anskaffelseskost 31.12.</b>	<b>1 677</b>
Akkumulerte av- og nedskr. 01.01	1 031
Årets avskrivning	215
<b>Akkumulerte av- og nedskr. 31.12</b>	<b>1 245</b>
<b>BOKFØRT VERDI 31.12</b>	<b>432</b>
Avskrivningsmetode	Lineær
Økonomisk levetid	3-10 år

**SuperOffice Norge AS - NGAAP**  
**NOTE 7 – FINANS POSTER**

Alle tall i TNOK

Netto finansposter består av	2020	2019
Renteinntekter	36	59
Renteinntekt konsernselskap	2 330	3 045
Agio gevinst	1 028	538
Andre finansinntekter	1	
<b>Sum finansinntekter</b>	<b>3 394</b>	<b>3 642</b>
Rentekostnader	11	46
Agio tap	963	543
Andre finanskostnader	82	36
<b>Sum finanskostnader</b>	<b>1 056</b>	<b>626</b>
<b>Netto finansposter</b>	<b>2 338</b>	<b>3 016</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 8 – REGNSKAPSBEHANDLING AV SKATT**

Alle tall i TNOK

ÅRETS SKATTEKOSTNAD FREMKOMMER SLIK	2020	2019
Betalbar skatt	2 059	2 688
Endring i utsatt skatt	42	(15)
<b>Skattekostnad</b>	<b>2 101</b>	<b>2 673</b>
Avstemming fra nominell til faktisk skattesats	2020	2019
<b>Ordinært resultat før skatt</b>	<b>9 464</b>	<b>12 026</b>
FORVENTET INNTEKTSSKATT ETTER NOMINELL SKATTESATS	2 082	2 646
Skatteeffekten av følgende poster:		
Permanente forskjeller	19	27
Endring i utsatt skatt som følge av endret skattesats	-	-
<b>Effektiv skattesats</b>	<b>22 %</b>	<b>22 %</b>
Betalbar skatt i balansen:		
betalbar skatt i skattekostnaden	2 059	2 688
Skattevirkning av konsernbidrag, Stiftelses-/emisjonskostnade	(2 059)	(2 688)
<b>Betalbar skatt i balansen</b>	<b>-</b>	<b>-</b>

SPESIFIKASJON AV SKATTEEFFEKTEN AV MIDLERTIDIGE FORSKJELLER

	2020		2019	
	Fordel	Forpliktelse	Fordel	Forpliktelse
Gevinst- og tapskonto	-	41	-	51
Driftsmidler	(75)	-	(78)	-
Fordringer	-	21	(29)	-
<b>Sum</b>	<b>(75)</b>	<b>62</b>	<b>(107)</b>	<b>51</b>
Netting utsatt skattefordel/-forpliktelse	75	(75)	107	(107)
<b>Utsatt skattefordel/-forpliktelse i balansen</b>	<b>-</b>	<b>(13)</b>	<b>-</b>	<b>(55)</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 9 – KUNDEFORDRINGER OG ANDRE FORDRINGER**

Alle tall i TNOK

KUNDEFORDRINGER	2020	2019
Kundefordringer	8 802	15 608
<b>Kundefordringer 31.12.</b>	<b>8 802</b>	<b>15 608</b>
Avsatt tap på krav	-	(240)
<b>Kundefordringer netto 31.12.</b>	<b>8 802</b>	<b>15 368</b>

Realisert tap på fordringer er klassifisert som driftskostnad i resultatregnskapet.

Aldersfordeling på kundefordringer pr 31.12.2020 er som følger:

Ikke forfalt	Under 30 dager	30-60 dager	60-90 dager	Mer enn 90 dager	Sum
5 899	2 985	36	(18)	(100)	8 802

Aldersfordeling på kundefordringer pr 31.12.2019 er som følger:

Ikke forfalt	Under 30 dager	30-60 dager	60-90 dager	Mer enn 90 dager	Sum
8 538	6 760	234	(314)	389	15 608

<b>Andre kortsiktige fordringer</b>	2020	2019
Forskuddsbetalte kostnader	2 586	2 487
<b>Sum andre kortsiktige fordringer</b>	<b>2 586</b>	<b>2 487</b>

<b>Fordringer på konsernselskap</b>	2020	2019
SuperOffice AS	61 829	49 097
<b>Sum fordringer på konsernselskap</b>	<b>61 829</b>	<b>49 097</b>

Fordring på morselskap renteberegnes kvartalsvis med NIBOR + margin.

**SuperOffice Norge AS - NGAAP**  
**NOTE 10 – EGENKAPITAL OG ANTALL AKSJER**

SuperOffice Norge AS I TNOK	Aksje kapital	Overkurs- fond	Annen egenkapital	Totalt
Egenkapital 01.01.2020	200	4 179	(378)	4 001
Årsresultat	-	-	7 363	7 363
Ekstra ordinært utbytte	-	-	(6 500)	(6 500)
Konsernbidrag etter skatt	-	-	(4 199)	(4 199)
<b>Egenkapital 31.12.2020</b>	<b>200</b>	<b>4 179</b>	<b>(3 714)</b>	<b>664</b>

SuperOffice Norge AS I TNOK	Aksje kapital	Overkurs- fond	Annen egenkapital	Totalt
Egenkapital 01.01.2019	200	4 179	(199)	4 180
Årsresultat	-	-	9 353	9 353
Konsernbidrag etter skatt	-	-	(9 532)	(9 532)
<b>Egenkapital 31.12.2019</b>	<b>200</b>	<b>4 179</b>	<b>(378)</b>	<b>4 001</b>

<b>Antall aksjer</b>	2020	2019
Ordinære aksjer, pålydende NOK 100	2 000	2 000
<b>Ordinære aksjer, 31.12</b>	<b>2 000</b>	<b>2 000</b>

Selskapets aksjer er tatt i pant som sikkerhet for lån i SuperOffice Group AS

SuperOffice Norge AS er et heleid datterselskap av SuperOffice AS som igjen er et heleid datterselskap av SuperOffice Group AS.  
 SuperOffice Group AS har forretningskontorer i Wergelandsveien 27 og utarbeider konsernregnskap hvor SuperOffice Norge AS inngår i konsolideringen.

**SuperOffice Norge AS - NGAAP**  
**NOTE 11 - PENSJON**

SuperOffice Norge AS er pliktig til å ha en tjenstepensjonsordning i henhold til "lov om obligatorisk tjenstepensjon". Selskapets pensjonsordning oppfyller lovens krav.

SuperOffice Norge AS har en innskuddsbasert pensjonsordning for 32 ansatte. Det har i løpet av år 2020 blitt innbetalt TNOK 2 011 til ordningen og tilsvarende beløp er kostnadsført i regnskapet.

Pensjonskostnad i TNOK	2020	2019
OTP ordning	2 011	1 366
Årets pensjonskostnad	2 011	1 366

**SuperOffice Norge AS - NGAAP**  
**NOTE 12 – LEVERANDØRGJELD OG ANNEN KORTSIKTIG GJELD**

Alle tall i TNOK

Leverandørgjeld	2020	2019
Leverandørreskontro	2 636	4 319
Leverandørgjeld	2 636	4 319

Annen kortsiktig gjeld	2020	2019
Forskuddsbetalte inntekter	61 285	48 040
Påløpte/Forskuddsbetalte kostnader	(1 248)	(416)
Påløpte lønnskostnader	2 090	2 680
Påløpte feriepenge	2 980	2 428
Annen kortsiktig gjeld	65 107	52 732



**SuperOffice Norge AS - NGAAP**  
**NOTE 13 - LEIEAVTALER**

Samtlige avtaler er operasjonelle leieavtaler. Enkelte av avtalene er gjenstand for indeksregulering eller renteregulering.

**Leieavtaler**

Alle tall i TNOK

2020

Operasjonelle leieavtaler	Avtale med forfall innen 1 år	Avtale med forfall mellom 1-5 år	Avtale med forfall senere enn 5 år	Sum
Firmabiler	329	548	-	877
<b>Sum</b>	<b>329</b>	<b>548</b>	<b>-</b>	<b>877</b>

2019

Operasjonelle leieavtaler	Avtale med forfall innen 1 år	Avtale med forfall mellom 1-5 år	Avtale med forfall senere enn 5 år	Sum
Firmabiler	328	876	-	1 204
<b>Sum</b>	<b>328</b>	<b>876</b>	<b>-</b>	<b>1 204</b>

SuperOffice Norge AS har ingen finansielle leieavtaler.

**SuperOffice Norge AS - NGAAP**  
**NOTE 14 – GODTGJØRELSER**

Alle tall i TNOK

**Godtgjørelser til ledelsen**

2020	Lønn	Bonus	Natural- ytelser	Pensjon	Andre godt- gjørelser	Sum
Camilla Heidenreich Bommen, Daglig leder	1 364	324	9	105	140	1 943
<b>Sum</b>	<b>1 364</b>	<b>324</b>	<b>9</b>	<b>105</b>	<b>140</b>	<b>1 943</b>
2019	Lønn	Bonus	Natural- ytelser	Pensjon	Andre godt- gjørelser	Sum
Camilla Heidenreich Bommen, Daglig leder	1 332	404	15	95	153	2 000
<b>Sum</b>	<b>1 332</b>	<b>404</b>	<b>15</b>	<b>95</b>	<b>153</b>	<b>2 000</b>

Hovedkriteriene for bonus er salg av lisenser og graden av kundelojalitet.

Det er ikke gitt lån/sikkerhetsstillelse til daglig leder, styrets leder eller andre nærstående parter.

**Opsjoner**

SuperOffice Norge AS har ved utgangen av 2020 ingen løpende opsjonsprogram.

**Godtgjørelse til styret og daglig leder**

Styret vil foreslå for generalforsamlingen at styret ikke mottar honorar. Daglig leder i SuperOffice Norge AS har en bonusavtale begrenset opp til TNOK 1 120.

## REVISJON

Godgjørelse til revisor

Alle tall i TNOK	2020	2019
Lovpålagt revisjon	232	110
Skatterådgivning	17	39
<b>Total</b>	<b>249</b>	<b>149</b>

Tall ekskl. mva.

### SuperOffice Norge AS - NGAAP NOTE 15 – FINANSIELL RISIKO

Den finansielle risiko for SuperOffice Norge AS relaterer seg hovedsakelig til:

#### Kredittrisiko

Risiko for at motparter ikke har økonomisk evne til å oppfylle sine forpliktelser anses lav siden det historisk har vært lave tap på fordringer. Sett i lys av det nåværende utbrudd av Covid-19 har risikoen for økt på tap krav blitt noe høyere. Selskapet har gode rutiner for oppfølging av utestående fordringer og tapene har ikke vært høyere i løpet av 2020. Selskapet har retningslinjer for kredittsjekk av nye kunder/partnere og rutiner for å påse at salg kun foretas til kunder/partnere som ikke har hatt betydelige betalingsproblemer tidligere.

#### Rente- og likviditetsrisiko

Selskapet har ingen rentebærende gjeld og er hovedsakelig finansiert gjennom egenkapital. Overskuddslikviditet plasseres hovedsakelig som bankinnskudd.

#### Prisrisiko

Prisrisiko er risiko for at prisene på selskapets produkter vil endres over tid. Selskapet er ikke utsatt for noen spesifikk prisrisiko eller risiko relatert til underliggende varer, men prisene kan endres over tid som følge av endringer i de markedene selskapet har virksomhet.

### SuperOffice Norge AS - NGAAP NOTE 16 – HENDELSER ETTER BALANSEDAGEN

Det har ikke vært hendelser etter balansedagen som påvirker regnskapet i vesentlig grad.



Til generalforsamlingen i Superoffice Norge AS

## *Uavhengig revisors beretning*

### *Uttalelse om revisjonen av årsregnskapet*

---

#### *Konklusjon*

Vi har revidert Superoffice Norge AS' årsregnskap som består av balanse per 31. desember 2020, resultatregnskap og kontantstrømoppstilling for regnskapsåret avsluttet per denne datoen og noter til årsregnskapet, herunder et sammendrag av viktige regnskapsprinsipper.

Etter vår mening er det medfølgende årsregnskapet avgitt i samsvar med lov og forskrifter og gir et rettviseende bilde av selskapets finansielle stilling per 31. desember 2020, og av dets resultater og kontantstrømmer for regnskapsåret avsluttet per denne datoen i samsvar med regnskapslovens regler og god regnskapsskikk i Norge.

#### *Grunnlag for konklusjonen*

Vi har gjennomført revisjonen i samsvar med lov, forskrift og god revisjonsskikk i Norge, herunder de internasjonale revisjonsstandardene International Standards on Auditing (ISA-ene). Våre oppgaver og plikter i henhold til disse standardene er beskrevet i Revisors oppgaver og plikter ved revisjon av årsregnskapet. Vi er uavhengige av selskapet slik det kreves i lov og forskrift, og har overholdt våre øvrige etiske forpliktelser i samsvar med disse kravene. Etter vår oppfatning er innhentet revisjonsbevis tilstrekkelig og hensiktsmessig som grunnlag for vår konklusjon.

#### *Øvrig informasjon*

Ledelsen er ansvarlig for øvrig informasjon. Øvrig informasjon omfatter informasjon i årsrapporten bortsett fra årsregnskapet og den tilhørende revisjonsberetningen.

Vår uttalelse om revisjonen av årsregnskapet dekker ikke øvrig informasjon, og vi attesterer ikke den øvrige informasjonen.

I forbindelse med revisjonen av årsregnskapet er det vår oppgave å lese øvrig informasjon med det formål å vurdere hvorvidt det foreligger vesentlig inkonsistens mellom øvrig informasjon og årsregnskapet, kunnskap vi har opparbeidet oss under revisjonen, eller hvorvidt den tilsynelatende inneholder vesentlig feilinformasjon.

Dersom vi konkluderer med at den øvrige informasjonen inneholder vesentlig feilinformasjon er vi pålagt å rapportere det. Vi har ingenting å rapportere i så henseende.

#### *Styrets og daglig leders ansvar for årsregnskapet*

Styret og daglig leder (ledelsen) er ansvarlig for å utarbeide årsregnskapet i samsvar med lov og forskrifter, herunder for at det gir et rettviseende bilde i samsvar med regnskapslovens regler og god regnskapsskikk i Norge. Ledelsen er også ansvarlig for slik internkontroll som den finner nødvendig for å kunne utarbeide et årsregnskap som ikke inneholder vesentlig feilinformasjon, verken som følge av misligheter eller utilsiktede feil.



Ved utarbeidelsen av årsregnskapet må ledelsen ta standpunkt til selskapets evne til fortsatt drift og opplyse om forhold av betydning for fortsatt drift. Forutsetningen om fortsatt drift skal legges til grunn for årsregnskapet så lenge det ikke er sannsynlig at virksomheten vil bli avviklet.

---

### *Revisors oppgaver og plikter ved revisjonen av årsregnskapet*

Vårt mål med revisjonen er å oppnå betryggende sikkerhet for at årsregnskapet som helhet ikke inneholder vesentlig feilinformasjon, verken som følge av misligheter eller utilsiktede feil, og å avgi en revisjonsberetning som inneholder vår konklusjon. Betryggende sikkerhet er en høy grad av sikkerhet, men ingen garanti for at en revisjon utført i samsvar med lov, forskrift og god revisjonsskikk i Norge, herunder ISA-ene, alltid vil avdekke vesentlig feilinformasjon som eksisterer. Feilinformasjon kan oppstå som følge av misligheter eller utilsiktede feil. Feilinformasjon blir vurdert som vesentlig dersom den enkeltvis eller samlet med rimelighet kan forventes å påvirke økonomiske beslutninger som brukerne foretar basert på årsregnskapet.

For videre beskrivelse av revisors oppgaver og plikter vises det til:  
<https://revisorforeningen.no/revisjonsberetninger>

### *Uttalelse om andre lovmessige krav*

---

#### *Konklusjon om årsberetningen*

Basert på vår revisjon av årsregnskapet som beskrevet ovenfor, mener vi at opplysningene i årsberetningen om årsregnskapet og forutsetningen om fortsatt drift er konsistente med årsregnskapet og i samsvar med lov og forskrifter.

---

#### *Konklusjon om registrering og dokumentasjon*

Basert på vår revisjon av årsregnskapet som beskrevet ovenfor, og kontrollhandlinger vi har funnet nødvendig i henhold til internasjonal standard for attestasjonsoppdrag (ISAE) 3000 «Attestasjonsoppdrag som ikke er revisjon eller forenklet revisorkontroll av historisk finansiell informasjon», mener vi at ledelsen har oppfylt sin plikt til å sørge for ordentlig og oversiktlig registrering og dokumentasjon av selskapets regnskapsopplysninger i samsvar med lov og god bokføringskikk i Norge.

Oslo, 31. mai 2021  
**PricewaterhouseCoopers AS**

Øystein Sandvik  
Statsautorisert revisor  
(elektronisk signert)

## Revisjonsberetning

---

### Signers:

<b>Name</b>	<b>Method</b>	<b>Date</b>
Sandvik, Øystein Blåka	BANKID_MOBILE	2021-05-31 21:39



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# Årsrapport 2019

## SuperOffice Norge AS

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# ÅRSBERETNING – SUPEROFFICE NORGE AS

## *Virksomhetens art*

Selskapet er et CRM (Customer Relationship Management) selskap som selger CRM-software, service og konsulentvirksomhet hovedsakelig på det norske markedet. Selskapet er lokalisert i Wergelandsveien 27, i Oslo.

## *Fortsatt drift*

I samsvar med regnskapslovens § 3-3 bekreftes det at forutsetningen om fortsatt drift er til stede og denne forutsetningen er lagt til grunn ved utarbeidelsen av regnskapet.

## *Redegjørelse for årsregnskapet*

Omsetningen økte fra MNOK 165 i 2018 til MNOK 180 i 2019, noe som tilsvarer en vekst på 9 %. Veksten kommer i hovedsak fra salg av lisenser fra MNOK 153 i 2018 til MNOK 167 i 2019. Konsulentinntekt var MNOK 12 i 2018 og MNOK i 13 i 2019, som tilsvarer en økning på 14%. Effektivisering av driften har gjort at 2019 var et økonomisk tilfredsstillende år. Årsresultatet økte fra MNOK 5,4 i 2018 til MNOK 9,5 i 2019.

Selskapet hadde pr 31.12.2019 en egenkapitalandel på 5,9 %

Det fremlagte årsregnskapet gir etter styrets oppfatning en rettvise oversikt av SuperOffice Norge AS eiendeler og gjeld, finansielle stilling og resultat.

Årsresultatet for 2019 ble kr 9 532 809,-, som foreslås disponert som følger:

Avgitt konsernbidrag	9 531 608,-
Overført til annen egenkapital	-178 799,-
<b>Sum overføringer</b>	<b>9 352 809,-</b>

## *Risiko*

Kredittrisiko for at motparter ikke har økonomisk evne til å oppfylle sine forpliktelser anses lav, da det historisk har vært lite tap på fordringer. Selskapets valutarisiko er minimal.

## *Arbeidsmiljø*

Styret anser arbeidsmiljøet i selskapet som bra. Det er ikke iverksatt spesielle tiltak. Det har ikke vært noen personskader eller materielle skader under det avsluttede regnskapsår. Sykefraværet var på 3,63%



### Likestilling

Styret i selskapet består av 3 menn. I selskapsledelsen sitter 1 kvinne og 3 menn. Selskapets personalpolitikk er basert på lik lønn for likt arbeid. Dette innebærer at kvinner og menn har lik lønn i lik stilling, forutsatt at øvrige forhold – som for eksempel erfaring og akademisk bakgrunn – er like. Selskapet arbeider aktivt for å tilrettelegge for at ansatte av begge kjønn har anledning til å kombinere arbeids- og familieliv. Selskapet tilstreber likestilling ved nyansettelser.

### Ytre miljø

Selskapets virksomhet er ikke av en slik karakter at den forårsaker noen spesiell forurensning av det ytre miljø utover normal kontordrift.

Innsatsfaktorene i utviklingen av våre produkter og tjenester – programvare og konsulenttenester – er mennesker og kunnskap. Det er utarbeidet en miljøpolitikk som omhandler hvordan SuperOffice Norge AS som selskap, våre medarbeidere og våre valg, skal bidra til et bedre miljø. SuperOffice Norge AS arbeider systematisk med å holde CO<sub>2</sub> utslipp på et lavest mulig nivå. Virksomheten er lokalisert slik at våre kunder kan bruke offentlig kommunikasjon. SuperOffice Norge AS skal bestrebe å bli en klimanøytral virksomhet.

Oslo, den 17. April 2020



Gisle Jentoft  
Styreleder



Camilla Heidenreich Bommen  
Administrerende Direktør



Guttorm Nielsen  
Styremedlem



Ole Erlend Vormeland  
Styremedlem

# FINANSIELL INFORMASJON

## SuperOffice Norge AS (NGAAP)

### Resultatregnskap

Alle tall i TNOK	Note	NGAAP 2019	NGAAP 2018
<b>DRIFTSINNETEKTER</b>			
Driftsinntekter	2	180 379	164 774
<b>Sum Driftsinntekter</b>		<b>180 379</b>	<b>164 774</b>
<b>DRIFTSKOSTNADER</b>			
Distributøravtale	3	98 496	94 203
Varekostnader	3	28 594	23 854
Lønn og sosiale kostnader	4, 11, 14	34 471	32 251
Andre driftskostnader	5, 13, 14	7 457	7 395
Markedsføringskostnader		1 836	1 821
Tap på fordringer		301	86
Ordinære avskrivninger	6	215	221
<b>Sum driftskostnader</b>		<b>171 369</b>	<b>159 830</b>
<b>Driftsresultat</b>		<b>9 009</b>	<b>4 943</b>
<b>FINANSPOSTER</b>			
Finansinntekter		3 642	2 338
Finanskostnader		626	260
<b>Netto finansposter</b>	7	<b>3 016</b>	<b>2 079</b>
<b>Resultat før skattekostnad</b>		<b>12 026</b>	<b>7 022</b>
Skattekostnad	8	2 673	1 641
<b>Årsresultat</b>		<b>9 353</b>	<b>5 381</b>
<b>DISPONERINGER</b>			
Konsemdrag etter skatt	10	9 532	5 623
Overført til egenkapital	10	(179)	(242)

## **SuperOffice Norge AS - NGAAP**

### **Balanse - Eiendeler**

Alle tall i TNOK	Note	NGAAP 31.12.2019	NGAAP 31.12.2018
<b>EIENDELER</b>			
Anleggsmidler			
Utsatt skatt	8	55	40
Varige driftsmidler	6	432	421
Sum anleggsmidler		488	461
Omløpsmidler			
Kundefordringer	9	15 368	9 813
Fordringer på konsernselskap	9	49 097	34 721
Andre kortsiktige fordringer	9	2 487	1 856
Sum fordringer		66 952	46 391
Kontanter og kontantekvivalenter		289	7 639
Sum omløpsmidler		67 241	54 030
<b>SUM EIENDELER</b>		<b>67 729</b>	<b>54 491</b>

## SuperOffice Norge AS - NGAAP

### Balanse - Gjeld og Egenkapital

Alle tall i TNOK	Note	NGAAP 31.12.2019	NGAAP 31.12.2018
<b>GJELD OG EGENKAPITAL</b>			
Egenkapital			
Innskutt egenkapital			
Aksjekapital	10	200	200
Overkurs		4 179	4 179
Sum innskutt egenkapital		4 379	4 379
Opptjent egenkapital		(378)	(199)
<b>SUM EGENKAPITAL</b>	<b>10</b>	<b>4 001</b>	<b>4 180</b>
Gjeld			
Kortsiktig gjeld			
Leverandørgjeld	12	4 319	2 299
Skyldige offentlige avgifter		6 677	5 999
Annen kortsiktig gjeld	12	52 732	42 013
Sum kortsiktig gjeld		63 728	50 311
<b>SUM GJELD</b>		<b>63 728</b>	<b>50 311</b>
<b>SUM GJELD OG EGENKAPITAL</b>		<b>67 729</b>	<b>54 491</b>

Oslo, den 17. April 2020



Gisle Jentoft  
Styreleder



Guttorm Nielsen  
Styremedlem



Ole Erlend Vormeland  
Styremedlem



Camilla Heidenreich Bommen  
Administrerende Direktør

## Kontantstrømoppstilling

Alle tall i TNOK

	Note	<u>2019</u>	<u>2018</u>
KONTANTSTRØM FRA DRIFTEN			
Resultat før skattekostnad		12 026	7 022
Ordinære avskrivninger	6	215	221
Endring kundefordringer	9	(5 555)	(2 178)
Endring leverandørgjeld	12	2 020	639
Endring kortsiktig gjeld		(8 526)	5 474
Kontantstrøm fra driften		179	11 178
KONTANTSTRØM FRA INVESTERINGER			
Utbetalinger ved kjøp av driftsmidler	6	(226)	(305)
Netto kontantstrøm fra investeringer		(226)	(305)
KONTANTSTRØM FØR FINANSIERING			
		(47)	10 873
Utbetaling av konsernbidrag		(7 303)	(6 269)
Netto kontantstrøm fra finansiering		(7 303)	(6 269)
NETTO ENDRING LIKVIDER			
		(7 350)	4 604
LIKVIDER PR 1.1		7 639	3 035
LIKVIDER PR 31.12		289	7 639

# NOTER

## SuperOffice Norge AS - NGAAP NOTE 1 - REGNSKAPSPRINSIPPER

### 1.0 Generelt

SuperOffice Norge AS er hjemmehørende i Norge. Regnskapet er utarbeidet i henhold til regnskapslovens bestemmelser og god regnskapsskikk i Norge (NGAAP).

### 1.1 Kriterier for inntektsføring

Inntekter fra salg av lisenser på abonnements løsninger inntektsføres over avtalens varighet. Lisenser som ikke er en abonnements løsning og tjenester inntektsføres på leveringstidspunktet. Inntekter fra årlige avtaler på vedlikehold og support periodiseres og inntektsføres over avtalens varighet

### 1.2 Skatter

Skattekostnaden i resultatregnskapet omfatter både periodens betalbare skatt og endring i utsatt skatt. Utsatt skatt er beregnet med 22% på grunnlag av de midlertidige forskjeller som eksisterer mellom regnskapsmessige og skattemessige verdier, samt skattemessig underskudd til fremføring ved utgangen av regnskapsåret. Skatteøkende og skattereduserende midlertidige forskjeller som reverserer eller kan reverseres i samme periode er utlignet. Netto utsatt skattefordel balanseføres i den grad det er sannsynlig at denne kan bli nytte gjort.

### 1.3 Klassifisering i balansen

Eiendeler og forpliktelser knyttet til varekretsløpet klassifiseres som henholdsvis omløpsmidler og kortsiktig gjeld. Fordringer og gjeld som ikke knytter seg til varekretsløpet, klassifiseres som omløpsmidler/kortsiktig gjeld dersom de forfaller innen ett år etter regnskapsavslutningstidspunktet. Øvrige eiendeler/gjeld klassifiseres som langsiktige poster.

### 1.4 Fordringer

Kundefordringer og andre fordringer er oppført i balansen til pålydende etter fradrag for avsetning til forventet tap. Avsetning til tap gjøres på grunnlag av individuelle vurderinger av de enkelte fordringene..

### 1.5 Varige driftsmidler

Varige driftsmidler er ført opp i balansen til historisk anskaffelseskost, og avskrives lineært over driftsmidlets levetid. Investeringer knyttet til anskaffelse av IT-utstyr med antatt levetid under tre år er løpende kostnadsført. Ved salg av anleggsmidler medtas gevinster som driftsinntekter, og tap som driftskostnader. Hvis balanseført verdi er høyere enn både salgsverdi og gjenvinnbart beløp foretas det nedskrivning til det høyeste av salgsverdi og gjenvinnbart beløp. Tidligere nedskrivninger hvis forutsetningene for nedskrivningen ikke lenger er til stede.

### 1.6 Pensjoner

Innskuddsplaner periodiseres etter sammenstillingsprinsippet. Årets innskudd til pensjonsordningen kostnadsføres i regnskapet.

### 1.7 Bruk av estimater

Ledelsen har benyttet estimater og forutsetninger som har påvirket eiendeler, forpliktelser, inntekter, kostnader og informasjon på potensielle forpliktelser. Fremtidige hendelser kan føre til endringer i disse estimatene. Estimater og forutsetninger blir kontinuerlig vurdert. Slike endringer vil bli innregnet i perioden nye estimater kan bli vurdert med sikkerhet.

### 1.8 Leieavtaler

Operasjonelle leieavtaler, leieavtaler hvor det vesentligste av risiko og avkastning som er forbundet med eierskap av eiendelen er beholdt av utleier, klassifiseres som operasjonelle leieavtaler. Leiebetalinger klassifiseres som driftskostnad og resultatføres lineært over kontraktsperioden. Selskapet har ingen finansielle leieavtaler.

**SuperOffice Norge AS - NGAAP**  
**NOTE 2 – FORDELING AV INNTEKTER ETTER ART**

Alle tall i TNOK

FORDELING AV INNTEKTER ETTER ART	2019	2018
Lisenser og vedlikehold	167 021	153 020
Tjenester	13 358	11 754
<b>Totalt</b>	<b>180 379</b>	<b>164 774</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 3 – DISTRIBUTØR OG VAREKOSTNADER**

Distributøravtale er en avtale om salg av programvare i Norge som SuperOffice Norge AS har med SuperOffice AS.

Alle tall i TNOK

SPESIFIKASJON AV VAREKOSTNADER	2019	2018
Direkte salgskostnader	25 108	21 707
Tredjeparts produkt kostnad	3 289	2 019
Andre kostnader	197	127
<b>Totalt</b>	<b>28 594</b>	<b>23 854</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 4 – LØNN OG SOSIALE KOSTNADER**

Alle tall i TNOK

LØNNKOSTNADER	2019	2018
Lønn inkl. feriepenger	18 849	17 512
Bonus	6 233	5 639
Arbeidsgiveravgift	3 874	3 615
Pensjonskostnad*	1 366	1 513
Andre personalkostnader	4 149	3 972
<b>Sum lønn og sosiale kostnader</b>	<b>34 471</b>	<b>32 251</b>

\*) Pensjonskostnader se note 11

Gjennomsnitt antall årsverk	31	30
Sykefravær i %	3,63 %	3,30 %

**SuperOffice Norge AS - NGAAP**  
**NOTE 5 – ANDRE DRIFTSKOSTNADER**

Alle tall i TNOK	2019	2018
Konsulentkostnader	409	377
Husleiekostnader	4 353	4 347
Leasingkostnader (eks. firmabil)	247	306
Utstyr, ikke aktivert	270	293
Vedlikehold programvare og maskiner	773	694
Generelle kontorkostnader	207	191
Kommunikasjonskostnader	283	337
Firmabilkostnader	405	415
Reisekostnader	509	435
Sum andre driftskostnader	7 457	7 395



**SuperOffice Norge AS – NGAAP**  
**NOTE 6 – VARIGE DRIFTSMIDLER**

Alle tall i TNOK

<b>2019</b>	Utstyr, lisenser, programvare, inventar o.l.
Anskaffelseskost 01.01.	1 452
Tilgang	226
Anskaffelseskost 31.12.	1 677
Akkumulerte av- og nedskr. 01.01	1 031
Årets avskrivning	215
Akkumulerte av- og nedskr. 31.12	1 245
<b>BOKFØRT VERDI 31.12</b>	<b>432</b>

Avskrivningsmetode	Lineær
Økonomisk levetid	3-10 år

<b>2018</b>	Utstyr, lisenser, programvare, inventar o.l.
Anskaffelseskost 01.01.	1 147
Tilgang	305
Anskaffelseskost 31.12.	1 452
Akkumulerte av- og nedskr. 01.01	810
Årets avskrivning	221
Akkumulerte av- og nedskr. 31.12	1 031
<b>BOKFØRT VERDI 31.12</b>	<b>421</b>

Avskrivningsmetode	Lineær
Økonomisk levetid	3-10 år

**SuperOffice Norge AS - NGAAP**  
**NOTE 7 – FINANSPOSTER**

Alle tall i TNOK

Netto finansposter består av	2019	2018
Renteinntekter	59	39
Renteinntekt konsernselskap	3 045	2 250
Agio gevinst	538	49
<b>Sum finansinntekter</b>	<b>3 642</b>	<b>2 338</b>
Rentekostnader	46	21
Agio tap	543	204
Andre finanskostnader	36	34
<b>Sum finanskostnader</b>	<b>626</b>	<b>260</b>
<b>Netto finansposter</b>	<b>3 016</b>	<b>2 079</b>

**SuperOffice Norge AS - NGAAP**  
**NOTE 8 – REGNSKAPSBEHANDLING AV SKATT**

Alle tall i TNOK

ÅRETS SKATTEKOSTNAD FREMKOMMER SLIK	2019	2018
Betalbar skatt	2 688	1 680
Endring i utsatt skatt	(15)	(30)
Endring i skatt fra tidligere år		(9)
<b>Skattekostnad</b>	<b>2 673</b>	<b>1 641</b>
Avstemming fra nominell til faktisk skattesats	2019	2018
<b>Ordinært resultat før skatt</b>	<b>12 026</b>	<b>7 022</b>
FORVENTET INNTEKTSSKATT ETTER NOMINELL SKATTESATS 22%(2019) 23%(2018)	2 646	1 615
Skatteeffekten av følgende poster:		
Permanente forskjeller	27	33
<b>Skattekostnad</b>	<b>2 673</b>	<b>1 650</b>
<b>Effektiv skattesats</b>	<b>22 %</b>	<b>23 %</b>
Betalbar skatt i balansen:		
betalbar skatt i skattekostnaden	2 688	1 680
Skattevirkning av konsernbidrag, Stiftelses-/emisjonskostnader	(2 688)	(1 680)
<b>Betalbar skatt i balansen</b>	<b>-</b>	<b>-</b>

SPESIFIKASJON AV SKATTEEFFEKTEN AV MIDLERTIDIGE FORSKJELLER

	2019		2018	
	Fordel	Forpliktelse	Fordel	Forpliktelse
Gevinst- og tapskonto	-	51	-	64
Driftsmidler	(78)	-	(95)	-
Fordringer	(29)	-	-	2
Andre avsetninger for forpliktelser			(11)	-
<b>Sum</b>	<b>(107)</b>	<b>51</b>	<b>(106)</b>	<b>66</b>
Netting utsatt skattefordel/-forpliktelse	107	(107)	106	(106)
Utsatt skattefordel/-forpliktelse i balansen	-	(55)	(0)	(40)

**SuperOffice Norge AS - NGAAP**  
**NOTE 9 – KUNDEFORDRINGER OG ANDRE FORDRINGER**

Alle tall i TNOK

KUNDEFORDRINGER	2019	2018
Kundefordringer	15 608	9 932
Kundefordringer 31.12.	15 608	9 932
Avsatt tap på krav	(240)	(119)
<b>Kundefordringer netto 31.12.</b>	<b>15 368</b>	<b>9 813</b>

Realisert tap på fordringer er klassifisert som driftskostnad i resultatregnskapet.

Aldersfordeling på kundefordringer pr 31.12.2019 er som følger:

Ikke forfalt	Under 30 dager	30-60 dager	60-90 dager	Mer enn 90 dager	Sum
8 538	6 760	234	-314	389	15 608

Aldersfordeling på kundefordringer pr 31.12.2018 er som følger:

Ikke forfalt	Under 30 dager	30-60 dager	60-90 dager	Mer enn 90 dager	Sum
5 583	4 203	33	1	112	9 932

<b>Andre kortsiktige fordringer</b>	2019	2018
Forskuddsbetalte kostnader	2 487	1 856
<b>Sum andre kortsiktige fordringer</b>	<b>2 487</b>	<b>1 856</b>

<b>Fordringer på konsernselskap</b>	2019	2018
SuperOffice AS	49 097	34 721
Sum fordringer på konsernselskap	49 097	34 721

Fordring på morselskap renteberegnes kvartalsvis med NIBOR + margin.

**SuperOffice Norge AS - NGAAP**  
**NOTE 10 – EGENKAPITAL OG ANTALL AKSJER**

SuperOffice Norge AS I TNOK	Aksje kapital	Overkurs- fond	Annen egenkapital	Totalt
Egenkapital 01.01.2019	200	4 179	(199)	4 180
Årsresultat	-	-	9 353	9 353
Konsernbidrag etter skatt	-	-	(9 532)	(9 532)
Egenkapital 31.12.2019	200	4 179	(378)	4 001

SuperOffice Norge AS I TNOK	Aksje kapital	Overkurs- fond	Annen egenkapital	Totalt
Egenkapital 01.01.2018	200	4 179	43	4 421
Årsresultat	-	-	5 381	5 381
Konsernbidrag etter skatt	-	-	(5 623)	(5 623)
Egenkapital 31.12.2018	200	4 179	(199)	4 180

<b>Antall aksjer</b>	2019	2018
Ordinære aksjer, pålydende NOK 100	2 000	2 000
Ordinære aksjer, 31.12	2 000	2 000

SuperOffice Norge AS er et heleid datterselskap av SuperOffice AS.  
 SuperOffice AS har forretningskontorer i Wergelandsveien 27 og utarbeider konsernregnskap hvor SuperOffice Norge AS inngår i konsolideringen.

**SuperOffice Norge AS - NGAAP**  
**NOTE 11 - PENSJON**

SuperOffice Norge AS er pliktig til å ha en tjenstepensjonsordning i henhold til "lov om obligatorisk tjenstepensjon". Selskapets pensjonsordning oppfyller lovens krav.

SuperOffice Norge AS har en innskuddsbasert pensjonsordning for 31 ansatte. Det har i løpet av år 2019 blitt innbetalt TNOK 1 366 til ordningen og tilsvarende beløp er kostnadsført i regnskapet.

Pensjonskostnad i TNOK	2019	2018
OTP ordning	1 366	1 513
Årets pensjonskostnad	1 366	1 513

**SuperOffice Norge AS - NGAAP**  
**NOTE 12 – LEVERANDØRGJELD OG ANNEN KORTSIKTIG GJELD**

Alle tall i TNOK

<b>Leverandørgjeld</b>	2019	2018
Leverandørreskonto	4 319	2 299
Leverandørgjeld	4 319	2 299

<b>Annen kortsiktig gjeld</b>	2019	2018
Forskuddsbetalte inntekter	48 040	38 225
Påløpte/Forskuddsbetalte kostander	(416)	(30)
Påløpte lønnskostnader	2 680	1 352
Påløpte feriepenger	2 428	2 466
Annen kortsiktig gjeld	52 732	42 013

## SuperOffice Norge AS - NGAAP NOTE 13 - LEIEAVTALER

Samtlige avtaler er operasjonelle leieavtaler. Enkelte av avtalene er gjenstand for indeksregulering eller renteregulering.

### Leieavtaler

Alle tall i TNOK

2019				
Operasjonelle leieavtaler	Avtale med forfall innen 1 år	Avtale med forfall mellom 1-5 år	Avtale med forfall senere enn 5 år	Sum
Firmabiler	328	876	-	1 204
Sum	328	876	-	1 204

2018				
Operasjonelle leieavtaler	Avtale med forfall innen 1 år	Avtale med forfall mellom 1-5 år	Avtale med forfall senere enn 5 år	Sum
Firmabiler	195	527	-	722
Sum	195	527	-	722

SuperOffice Norge AS har ingen finansielle leieavtaler.

## SuperOffice Norge AS - NGAAP NOTE 14 – GODTGJØRELSER

Alle tall i TNOK

### Godtgjørelser til ledelsen

2019	Lønn	Bonus	Natural- ytelser	Pensjon	Andre godt- gjørelser	Sum
Camilla Heidenreich Bommen, Daglig leder	1 332	404	15	95	153	2 000
Sum	1 332	404	15	95	153	2 000
2018	Lønn	Bonus	Natural- ytelser	Pensjon	Andre godt- gjørelser	Sum
Camilla Heidenreich Bommen, Daglig leder	1 322	661	22	93	207	2 305
Sum	1 322	661	22	93	207	2 305

Hovedkriteriene for bonus er salg av lisenser og graden av kundelojalitet. Det er ikke gitt lån/sikkerhetsstillelse til daglig leder, styrets leder eller andre nærstående parter.

### Opsjoner

SuperOffice Norge AS har ved utgangen av 2019 ingen løpende opsjonsprogram.

### Godtgjørelse til styret og daglig leder

Styret vil foreslå for generalforsamlingen at styret ikke mottar honorar. Daglig leder i SuperOffice Norge AS har en bonusavtale begrenset opp til TNOK 1 120.

## REVISJON

Godtgjørelse til revisor

Alle tall i TNOK	2019	2018
Lovpålagt revisjon	110	115
Skatterådgivning	39	37
Total	149	152

Tall ekskl. mva.

### SuperOffice Norge AS - NGAAP NOTE 15 – FINANSIELL RISIKO

Den finansielle risiko for SuperOffice Norge AS relaterer seg hovedsakelig til:

#### Kredittrisiko

Risiko for at motparter ikke har økonomisk evne til å oppfylle sine forpliktelser anses lav siden det historisk har vært lave tap på fordringer. Sett i lys av det nåværende utbrudd av Covid-19 har risikoen for økt på tap krav blitt noe høyere. Selskapet har gode rutiner for oppfølging av utestående fordringer. Selskapet har retningslinjer for kredittsjekk av nye kunder/partnere og rutiner for å påse at salg kun foretas til kunder/partnere som ikke har hatt betydelige betalingsproblemer tidligere.

#### Rente- og likviditetsrisiko

Selskapet har ingen rentebærende gjeld og er hovedsakelig finansiert gjennom egenkapital. Overskuddslikviditet plasseres hovedsakelig som bankinnskudd.

#### Prisrisiko

Prisrisiko er risiko for at prisene på selskapets produkter vil endres over tid. Selskapet er ikke utsatt for noen spesifikk prisrisiko eller risiko relatert til underliggende varer, men prisene kan endres over tid som følge av endringer i de markedene selskapet har virksomhet.

### SuperOffice Norge AS - NGAAP NOTE 16 – HENDELSER ETTER BALANSEDAGEN

Det danske private equity fondet Axel (fond VI) inngikk den 8. april 2020 avtale med SuperInvest AS om kjøp av SuperInvest AS sine aksjer i SuperOffice AS (100%). SuperOffice Norge AS er heleid datterselskap av SuperOffice AS.

Det har ikke vært andre hendelser etter balansedagen som påvirker regnskapet i vesentlig grad.

### SuperOffice Norge AS - NGAAP NOTE 17 – GARANTIER

Alle tall i TNOK	31.12.19
Skattetrekksgarantier	2 000

Per 31.12.18 utgjorde selskapets bundne midler 110



Til generalforsamlingen i Superoffice Norge AS

## *Uavhengig revisors beretning*

### *Uttalelse om revisjonen av årsregnskapet*

---

#### *Konklusjon*

Vi har revidert Superoffice Norge AS' årsregnskap som består av balanse per 31. desember 2019, resultatregnskap og kontantstrømpoppstilling for regnskapsåret avsluttet per denne datoen og noter til årsregnskapet, herunder et sammendrag av viktige regnskapsprinsipper.

Etter vår mening er det medfølgende årsregnskapet avgitt i samsvar med lov og forskrifter og gir et rettviseende bilde av selskapets finansielle stilling per 31. desember 2019, og av dets resultater og kontantstrømmer for regnskapsåret avsluttet per denne datoen i samsvar med regnskapslovens regler og god regnskapsskikk i Norge.

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#### *Grunnlag for konklusjonen*

Vi har gjennomført revisjonen i samsvar med lov, forskrift og god revisjonsskikk i Norge, herunder de internasjonale revisjonsstandardene International Standards on Auditing (ISA-ene). Våre oppgaver og plikter i henhold til disse standardene er beskrevet i Revisors oppgaver og plikter ved revisjon av årsregnskapet. Vi er uavhengige av selskapet slik det kreves i lov og forskrift, og har overholdt våre øvrige etiske forpliktelser i samsvar med disse kravene. Etter vår oppfatning er innhentet revisjonsbevis tilstrekkelig og hensiktsmessig som grunnlag for vår konklusjon.

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#### *Øvrig informasjon*

Ledelsen er ansvarlig for øvrig informasjon. Øvrig informasjon omfatter informasjon i årsrapporten bortsett fra årsregnskapet og den tilhørende revisjonsberetningen.

Vår uttalelse om revisjonen av årsregnskapet dekker ikke øvrig informasjon, og vi attesterer ikke den øvrige informasjonen.

I forbindelse med revisjonen av årsregnskapet er det vår oppgave å lese øvrig informasjon med det formål å vurdere hvorvidt det foreligger vesentlig inkonsistens mellom øvrig informasjon og årsregnskapet, kunnskap vi har opparbeidet oss under revisjonen, eller hvorvidt den tilsynelatende inneholder vesentlig feilinformasjon.

Dersom vi konkluderer med at den øvrige informasjonen inneholder vesentlig feilinformasjon er vi pålagt å rapportere det. Vi har ingenting å rapportere i så henseende.

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#### *Styrets og daglig leders ansvar for årsregnskapet*

Styret og daglig leder (ledelsen) er ansvarlig for å utarbeide årsregnskapet i samsvar med lov og forskrifter, herunder for at det gir et rettviseende bilde i samsvar med regnskapslovens regler og god regnskapsskikk i Norge. Ledelsen er også ansvarlig for slik internkontroll som den finner nødvendig



for å kunne utarbeide et årsregnskap som ikke inneholder vesentlig feilinformasjon, verken som følge av misligheter eller utilsiktede feil.

Ved utarbeidelsen av årsregnskapet må ledelsen ta standpunkt til selskapets evne til fortsatt drift og opplyse om forhold av betydning for fortsatt drift. Forutsetningen om fortsatt drift skal legges til grunn for årsregnskapet så lenge det ikke er sannsynlig at virksomheten vil bli avviklet.

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### *Revisors oppgaver og plikter ved revisjonen av årsregnskapet*

Vårt mål med revisjonen er å oppnå betryggende sikkerhet for at årsregnskapet som helhet ikke inneholder vesentlig feilinformasjon, verken som følge av misligheter eller utilsiktede feil, og å avgi en revisjonsberetning som inneholder vår konklusjon. Betryggende sikkerhet er en høy grad av sikkerhet, men ingen garanti for at en revisjon utført i samsvar med lov, forskrift og god revisjonsskikk i Norge, herunder ISA-ene, alltid vil avdekke vesentlig feilinformasjon som eksisterer. Feilinformasjon kan oppstå som følge av misligheter eller utilsiktede feil. Feilinformasjon blir vurdert som vesentlig dersom den enkeltvis eller samlet med rimelighet kan forventes å påvirke økonomiske beslutninger som brukerne foretar basert på årsregnskapet.

For videre beskrivelse av revisors oppgaver og plikter vises det til:  
<https://revisorforeningen.no/revisjonsberetninger>

### *Uttalelse om andre lovmessige krav*

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#### *Konklusjon om årsberetningen*

Basert på vår revisjon av årsregnskapet som beskrevet ovenfor, mener vi at opplysningene i årsberetningen om årsregnskapet, forutsetningen om fortsatt drift og forslaget til resultatdisponering er konsistente med årsregnskapet og i samsvar med lov og forskrifter.

---

#### *Konklusjon om registrering og dokumentasjon*

Basert på vår revisjon av årsregnskapet som beskrevet ovenfor, og kontrollhandlinger vi har funnet nødvendig i henhold til internasjonal standard for attestasjonsoppdrag (ISAE) 3000 «Attestasjonsoppdrag som ikke er revisjon eller forenklet revisorkontroll av historisk finansiell informasjon», mener vi at ledelsen har oppfylt sin plikt til å sørge for ordentlig og oversiktlig registrering og dokumentasjon av selskapets regnskapsopplysninger i samsvar med lov og god bokføringskikk i Norge.

Oslo, 17. april 2020  
**PricewaterhouseCoopers AS**

Eivind Nilsen  
Statsautorisert revisor  
(elektronisk signert)

## Revisjonsberetning

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### Signers:

<i>Name</i>	<i>Method</i>	<i>Date</i>
Nilsen, Eivind	BANKID_MOBILE	2020-04-17 11:49



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Årsredovisning för  
**SuperOffice Business Solutions AB**  
556605-5090

Räkenskapsåret  
**2020-01-01 - 2020-12-31**

<b>Innehållsförteckning:</b>	<b>Sida</b>
Förvaltningsberättelse	1-2
Resultaträkning	3
Balansräkning	4-5
Kassaflödesanalys	6
Noter	7-12
Underskrifter	13

## Förvaltningsberättelse

Styrelsen och verkställande direktören för SuperOffice Business Solutions AB, 556605-5090, får härmed avge årsredovisning för räkenskapsåret 2020-01-01 - 2020-12-31.

### Verksamhetens art och inriktning

SuperOffice Business Solutions AB är ett helägt dotterbolag till SuperOffice AS, ett av Europas ledande CRM-företag, som grundades i Norge 1990. Vi utvecklar, säljer och implementerar CRM systemet Caesar CRM som är vårt varumärke och som är en av de plattformar som marknadsförs av SuperOffice koncernen i Europa.

Företaget är etablerat i Göteborg med egna konsult-, support-, sälj- och utvecklingsresurser. Vi samarbetar med Reley AB och I-Centrum AB som konsultpartners.

### Utveckling av företagets verksamhet, resultat och ställning

	2020	2019	2018	Belopp i Tkr 2017
Nettoomsättning	29 161	29 641	30 559	30 683
Rörelsensresultat	6 245	6 161	5 416	7 777
Resultat e. finansiella poster	7 143	7 511	6 570	8 881
Balansomslutning	33 098	44 207	36 970	40 463
Soliditet %	65,9%	51,9%	60,9%	64,1%

Försäljningen har under räkenskapsåret uppgått till 29 161 tkr vilket är en minskning med 2 % jämfört med föregående år. Företagets resultat efter skatt uppgår till 6 752 tkr, vilket är en höjning med 2 % jämfört med föregående år.

### Väsentliga händelser under räkenskapsåret

Vår nya produktportfölj Caesar CRM 2018 R3, är en viktig del av våra licens-, support- och uppgraderingsintäkter under kommande perioden. Den är utvecklad på senaste teknologi samt innehåller ett brett urval funktionalitet som är efterfrågad av våra kunder, inte minst mobilitet och molntjänster. I kombination med förenklad affärsmodell och paketering av produkten har SuperOffice Business Solutions ett starkt erbjudande.

Under året har företaget ökat sin närvaro i sociala medier. Det arbetet fortsätter med ökad intensitet under 2021. Vidare har vårt samarbete med några av de större kunderna fördjupats och ger företaget en stabil finansiell grund kommande period.

Se även väsentliga händelser efter räkenskapsårets utgång not 16.

### Ägarförhållande

Bolaget är ett helägt dotterbolag till SuperOffice AS, org nr 956753104 med säte i Oslo, Norge. Axcel K/S är nya ägare till moderbolaget SuperOffice AS sedan 2020.

## Eget kapital

		<i>Aktiekapital</i>	<i>Reservfond</i>	<i>Fritt eget kapital</i>	<i>Årets resultat</i>
Enligt fastställd					
balansräkning	2019-12-31	100	20	1 229	6 650
Enligt beslut på årsstämma				6 650	-6 650
Utdelning				-6 699	
Årets resultat enligt fastställd resultaträkning					6 752
<b>Eget kapital</b>	<b>2020-12-31</b>	<b>100</b>	<b>20</b>	<b>1 180</b>	<b>6 752</b>

Aktiekapital, 1.000 aktier kvotvärde 100 kronor.

## Förslag till disposition av företagets vinst (kronor)

	<i>Belopp i kr</i>
Styrelsen föreslår att till förfogande stående medel:	
balanserat resultat	1 179 888
årets resultat	6 751 817
Totalt	7 931 705
disponeras för	
utdelning, 1000 antal aktier *7 500 per aktie	7 500 000
balanseras i ny räkning	431 705
Summa	7 931 705

### Styrelsens yttrande över den föreslagna vinstutdelningen

Den föreslagna utdelningen reducerar bolagets soliditet och bedöms mot bakgrund av bolagets lönsamhet vara betryggande. Likviditeten i bolaget bedöms kunna upprätthållas på en likaledes betryggande nivå.

Styrelsens uppfattning är att den föreslagna utdelningen ej hindrar bolaget från att fullgöra sina förpliktetelser på kort och lång sikt, ej heller att fullgöra erforderliga investeringar. Den föreslagna utdelningen kan därmed försvaras med hänsyn till vad som anförts i ABL 17 kap 3 pragrafen 2-3 st. (försiktighetsregeln)

Vad beträffar resultat och ställning i övrigt hänvisas till efterföljande resultat- och balansräkning med tillhörande noter.

## Resultaträkning

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-01-01- 2020-12-31</i>	<i>2019-01-01- 2019-12-31</i>
Nettoomsättning		29 161	29 641
		<u>29 161</u>	<u>29 641</u>
<b>Rörelsens kostnader</b>			
Handelsvaror		-3 453	-4 222
Övriga externa kostnader	3,4	-3 819	-4 153
Personalkostnader	5	-15 501	-14 851
Av- och nedskrivningar av materiella och immateriella anläggningstillgångar		-143	-254
<b>Rörelseresultat</b>		<u>6 245</u>	<u>6 161</u>
<b>Resultat från finansiella poster</b>			
Ränteintäkter och liknande resultatposter	6	927	1 406
Räntekostnader och liknande resultatposter	7	-29	-56
<b>Resultat efter finansiella poster</b>		<u>7 143</u>	<u>7 511</u>
Bokslutsdispositioner		1 526	1 040
<b>Resultat före skatt</b>		<u>8 669</u>	<u>8 551</u>
Skatt på årets resultat	8	-1 917	-1 901
<b>Årets resultat</b>		<u>6 752</u>	<u>6 650</u>

## Balansräkning

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-12-31</i>	<i>2019-12-31</i>
<b>EGET KAPITAL OCH SKULDER</b>			
<b><i>Eget kapital</i></b>	<b>11</b>		
<i>Bundet eget kapital</i>			
Aktiekapital		100	100
Reservfond		20	20
		<u>120</u>	<u>120</u>
<i>Fritt eget kapital</i>	<b>12</b>		
Balanserad vinst eller förlust		1 180	1 229
Årets resultat		6 752	6 650
		<u>7 932</u>	<u>7 879</u>
<b>Summa eget kapital</b>		<u>8 052</u>	<u>7 999</u>
<b><i>Obeskattade reserver</i></b>			
Periodiseringsfonder	<b>13</b>	17 502	19 028
		<u>17 502</u>	<u>19 028</u>
<b><i>Långfristiga skulder</i></b>			
Skulder till koncernföretag	<b>15</b>	-	11 519
		<u>-</u>	<u>11 519</u>
<b><i>Kortfristiga skulder</i></b>			
Leverantörsskulder		1 628	832
Övriga kortfristiga skulder		943	620
Upplupna kostnader och förutbetalda intäkter	<b>14</b>	4 973	4 209
		<u>7 544</u>	<u>5 661</u>
<b>SUMMA EGET KAPITAL OCH SKULDER</b>		<u>33 098</u>	<u>44 207</u>

## Balansräkning

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-12-31</i>	<i>2019-12-31</i>
<b>TILLGÅNGAR</b>			
<b>Anläggningstillgångar</b>			
<b><i>Materiella anläggningstillgångar</i></b>			
Inventarier, verktyg och installationer	9	108	207
		<u>108</u>	<u>207</u>
<b>Summa anläggningstillgångar</b>		<u>108</u>	<u>207</u>
<b>Omsättningstillgångar</b>			
<b><i>Kortfristiga fordringar</i></b>			
Kundfordringar		1 166	3 601
Fordringar hos koncernföretag		29 298	37 851
Aktuell skattefordran		1 568	1 492
Förutbetalda kostnader och upplupna intäkter	10	958	1 056
		<u>32 990</u>	<u>44 000</u>
<b>Summa omsättningstillgångar</b>		<u>32 990</u>	<u>44 000</u>
<b>SUMMA TILLGÅNGAR</b>		<u>33 098</u>	<u>44 207</u>



## Kassaflödesanalys

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-01-01- 2020-12-31</i>	<i>2019-01-01- 2019-12-31</i>
<b>Den löpande verksamheten</b>			
Resultat efter finansiella poster		7 143	7 511
Justeringar för poster som inte ingår i kassaflödet, m m		143	254
		7 286	7 765
Betald inkomstskatt		-1 497	-989
<b>Kassaflöde från den löpande verksamheten före förändringar av rörelsekapital</b>		<b>5 789</b>	<b>6 776</b>
<i>Kassaflöde från förändringar i rörelsekapital</i>			
Ökning(-)/Minskning (+) av rörelsefordringar		11 952	-7 445
Ökning(+)/Minskning (-) av rörelseskulder		2 646	-3 106
<b>Kassaflöde från den löpande verksamheten</b>		<b>20 387</b>	<b>-3 775</b>
<b>Investeringsverksamheten</b>			
Förvärv av materiella anläggningstillgångar		-43	-43
<b>Kassaflöde från investeringsverksamheten</b>		<b>-43</b>	<b>-43</b>
<b>Finansieringsverksamheten</b>			
Utbetald utdelning till moderföretagets aktieägare		-6 700	-5 500
<b>Kassaflöde från finansieringsverksamheten</b>		<b>-6 700</b>	<b>-5 500</b>
<b>Årets kassaflöde</b>		<b>13 644</b>	<b>-9 318</b>
<b>Likvida medel vid årets början</b>		<b>-11 518</b>	<b>-2 202</b>
<b>Likvida medel vid årets slut</b>	<b>15</b>	<b>2 126</b>	<b>-11 520</b>
<b>Betalda och erlagda räntor</b>			
		<i>2020-01-01- 2020-12-31</i>	<i>2019-01-01- 2019-12-31</i>
Erhållen ränta		923	1 400
Erlagd ränta		25	52

## Noter

### Not 1 Redovisningsprinciper

Belopp i Tkr om inget annat anges

#### **Allmänna redovisningsprinciper**

Årsredovisningen har upprättats i enlighet med årsredovisningslagen och Bokföringsnämndens allmänna råd BFNAR 2012:1 Årsredovisning och koncernredovisning (K3).

Fodringar har upptagits till de belopp varmed de beräknas inflyta.

Övriga tillgångar och skulder har upptagits till anskaffningsvärden där inget annat anges.

Redovisningsprinciperna är oförändrade jmf med föregående räkenskapsperiod.

#### **Uppskattningar och bedömningar**

Upprättandet av bokslut och tillämpning av redovisningsprinciper, baseras ofta på ledningens bedömningar, uppskattningar och antaganden som anses vara rimliga vid den tidpunkt då bedömningen görs. Uppskattningar och bedömningar är baserade på historiska erfarenheter och ett antal andra faktorer, som under rådande omständigheter anses vara rimliga. Resultatet av dessa används för att bedöma de redovisade värdena på tillgångar och skulder, som inte annars framgår tydligt från andra källor. Det verkliga utfallet kan avvika från dessa uppskattningar och bedömningar. Uppskattningar och antaganden ses över regelbundet.

Enligt företagsledningen är väsentliga bedömningar avseende tillämpade redovisningsprinciper samt källor till osäkerhet i uppskattningar, främst relaterade till värdering av kundfordringar.

#### **Intäkter**

Intäkter redovisas när inkomsten kan beräknas på ett tillförlitligt sätt och när huvudsakligen alla risker och rättigheter som är förknippade med ägandet övergått till köparen, vilket normalt inträffar i samband med leverans.

#### **Leasing**

Samtliga leasingavtal redovisas som operationella leasingavtal, vilket innebär att leasingavgiften fördelas linjärt över leasingperioden.

#### **Materiella anläggningstillgångar**

Materiella anläggningstillgångar är redovisade till anskaffningskostnad med avdrag för planmässiga avskrivningar baserade på en bedömning av tillgångarnas ekonomiska livslängd.

#### **Avskrivningar**

Avskrivningar enligt plan är gjorda enligt följande:

Inventarier, verktyg och installationer  
Ombyggnad hyreslokal

3-5 år  
Återstående hyrestid

### **Inkomstskatt**

Total skatt utgörs av aktuell skatt och uppskjuten skatt. Skatter redovisas i resultaträkningen, utom då underliggande transaktion redovisas direkt mot eget kapital varvid tillhörande skatteeffekter redovisas i eget kapital.

### **Aktuell skatt**

Aktuell skatt avser inkomstskatt för innevarande räkenskapsår samt den del av tidigare räkenskapsårs inkomstskatt som ännu inte redovisats. Aktuell skatt beräknas utifrån den skattesats som gäller per balansdagen.

### **Uppskjuten skatt**

Uppskjuten skatt är inkomstskatt som avser framtida räkenskapsår till följd av tidigare händelser. Redovisning sker enligt balansräkningsmetoden. Enligt denna metod redovisas uppskjutna skatteskulder och uppskjutna skattefordringar på temporära skillnader som uppstår mellan bokförda respektive skattemässiga värden för tillgångar och skulder samt för övriga skattemässiga avdrag eller underskott.

Uppskjutna skattefordringar netto redovisas mot uppskjutna skatteskulder endast om de kan betalas med ett nettobelopp. Uppskjuten skatt beräknas utifrån gällande skattesats på balansdagen. Effekter av förändringar i gällande skattesatser resultatförs i den period förändringen lagstads. Uppskjuten skattefordran redovisas som finansiell anläggningstillgång och uppskjuten skatteskuld som avsättning.

Uppskjuten skattefordran avseende underskottsavdrag eller andra framtida skattemässiga avdrag redovisas i den omfattning det är sannolikt att avdragen kan avräknas mot framtida skattemässiga överskott.

På grund av sambandet mellan redovisning och beskattning särredovisas inte den uppskjutna skatteskulden som är hänförlig till obeskattade reserver.

### **Ersättningar till anställda**

Ersättningar till anställda avser alla former av ersättningar som företaget lämnar till de anställda. Kortfristiga ersättningar utgörs av bland annat löner, betald semester, betald frånvaro, och ersättning efter avslutad anställning (pension). Kortfristiga ersättningar redovisas som kostnad och en skuld då det finns en legal eller informell förpliktelse att betala ut en ersättning till följd av en tidigare händelse och en tillförlitlig uppskattning av beloppet kan göras.

### **Ersättningar till anställda efter avslutad anställning**

I företaget finns endast avgiftsbestämda pensionsplaner. Som avgiftsbestämda planer klassificeras planer där fastställda avgifter betalas och det inte finns förpliktelser att betala något ytterligare, utöver dessa avgifter.

Utgifter för avgiftsbestämda planer redovisas som en kostnad under den period de anställda utför de tjänster som ligger till grund för förpliktelsen.

## Not 2 Uppgifter om inköp och försäljning inom samma koncern

	2020	2019
Inköp	1345	1423
Försäljning	0	0

## Not 3 Arvode och kostnadsersättning till revisorer

	2020	2019
<i>Öhrlings PricewaterhouseCoopers AB</i>		
Revisionsuppdrag	64	65
<b>Totalt</b>	<b>64</b>	<b>65</b>

Med revisionsuppdrag avses lagstadgad revision av årsredovisningen och bokföringen samt styrelsens och verkställande direktörens förvaltning samt revision och annan granskning utförd i enlighet med överenskommelse eller avtal.

Detta inkluderar övriga arbetsuppgifter som det ankommer på bolagets revisor att utföra samt rådgivning eller annat biträde som föräns av iakttagelser vid sådan granskning eller genomförandet av sådana övriga arbetsuppgifter.

## Not 4 Operationell leasing

Årets kostnad för operationella leasingavtal uppgår till TSEK 1 359 (1 384). Framtida leasingavgifter avseende operationella leasingavtal med återstående löptid överstigande 1 år uppgår till:

	Leasinghyra	Lokalhyra
Räkenskapsår 2021	359	922
Räkenskapsår 2022	147	922
Därefter	82	-
	588	1 844

## Not 5 Anställda och personalkostnader

### Medelantalet anställda

	2020	2019
Män	10	9
Kvinnor	1	2
<b>Totalt</b>	<b>11</b>	<b>11</b>

### Fördelning ledande befattningshavare per balansdagen

	2020	2019
<i>Kvinnor:</i>		
Styrelsen	-	-
andra personer i företagets ledning inkl VD	-	-
<i>Män:</i>		
Styrelsen	3	3
andra personer i företagets ledning inkl VD	3	3

**Löner och andra ersättningar samt sociala kostnader, inklusive pensionskostnader**

	2020	2019
Löner och andra ersättningar:	9 877	8 768
Sociala kostnader	3 470	3 417
Pensionskostnader	2 074	2 433
<b>Totalt</b>	<b>15 421</b>	<b>14 618</b>

**Not 6 Ränteintäkter och liknande resultatposter**

	2020	2019
Ränteintäkter, koncernföretag	923	1 400
Ränteintäkter, övriga	0	
Övrigt	4	6
<b>Summa</b>	<b>927</b>	<b>1 406</b>

**Not 7 Räntekostnader och liknande resultatposter**

	2020	2019
Räntekostnader, övriga	29	56
<b>Summa</b>	<b>29</b>	<b>56</b>

**Not 8 Skatt på årets resultat**

	2020	2019
Aktuell skattekostnad	-1 924	-1 901
Skatt hänförlig till tidigare år	7	
	<b>-1 917</b>	<b>-1 901</b>

**Avstämning av effektiv skatt**

		2020	2019
	Procent	Belopp	Belopp
Resultat före skatt		8 676	8 551
Skatt enligt gällande skattesats	21,4%	-1 857	-1 830
Ej avdragsgilla kostnader		-47	-16
Effekt av ändrade skattesatser/och skatteregler			-33
Schablonränta på periodiseringsfond		-20	-22
<b>Redovisad skatt</b>		<b>-1 924</b>	<b>-1 901</b>

## Not 9 Inventarier, verktyg och installationer

	2020	2019
<i>Akkumulerade anskaffningsvärden</i>		
-Vid årets början	1 584	1 584
-Nyanskaffningar	43	-
-Avyttringar och utrangeringar	-52	
	<u>1 575</u>	<u>1 584</u>
<i>Akkumulerade avskrivningar</i>	-1 377	-1 123
-Återförda avskrivningar på avyttringar och utrangeringar	52	-
-Årets avskrivning	-142	-254
	<u>-1 467</u>	<u>-1 377</u>
<b>Redovisat värde vid årets slut</b>	<b>108</b>	<b>207</b>

## Not 10 Förutbetalda kostnader och upplupna intäkter

	2020	2019
Förutbetalda hyror	519	502
Förutbetald försäkring	211	177
Övriga poster	227	377
	<u>957</u>	<u>1 056</u>

## Not 11 Förändring i eget kapital

	Aktiekapital	Reservfond	Fritt eget kapital	Årets resultat
Enligt fastställd balansräkning 2019-12-31	100	20	1 229	6 650
Enligt beslut på årsstämman			6 650	-6 650
Utdelning			-6 699	
Årets resultat enligt fastställd resultaträkning				6 752
<b>Eget kapital 2020-12-31</b>	<b>100</b>	<b>20</b>	<b>1 180</b>	<b>6 752</b>

Aktiekapital, 1.000 aktier kvotvärde 100 kronor.

## Not 12 Förslag till vinstdisposition

Till årstämmans förfogande står följande vinstmedel

	2020-12-31
Balanserade vinstmedel från föregående år	1 180
Årets resultat	6 752
	<u>7 932</u>
till aktieägarnas utdelas	7 500
Balanseras i ny räkning	432
	<u>7 932</u>

### Not 13 Periodiseringsfonder

	2020	2019
Periodiseringsfond, avsatt vid beskattningsår 2014		4 426
Periodiseringsfond, avsatt vid beskattningsår 2015	2 454	2 454
Periodiseringsfond, avsatt vid beskattningsår 2016	3 128	3 128
Periodiseringsfond, avsatt vid beskattningsår 2017	3 600	3 600
Periodiseringsfond, avsatt vid beskattningsår 2018	2 460	2 460
Periodiseringsfond, avsatt vid beskattningsår 2019	2 960	2 960
Periodiseringsfond, avsatt vid beskattningsår 2020	2 900	
	<b>17 502</b>	<b>19 028</b>

### Not 14 Upplupna kostnader och förutbetalda intäkter

	2020	2019
Upplupna semesterlöner o lön	2 425	1 617
Upplupna sociala avgifter	1 211	1 090
Övriga Poster	1 338	1 502
	<b>4 974</b>	<b>4 209</b>

### Not 15 Likvida medel

	2020	2019
Bank, koncern konto	2 127	-11 519
<b>Summa</b>	<b>2 127</b>	<b>-11 519</b>

Bolagets banktillgodhavande regleras via en cashpool i moderbolaget och redovisas i koncernmellanhavanden.

### Not 16 Väsentliga händelser efter räkenskapsårets slut

Bolaget har även påbörjat processen med att överföra reservfonden till fria medel.

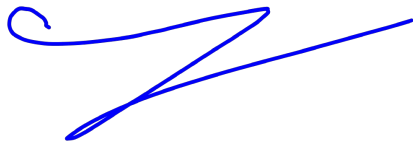
#### Covid-19 och dess påverkan

Vi har särskilt beaktat hur effekterna av covid-19 utbrottet kan komma att påverka bolagets framtida utveckling och/eller risker som kan påverka den finansiella rapporteringen framåt.

Vi bedömer att påverkan på bolaget är begränsad.

## Underskrifter

Stockholm 2021-



Jonas Thorsell  
Verkställande direktör



Gisle Jentoft  
Styrelseordförande



Guttorm Nielsen



Ole E. Vormeland



# Rapport från oberoende revisor

Till styrelsen i Superoffice Business Solutions AB, org.nr 556605-5090

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## Rapport om årsredovisning

### Uttalanden

Vi har utfört en revision av årsredovisningen för Superoffice Business Solutions AB för år 2020.

Enligt vår uppfattning har årsredovisningen upprättats i enlighet med årsredovisningslagen och ger en i alla väsentliga avseenden rättvisande bild av Superoffice Business Solutions Aktiebolags finansiella ställning per den 31 december 2020 och av dess finansiella resultat och kassaflöde för året enligt årsredovisningslagen. Förvaltningsberättelsen är förenlig med årsredovisningens övriga delar.

### Grund för uttalanden

Vi har utfört revisionen enligt International Standards on Auditing (ISA) och god revisionssed i Sverige. Vårt ansvar enligt dessa standarder beskrivs närmare i avsnittet Revisorns ansvar. Vi är oberoende i förhållande till Superoffice Business Solutions Aktiebolag enligt god revisorssed i Sverige och har i övrigt fullgjort vårt yrkesetiska ansvar enligt dessa krav.

Vi anser att de revisionsbevis vi har inhämtat är tillräckliga och ändamålsenliga som grund för våra uttalanden.

### Styrelsens och verkställande direktörens ansvar

Det är styrelsen och verkställande direktören som har ansvaret för att årsredovisningen upprättas och att den ger en rättvisande bild enligt årsredovisningslagen. Styrelsen och verkställande direktören ansvarar även för den interna kontroll som de bedömer är nödvändig för att upprätta en årsredovisning som inte innehåller några väsentliga felaktigheter, vare sig dessa beror på oegentligheter eller misstag.

Vid upprättandet av årsredovisningen ansvarar styrelsen och verkställande direktören för bedömningen av bolagets förmåga att fortsätta verksamheten. De upplyser, när så är tillämpligt, om förhållanden som kan påverka förmågan att fortsätta verksamheten och att använda antagandet om fortsatt drift. Antagandet om fortsatt drift tillämpas dock inte om styrelsen och verkställande direktören avser att likvidera bolaget, upphöra med verksamheten eller inte har något realistiskt alternativ till att göra något av detta.

### Revisorns ansvar

Våra mål är att uppnå en rimlig grad av säkerhet om huruvida årsredovisningen som helhet inte innehåller några väsentliga felaktigheter, vare sig dessa beror på oegentligheter eller misstag, och att lämna en revisionsberättelse som innehåller våra uttalanden. Rimlig säkerhet är en hög grad av säkerhet, men är ingen garanti för att en revision som utförs enligt ISA och god revisionssed i Sverige alltid kommer att upptäcka en väsentlig felaktighet om en sådan finns. Felaktigheter kan uppstå på grund av oegentligheter eller misstag och anses vara väsentliga om de enskilt eller tillsammans rimligen kan förväntas påverka de ekonomiska beslut som användare fattar med grund i årsredovisningen.

En ytterligare beskrivning av vårt ansvar för revisionen av årsredovisningen finns på Revisorsinspektionens webbplats: [www.revisorsinspektionen.se/revisornsansvar](http://www.revisorsinspektionen.se/revisornsansvar). Denna beskrivning är en del av revisionsberättelsen.

Stockholm den 30 juni 2021 med undantag för kassaflödet och som gäller per den dag som framgår av vår digitala underskrift



Öhrlings PricewaterhouseCoopers AB

Ann-Christine Hägglund  
Auktoriserad revisor  
Huvudansvarig

Erik Bergh  
Auktoriserad revisor

# Deltagare

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ÖHRLINGS PRICEWATERHOUSECOOPERS AB 556029-6740 Sverige

## ***Signerat med Svenskt BankID***

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Namn returnerat från Svenskt BankID: Per Erik Berg

Erik Bergh

Auktoriserad revisor

***2021-08-30 09:49:25 UTC***

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Datum

Leveranskanal: E-post

## ***Signerat med Svenskt BankID***

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Namn returnerat från Svenskt BankID: ANN-CHRISTIN HÄGGLUND

Ann-Christine Hägglund

Auktoriserad revisor

***2021-08-30 10:28:35 UTC***

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Datum

Leveranskanal: E-post

# Rapport från oberoende revisor

Till styrelsen i Superoffice Business Solutions AB, org.nr 556605-5090

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## Rapport om årsredovisning

### Uttalanden

Vi har utfört en revision av årsredovisningen för Superoffice Business Solutions AB för år 2019.

Enligt vår uppfattning har årsredovisningen upprättats i enlighet med årsredovisningslagen och ger en i alla väsentliga avseenden rättvisande bild av Superoffice Business Solutions Aktiebolags finansiella ställning per den 31 december 2019 och av dess finansiella resultat och kassaflöde för året enligt årsredovisningslagen. Förvaltningsberättelsen är förenlig med årsredovisningens övriga delar.

### Grund för uttalanden

Vi har utfört revisionen enligt International Standards on Auditing (ISA) och god revisionssed i Sverige. Vårt ansvar enligt dessa standarder beskrivs närmare i avsnittet Revisorns ansvar. Vi är oberoende i förhållande till Superoffice Business Solutions Aktiebolag enligt god revisorssed i Sverige och har i övrigt fullgjort vårt yrkesetiska ansvar enligt dessa krav.

Vi anser att de revisionsbevis vi har inhämtat är tillräckliga och ändamålsenliga som grund för våra uttalanden.

### Styrelsens och verkställande direktörens ansvar

Det är styrelsen och verkställande direktören som har ansvaret för att årsredovisningen upprättas och att den ger en rättvisande bild enligt årsredovisningslagen. Styrelsen och verkställande direktören ansvarar även för den interna kontroll som de bedömer är nödvändig för att upprätta en årsredovisning som inte innehåller några väsentliga felaktigheter, vare sig dessa beror på oegentligheter eller misstag.

Vid upprättandet av årsredovisningen ansvarar styrelsen och verkställande direktören för bedömningen av bolagets förmåga att fortsätta verksamheten. De upplyser, när så är tillämpligt, om förhållanden som kan påverka förmågan att fortsätta verksamheten och att använda antagandet om fortsatt drift. Antagandet om fortsatt drift tillämpas dock inte om styrelsen och verkställande direktören avser att likvidera bolaget, upphöra med verksamheten eller inte har något realistiskt alternativ till att göra något av detta.

### Revisorns ansvar

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Stockholm den 30 juni 2020 med undantag för kassaflödet och som gäller per den dag som framgår av vår digitala underskrift



Öhrlings PricewaterhouseCoopers AB

Ann-Christine Hägglund  
Auktoriserad revisor  
Huvudansvarig

Erik Bergh  
Auktoriserad revisor

# Deltagare

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**ÖHRLINGS PRICEWATERHOUSECOOPERS AB** 556029-6740 Sverige

## *Signerat med Svenskt BankID*

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Namn returnerat från Svenskt BankID: Per Erik Berg

Erik Bergh

Auktoriserad revisor

*2021-08-30 09:49:53 UTC*

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Datum

Leveranskanal: E-post

## *Signerat med Svenskt BankID*

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Namn returnerat från Svenskt BankID: ANN-CHRISTIN HÄGGLUND

Ann-Christine Hägglund

Auktoriserad revisor

*2021-08-30 10:27:36 UTC*

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Datum

Leveranskanal: E-post

Årsredovisning för  
**SuperOffice Sweden AB**  
556432-1247

Räkenskapsåret  
**2020-01-01 - 2020-12-31**

<b>Innehållsförteckning:</b>	<b>Sida</b>
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## Förvaltningsberättelse

Styrelsen för SuperOffice Sweden AB, 556432-1247, får härmed avge årsredovisning för räkenskapsåret 2020-01-01 - 2020-12-31.

### Verksamhetens art och inriktning

SuperOffice Sweden AB är ett helägt dotterbolag till SuperOffice AS, ett av Europas ledande CRM-företag, som grundades i Norge 1990. SuperOffice är leverantör av CRM-lösningar till företag i business-to-business marknaden. SuperOffice Sweden verkar primärt på den svenska marknaden och säljer och implementerar den egna programvaran både via direktförsäljning, men även via ett nätverk av partners. SuperOffice programvara innehåller funktionalitet för både traditionell CRM, marknadsföring och effektiv ärendehantering.

Försäljningen under året uppgick till 73 629 MSEK vilket är en ökning med 3,08 % jämfört med föregående år.

### Intäktskällor

De viktigaste intäktskällorna för SuperOffice är från licensförsäljning, support- och underhållsavtal samt intäkter från SuperOffice CRM Online, som är ett abonnemang som faktureras löpande. Intäkterna från Support- och underhållsavtal stod för 20,8 MSEK vilket är en minskning med 14,5% , Den totala licensförsäljningen var 42,1 MSEK, vilket är en ökning med 22% jämfört med 2019, varav online ökade med 30,1%. Minskningen i intäkter från support- och underhållsavtal är en naturlig följd av att både existerande och nya kunder väljer abonnemangsmodellen, vilket är i enlighet med plan.

### Produkter

Produktplattformen SuperOffice uppgraderades under 2019 med en mängd ny funktionalitet. Ett helt nytt Online-bibliotek med mallar för e-postmeddelanden och webbformulär introducerades, vilket gör det snabbt och enkelt för kunder att skapa professionella utskick och formulär. Nya och förbättrade funktioner introducerades också i SuperOffice Service för effektivare ärendehantering, bland annat taggar i meddelanden och större flexibilitet att anpassa vyer. En mängd ytterligare funktioner tillkom också i SuperOffice CRM under 2019, bland annat förbättrad funktionalitet i mobilklienten Pocket CRM, förbättringar i Kundcenter (portal mot kundernas kunder), förbättringar i Chat, samt hantering av inbjudningar.

### Nya kunder och utveckling av befintliga kunder

Ett fortsatt fokus på försäljning till nya kunder bidrog till att ett antal nya kunder tillkom under året, bland de större kan nämnas OPEN, AD Bildelar, Vitec Förvaltningssystem och Greencarrier AB. Många existerande kunder expanderade sina SuperOffice lösningar under 2019 med fler licenser, och många kunder som tidigare driftat sin egen lösning valde istället att migrera till CRM Online. Trenden att fler och fler kunder väljer att använda SuperOffice CRM Online (i molnet) fortsätter. Sett till antal nya kunder är det denna del som växer snabbast och ca 97% av alla nya kunder under 2020 valde SuperOffice i molnet.

### Omsättning, resultat och ställning

	2020	2019	2018	Belopp i Tkr 2017
Nettoomsättning	72 957	70 757	69 063	59 073
Rörelseresultat	2 174	2 109	2 237	1 979
Resultat e. finansiella poster	3 043	3 385	3 331	2 954
Balansomslutning	54 503	56 991	41 513	35 585
Soliditet %	27,2%	28,3%	37,7%	42,8%



## Framtidsutsikter

Den övergripande strategin för SuperOffice är att vara en marknadsledande leverantör av CRM system. CRM marknaden går mer och mer mot molnbaserade tjänster (CRM Online) och SuperOffice är väl rustade för denna förändring, både marknadsmässigt och produktmässigt. I den nya affärsmodellen ingår att kunderna endast behöver abonnera på de funktioner de vill ha i så kallade användarplaner, snarare än att betala en standardiserad licens per användare.

Under 2021 kommer SuperOffice att fortsätta utveckling av programvaran, bland annat fler funktioner för att effektivisera och automatisera försäljnings och kundservicearbete. Produktutvecklingen fokuserar också under 2021 på att förbättra användarvänligheten ännu mer, genom att förbättra existerande funktioner i SuperOffice för såväl marknadsföring som försäljning och kundservice .

Stort fokus ligger också på att skapa fortsatt tillväxt i Sverige, både genom nya kunder, nyförsäljning till existerande kunder samt migreringar till SuperOffice Online.

Se även väsentliga händelser efter räkenskapsårets utgång not 16.

## Ägarförhållanden

Bolaget är ett helägt dotterbolag till SuperOffice AS, org nr.: 956753104 med säte i Oslo, Norge Axcel K/S är nya ägare till moderbolaget SuperOffice AS sedan 2020.

Under hösten 2008 avnoterades den norska moderbolaget från Oslo Fondbörs. I samband med detta förvärvade bolaget SuperInvest 100% av aktierna i SuperOffice AS. De största ägarna i SuperInvest är: Uneco 60,2%, Visma 22%, Marstrand AS 7% och Alberine AS 3,1 %.

## Eget kapital

		<i>Aktiekapital</i>	<i>Reservfond</i>	<i>Fritt eget kapital</i>	<i>Årets resultat</i>
Enligt fastställd balansräkning	2019-12-31	1 058	7 303	1 582	2 248
Enligt beslut på årsstämma				2 248	-2 248
Utdelning				-3 704	
Årets resultat enligt fastställd resultaträkning					2 174
<b>Eget kapital</b>	<b>2020-12-31</b>	<b>1 058</b>	<b>7 303</b>	<b>126</b>	<b>2 174</b>

## Förslag till disposition av företagets vinst (kronor)

	<i>Belopp i kr</i>
Styrelsen föreslår att till förfogande stående medel:	
balanserat resultat	126 190
årets resultat	2 174 044
Totalt	<u>2 300 234</u>
disponeras för	
utdelning, 2 116 400 aktier * 1,00 per aktie	2 116 400
balanseras i ny räkning	<u>183 834</u>
Summa	2 300 234

### Styrelsens yttrande över den föreslagna vinstutdelningen

Den föreslagna utdelningen reducerar bolagets soliditet till 24,2%. Soliditeten bedöms mot bakgrund av bolagets lönsamhet vara betryggande. Likviditeten i bolaget bedsöm kunna upprätthållas på en likaledes betryggande nivå.

Styrelsens uppfattning är att den föreslagna utdelningen ej hindrar bolaget från att fullgöra sina förpliktetelser på kort och lång sikt, ej heller att fullgöra erforderliga investeringar. Den föreslagna utdelningen kan därmed försvaras med hänsyn till vad som anförts i ABL 17 kap 3 pragrafen 2-3 st. (försiktighetsregeln)

Vad beträffar resultat och ställning i övrigt hänvisas till efterföljande resultat- och balansräkning med tillhörande noter.

## Resultaträkning

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-01-01- 2020-12-31</i>	<i>2019-01-01- 2019-12-31</i>
Nettoomsättning		72 957	70 757
Övriga rörelseintäkter		672	672
		<u>73 629</u>	<u>71 429</u>
<b>Rörelsens kostnader</b>			
Handelsvaror		-6 638	-6 791
Övriga externa kostnader	3,4	-33 520	-31 207
Personalkostnader	5	-31 046	-31 014
Av- och nedskrivningar av materiella och immateriella anläggningstillgångar		-251	-308
<b>Rörelseresultat</b>		<u>2 174</u>	<u>2 109</u>
<b>Resultat från finansiella poster</b>			
Ränteintäkter och liknande resultatposter	6	980	1 357
Räntekostnader och liknande resultatposter	7	-111	-81
<b>Resultat efter finansiella poster</b>		<u>3 043</u>	<u>3 385</u>
Bokslutsdispositioner		-238	-446
<b>Resultat före skatt</b>		<u>2 805</u>	<u>2 939</u>
Skatt på årets resultat	8	-631	-691
<b>Årets resultat</b>		<u>2 174</u>	<u>2 248</u>

## Balansräkning

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-12-31</i>	<i>2019-12-31</i>
<b>TILLGÅNGAR</b>			
<b>Anläggningstillgångar</b>			
<b><i>Materiella anläggningstillgångar</i></b>			
Inventarier, verktyg och installationer	9	414	394
		<u>414</u>	<u>394</u>
<b>Summa anläggningstillgångar</b>		<u>414</u>	<u>394</u>
<b>Omsättningstillgångar</b>			
<b><i>Kortfristiga fordringar</i></b>			
Kundfordringar		10 190	7 348
Fordringar hos koncernföretag		41 000	47 130
Aktuell skattefordran		1 442	544
Förutbetalda kostnader och upplupna intäkter	10	1 457	1 575
		<u>54 089</u>	<u>56 597</u>
<b>Summa omsättningstillgångar</b>		<u>54 089</u>	<u>56 597</u>
<b>SUMMA TILLGÅNGAR</b>		<u>54 503</u>	<u>56 991</u>

## Balansräkning

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-12-31</i>	<i>2019-12-31</i>
<b>EGET KAPITAL OCH SKULDER</b>			
<b><i>Eget kapital</i></b>	<b>11</b>		
<i>Bundet eget kapital</i>			
Aktiekapital		1 058	1 058
Reservfond		7 303	7 303
		8 361	8 361
<i>Fritt eget kapital</i>			
Balanserad vinst eller förlust		126	1 582
Årets resultat		2 174	2 248
		2 300	3 830
<b>Summa eget kapital</b>		10 661	12 191
<b><i>Obeskattade reserver</i></b>			
Periodiseringsfonder	13	5 264	5 026
		5 264	5 026
<b><i>Långfristiga skulder</i></b>			
Skulder till koncernföretag		-	-
		-	-
<b><i>Kortfristiga skulder</i></b>			
Leverantörsskulder		1 798	2 449
Skulder till koncernföretag		282	8 411
Övriga kortfristiga skulder		3 171	2 376
Upplupna kostnader och förutbetalda intäkter	14	33 327	26 538
		38 578	39 774
<b>SUMMA EGET KAPITAL OCH SKULDER</b>		54 503	56 991

## Kassaflödesanalys

<i>Belopp i Tkr</i>	<i>Not</i>	<i>2020-01-01- 2020-12-31</i>	<i>2019-01-01- 2019-12-31</i>
<b>Den löpande verksamheten</b>			
Resultat efter finansiella poster		3 043	3 385
Justeringar för poster som inte ingår i kassaflödet, m m		251	308
		3 294	3 693
Betald inkomstskatt		-222	916
<b>Kassaflöde från den löpande verksamheten före förändringar av rörelsekapital</b>		<b>3 072</b>	<b>4 609</b>
<i>Kassaflöde från förändringar i rörelsekapital</i>			
Ökning(-)/Minskning (+) av rörelsefordringar		-857	-4 817
Ökning(+)/Minskning (-) av rörelseskulder		-3 037	13 812
<b>Kassaflöde från den löpande verksamheten</b>		<b>-822</b>	<b>13 604</b>
<b>Investeringsverksamheten</b>			
Förvärv av materiella anläggningstillgångar		-270	-306
<b>Kassaflöde från investeringsverksamheten</b>		<b>-270</b>	<b>-306</b>
<b>Finansieringsverksamheten</b>			
Utbetald utdelning till moderföretagets aktieägare		-3 704	-2 116
<b>Kassaflöde från finansieringsverksamheten</b>		<b>-3 704</b>	<b>-2 116</b>
<b>Årets kassaflöde</b>		<b>-4 796</b>	<b>11 182</b>
<b>Likvida medel vid årets början</b>		<b>11 931</b>	<b>749</b>
<b>Likvida medel vid årets slut</b>	<b>15</b>	<b>7 135</b>	<b>11 931</b>
 <b>Betalda och erlagda räntor</b>			
		<i>2020-01-01- 2020-12-31</i>	<i>2019-01-01- 2019-12-31</i>
Erhållen ränta		911	1 307
Erlagd ränta		18	24

## Noter

### Not 1 Redovisningsprinciper

Belopp i Tkr om inget annat anges

#### **Allmänna redovisningsprinciper**

Årsredovisningen har upprättats i enlighet med årsredovisningslagen och Bokföringsnämndens allmänna råd BFNAR 2012:1 Årsredovisning och koncernredovisning (K3).

Fodringar har upptagits till de belopp varmed de beräknas inflyta.

Övriga tillgångar och skulder har upptagits till anskaffningsvärden där inget annat anges.

#### **Uppskattningar och bedömningar**

Upprättandet av bokslut och tillämpning av redovisningsprinciper, baseras ofta på ledningens bedömningar, uppskattningar och antaganden som anses vara rimliga vid den tidpunkt då bedömningen görs. Uppskattningar och bedömningar är baserade på historiska erfarenheter och ett antal andra faktorer, som under rådande omständigheter anses vara rimliga. Resultatet av dessa används för att bedöma de redovisade värdena på tillgångar och skulder, som inte annars framgår tydligt från andra källor. Det verkliga utfallet kan avvika från dessa uppskattningar och bedömningar. Uppskattningar och antaganden ses över regelbundet.

Enligt företagsledningen är väsentliga bedömningar avseende tillämpade redovisningsprinciper samt källor till osäkerhet i uppskattningar, främst relaterade till värdering av kundfordringar.

#### **Värderingsprinciper m m**

Tillgångar, avsättningar och skulder har värderats utifrån anskaffningsvärden om inget annat anges nedan.

#### **Intäkter**

Intäkter redovisas när inkomsten kan beräknas på ett tillförlitligt sätt och när huvudsakligen alla risker och rättigheter som är förknippade med ägandet övergått till köparen, vilket normalt inträffar i samband med leverans.

#### **Leasing**

Samtliga leasingavtal redovisas som operationella leasingavtal, vilket innebär att leasingavgiften fördelas linjärt över leasingperioden.

#### **Materiella anläggningstillgångar**

Materiella anläggningstillgångar är redovisade till anskaffningskostnad med avdrag för planmässiga avskrivningar baserade på en bedömning av tillgångarnas ekonomiska livslängd.

### **Avskrivningar**

Avskrivningar enligt plan är gjorda enligt följande:

Inventarier, verktyg och installationer  
Ombyggnad hyreslokal

3-5 år  
Återstående hyrestid

### **Skatt**

Total skatt utgörs av aktuell skatt och uppskjuten skatt. Skatter redovisas i resultaträkningen, utom då underliggande transaktion redovisas direkt mot eget kapital varvid tillhörande skatteeffekter redovisas i eget kapital.

Aktuell skatt avser inkomstskatt för innevarande räkenskapsår samt den del av tidigare räkenskapsårs inkomstskatt som ännu inte redovisats. Aktuell skatt beräknas utifrån den skattesats som gäller per balansdagen.

Uppskjuten skatt är inkomstskatt som avser framtida räkenskapsår till följd av tidigare händelser. Redovisning sker enligt balansräkningsmetoden. Enligt denna metod redovisas uppskjutna skatteskulder och uppskjutna skattefordringar på temporära skillnader som uppstår mellan bokförda respektive skattemässiga värden för tillgångar och skulder samt för övriga skattemässiga avdrag eller underskott.

Uppskjutna skattefordringar netto redovisas mot uppskjutna skatteskulder endast om de kan betalas med ett nettobelopp. Uppskjuten skatt beräknas utifrån gällande skattesats på balansdagen. Effekter av förändringar i gällande skattesatser resultatförs i den period förändringen lagstads. Uppskjuten skattefordran redovisas som finansiell anläggningstillgång och uppskjuten skatteskuld som avsättning.

Uppskjuten skattefordran avseende underskottsavdrag eller andra framtida skattemässiga avdrag redovisas i den omfattning det är sannolikt att avdragen kan avräknas mot framtida skattemässiga överskott.

På grund av sambandet mellan redovisning och beskattning särredovisas inte den uppskjutna skatteskulden som är hänförlig till obeskattade reserver.

### **Ersättningar till anställda**

Ersättningar till anställda avser alla former av ersättningar som företaget lämnar till de anställda. Kortfristiga ersättningar utgörs av bland annat löner, betald semester, betald frånvaro, och ersättning efter avslutad anställning (pension). Kortfristiga ersättningar redovisas som kostnad och en skuld då det finns en legal eller informell förpliktelse att betala ut en ersättning till följd av en tidigare händelse och en tillförlitlig uppskattning av beloppet kan göras.

### **Ersättningar till anställda efter avslutad anställning**

I företaget finns endast avgiftsbestämda pensionsplaner. Som avgiftsbestämda planer klassificeras planer där fastställda avgifter betalas och det inte finns förpliktelser att betala något ytterligare, utöver dessa avgifter.

Utgifter för avgiftsbestämda planer redovisas som en kostnad under den period de anställda utför de tjänster som ligger till grund för förpliktelsen.

### **Fodringar och skulder i utländsk valuta**

Kursvinster (-förluster) på rörelserelaterade fordringar och skulder redovisas som övriga rörelseintäkter (rörelsekostnader). Fordringar och skulder i utländsk valuta omräknas till balansdagens avista kurs.



## Not 2 Uppgifter om inköp och försäljning inom samma koncern

	2020-12-31	2019-12-31
Inköp	23107	21547
Försäljning	680	672

## Not 3 Arvode och kostnadsersättning till revisorer

	2020-01-01- 2020-12-31	2019-01-01- 2019-12-31
<i>Öhrlings PricewaterhouseCoopers AB</i>		
Revisionsuppdrag	122	125
Revisionsverksamhet utöver revisionsuppdraget	-	-
Skatterådgivning	-	-
Andra uppdrag	-	-
<b>Totalt</b>	<b>122</b>	<b>125</b>

Med revisionsuppdrag avses lagstadgad revision av årsredovisningen och bokföringen samt styrelsens och verkställande direktörens förvaltning samt revision och annan granskning utförd i enlighet med överenskommelse eller avtal.

Detta inkluderar övriga arbetsuppgifter som det ankommer på bolagets revisor att utföra samt rådgivning eller annat biträde som föranleds av iakttagelser vid sådan granskning eller genomförandet av sådana övriga arbetsuppgifter.

## Not 4 Operationell leasing

Årets kostnad för operationella leasingavtal uppgår till TSEK 3 562 (3 419). Framtida leasingavgifter avseende operationella leasingavtal med återstående löptid överstigande 1 år uppgår till:

	<i>Leasinghyra</i>	<i>Lokalhyra</i>
Räkenskapsår 2021	743	3 471
Räkenskapsår 2022	658	3 471
Därefter	134	2 319
	<b>1 535</b>	<b>9 261</b>

## Not 5 Anställda och personalkostnader

### **Medelantalet anställda**

	2020-01-01- 2020-12-31	2019-01-01- 2019-12-31
Män	19	19
Kvinnor	9	10
<b>Totalt</b>	<b>28</b>	<b>29</b>

### **Redovisning av könsfördelning i företagsledning**

	2020-12-31	2019-12-31
<i>Andel kvinnor</i>		
Styrelsen	0%	0%
Övriga ledande befattningshavare	60%	60%

**Löner och andra ersättningar samt sociala kostnader, inklusive pensionskostnader**

	2020-01-01- 2020-12-31	2019-01-01- 2019-12-31
Löner och andra ersättningar:	20 537	20 396
Sociala kostnader	6 666	7 166
Pensionskostnader	2 969	2 786
<b>Totalt</b>	<b>30 172</b>	<b>30 348</b>

**Not 6 Ränteintäkter och liknande resultatposter**

	2020-01-01- 2020-12-31	2019-01-01- 2019-12-31
Ränteintäkter, koncernföretag	909	1 302
Ränteintäkter, övriga	2	5
Övrigt	69	50
<b>Summa</b>	<b>980</b>	<b>1 357</b>

**Not 7 Räntekostnader och liknande resultatposter**

	2020-01-01- 2020-12-31	2019-01-01- 2019-12-31
Räntekostnader, övriga	111	81
<b>Summa</b>	<b>111</b>	<b>81</b>

**Not 8 Skatt på årets resultat**

	2020-01-01- 2020-12-31	2019-01-01- 2019-12-31
Aktuell skattekostnad	-631	-691
	<b>-631</b>	<b>-691</b>

**Avstämning av effektiv skatt**

		2020-01-01- 2020-12-31		2019-01-01- 2019-12-31
Resultat före skatt	Procent	2 805	Procent	Belopp 2 939
Beräknad skatt	21,4	600	21,4	629
Ej avdragsgilla kostnader		72		94
Ej skattepliktiga intäkter		-47		-37
Schablonränta på periodiseringsfond		5		5
Redovisad effektiv skatt		-630		-691
<b>Differens</b>		<b>-</b>		<b>-</b>

## Not 9 Inventarier, verktyg och installationer

	2020-12-31	2019-12-31
<i>Akkumulerade anskaffningsvärden</i>		
-Vid årets början	1 846	1 540
-Nyanskaffningar	270	306
	<u>2 116</u>	<u>1 846</u>
<i>Akkumulerade avskrivningar</i>		
-Vid årets början	-1 451	-1 144
-Årets avskrivning	-251	-308
	<u>-1 702</u>	<u>-1 452</u>
<b>Redovisat värde vid årets slut</b>	<b>414</b>	<b>394</b>

## Not 10 Förutbetalda kostnader och upplupna intäkter

	2020-12-31	2019-12-31
Förutbetalda hyror	484	530
Förutbetald försäkring	326	262
Övriga poster	647	783
	<u>1 457</u>	<u>1 575</u>

## Not 11 Förändring i eget kapital

	Aktiekapital	Reservfond	Fritt eget kapital	Årets resultat
Enligt fastställd balansräkning 2019-12-31				
<i>IB</i>	1 058	7 303	1 582	2 248
Enligt beslut på årsstämma			2 248	-2 248
Utdelning			-3 704	
Årets resultat enligt fastställd resultaträkning				2 174
<b>Eget kapital 2020-12-31</b>	<b>1 058</b>	<b>7 303</b>	<b>126</b>	<b>2 174</b>

## Not 12 Förslag till vinstdisposition

Till årstämmans förfogande står följande vinstmedel

	2020-12-31
Balanserade vinstmedel från föregående år	126
Årets resultat	2 174
	<u>2 300</u>
till aktieägarnas utdelas	2 116
Balanseras i ny räkning	184
	<u>2 300</u>

### Not 13 Periodiseringsfonder

	2020-12-31	2019-12-31
Periodiseringsfond, avsatt vid beskattningsår 2014		742
Periodiseringsfond, avsatt vid beskattningsår 2015	614	614
Periodiseringsfond, avsatt vid beskattningsår 2016	636	636
Periodiseringsfond, avsatt vid beskattningsår 2017	892	892
Periodiseringsfond, avsatt vid beskattningsår 2018	1 067	1 067
Periodiseringsfond, avsatt vid beskattningsår 2019	1 075	1 075
Periodiseringsfond, avsatt vid beskattningsår 2020	980	
	<b>5 264</b>	<b>5 026</b>

### Not 14 Upplupna kostnader och förutbetalda intäkter

	2020-12-31	2019-12-31
Upplupna semesterlöner o lön	3 735	3 395
Upplupna sociala avgifter	806	1 067
Övriga Poster	28 785	22 076
	<b>33 326</b>	<b>26 538</b>

### Not 15 Likvida medel

	2020-12-31	2019-12-31
Kassa		-
Bank, koncern konto	7 135	11 931
<b>Summa</b>	<b>7 135</b>	<b>11 931</b>

Bolagets banktillgodhavande regleras via en cashpool i moderbolaget och redovisas i koncernmellanhavanden.

### Not 16 Väsentliga händelser efter räkenskapsårets slut

Bolaget har även påbörjat processen med att överföra reservfonden ( på 7,3 milj kr ) till fria medel.

#### Covid-19 och dess påverkan

Vi har särskilt beaktat hur effekterna av covid-19 utbrottet kan komma att påverka bolagets framtida utveckling och/eller risker som kan påverka den finansiella rapporteringen framåt.

Vi bedömer att påverkan på bolaget är begränsad.

## Underskrifter

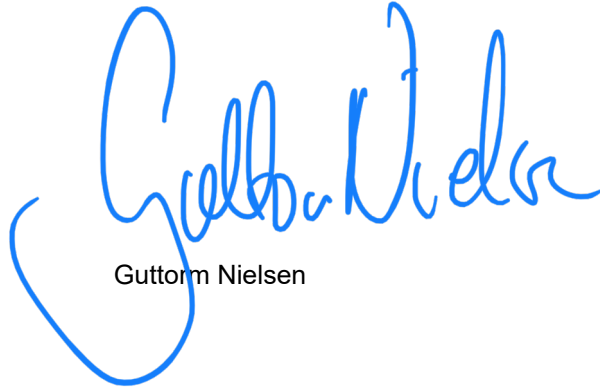
Stockholm 2021-



Gisle Jentoft  
Styrelseordförande / Firmatecknare



Ole Erlend Vormeland



Guttorm Nielsen

# Rapport från oberoende revisor

Till styrelsen i Superoffice Sweden AB, org.nr 556432-1247

---

## Rapport om årsredovisning

### Uttalanden

Vi har utfört en revision av årsredovisningen för Superoffice Sweden AB för år 2020.

Enligt vår uppfattning har årsredovisningen upprättats i enlighet med årsredovisningslagen och ger en i alla väsentliga avseenden rättvisande bild av Superoffice Sweden Aktiebolags finansiella ställning per den 31 december 2020 och av dess finansiella resultat och kassaflöde för året enligt årsredovisningslagen. Förvaltningsberättelsen är förenlig med årsredovisningens övriga delar.

### Grund för uttalanden

Vi har utfört revisionen enligt International Standards on Auditing (ISA) och god revisionssed i Sverige. Vårt ansvar enligt dessa standarder beskrivs närmare i avsnittet Revisorns ansvar. Vi är oberoende i förhållande till Superoffice Sweden Aktiebolag enligt god revisorssed i Sverige och har i övrigt fullgjort vårt yrkesetiska ansvar enligt dessa krav.

Vi anser att de revisionsbevis vi har inhämtat är tillräckliga och ändamålsenliga som grund för våra uttalanden.

### Styrelsens och verkställande direktörens ansvar

Det är styrelsen och verkställande direktören som har ansvaret för att årsredovisningen upprättas och att den ger en rättvisande bild enligt årsredovisningslagen. Styrelsen och verkställande direktören ansvarar även för den interna kontroll som de bedömer är nödvändig för att upprätta en årsredovisning som inte innehåller några väsentliga felaktigheter, vare sig dessa beror på oegentligheter eller misstag.

Vid upprättandet av årsredovisningen ansvarar styrelsen och verkställande direktören för bedömningen av bolagets förmåga att fortsätta verksamheten. De upplyser, när så är tillämpligt, om förhållanden som kan påverka förmågan att fortsätta verksamheten och att använda antagandet om fortsatt drift. Antagandet om fortsatt drift tillämpas dock inte om styrelsen och verkställande direktören avser att likvidera bolaget, upphöra med verksamheten eller inte har något realistiskt alternativ till att göra något av detta.

### Revisorns ansvar

Våra mål är att uppnå en rimlig grad av säkerhet om huruvida årsredovisningen som helhet inte innehåller några väsentliga felaktigheter, vare sig dessa beror på oegentligheter eller misstag, och att lämna en revisionsberättelse som innehåller våra uttalanden. Rimlig säkerhet är en hög grad av säkerhet, men är ingen garanti för att en revision som utförs enligt ISA och god revisionssed i Sverige alltid kommer att upptäcka en väsentlig felaktighet om en sådan finns. Felaktigheter kan uppstå på grund av oegentligheter eller misstag och anses vara väsentliga om de enskilt eller tillsammans rimligen kan förväntas påverka de ekonomiska beslut som användare fattar med grund i årsredovisningen.

En ytterligare beskrivning av vårt ansvar för revisionen av årsredovisningen finns på Revisorsinspektionens webbplats: [www.revisorsinspektionen.se/revisornsansvar](http://www.revisorsinspektionen.se/revisornsansvar). Denna beskrivning är en del av revisionsberättelsen.

Stockholm den 30 juni 2021 med undantag för kassaflödet som gäller per den dag som framgår av vår digitala underskrift



Öhrlings PricewaterhouseCoopers AB

Ann-Christine Hägglund  
Auktoriserad revisor  
Huvudansvarig

Erik Bergh  
Auktoriserad revisor

# Deltagare

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ÖHRLINGS PRICEWATERHOUSECOOPERS AB 556029-6740 Sverige

## ***Signerat med Svenskt BankID***

---

Namn returnerat från Svenskt BankID: Per Erik Berg

Erik Bergh

Auktoriserad revisor

***2021-08-30 09:50:29 UTC***

---

Datum

Leveranskanal: E-post

## ***Signerat med Svenskt BankID***

---

Namn returnerat från Svenskt BankID: ANN-CHRISTIN HÄGGLUND

Ann-Christine Hägglund

Auktoriserad revisor

***2021-08-30 10:26:28 UTC***

---

Datum

Leveranskanal: E-post



# Rapport från oberoende revisor

Till styrelsen i Superoffice Sweden AB, org.nr 556432-1247

---

## Rapport om årsredovisning

### Uttalanden

Vi har utfört en revision av årsredovisningen för Superoffice Sweden AB för år 2019.

Enligt vår uppfattning har årsredovisningen upprättats i enlighet med årsredovisningslagen och ger en i alla väsentliga avseenden rättvisande bild av Superoffice Sweden Aktiebolags finansiella ställning per den 31 december 2019 och av dess finansiella resultat och kassaflöde för året enligt årsredovisningslagen. Förvaltningsberättelsen är förenlig med årsredovisningens övriga delar.

### Grund för uttalanden

Vi har utfört revisionen enligt International Standards on Auditing (ISA) och god revisionsred i Sverige. Vårt ansvar enligt dessa standarder beskrivs närmare i avsnittet Revisorns ansvar. Vi är oberoende i förhållande till Superoffice Sweden Aktiebolag enligt god revisorsred i Sverige och har i övrigt fullgjort vårt yrkesetiska ansvar enligt dessa krav.

Vi anser att de revisionsbevis vi har inhämtat är tillräckliga och ändamålsenliga som grund för våra uttalanden.

### Styrelsens och verkställande direktörens ansvar

Det är styrelsen och verkställande direktören som har ansvaret för att årsredovisningen upprättas och att den ger en rättvisande bild enligt årsredovisningslagen. Styrelsen och verkställande direktören ansvarar även för den interna kontroll som de bedömer är nödvändig för att upprätta en årsredovisning som inte innehåller några väsentliga felaktigheter, vare sig dessa beror på oegentligheter eller misstag.

Vid upprättandet av årsredovisningen ansvarar styrelsen och verkställande direktören för bedömningen av bolagets förmåga att fortsätta verksamheten. De upplyser, när så är tillämpligt, om förhållanden som kan påverka förmågan att fortsätta verksamheten och att använda antagandet om fortsatt drift. Antagandet om fortsatt drift tillämpas dock inte om styrelsen och verkställande direktören avser att likvidera bolaget, upphöra med verksamheten eller inte har något realistiskt alternativ till att göra något av detta.

### Revisorns ansvar

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En ytterligare beskrivning av vårt ansvar för revisionen av årsredovisningen finns på Revisorsinspektionens webbplats: [www.revisorsinspektionen.se/revisornsansvar](http://www.revisorsinspektionen.se/revisornsansvar). Denna beskrivning är en del av revisionsberättelsen.

Stockholm den 30 juni 2020 med undantag för kassaflödet som gäller per den dag som framgår av vår digitala underskrift



Öhrlings PricewaterhouseCoopers AB

Ann-Christine Hägglund  
Auktoriserad revisor  
Huvudansvarig

Erik Bergh  
Auktoriserad revisor

# Deltagare

---

ÖHRLINGS PRICEWATERHOUSECOOPERS AB 556029-6740 Sverige

## ***Signerat med Svenskt BankID***

---

Namn returnerat från Svenskt BankID: Per Erik Berg

Erik Bergh

Auktoriserad revisor

***2021-08-30 09:51:05 UTC***

---

Datum

Leveranskanal: E-post

## ***Signerat med Svenskt BankID***

---

Namn returnerat från Svenskt BankID: ANN-CHRISTIN HÄGGLUND

Ann-Christine Hägglund

Auktoriserad revisor

***2021-08-30 10:25:42 UTC***

---

Datum

Leveranskanal: E-post

# **SuperOffice Danmark A/S**

Delta Park 46, st., 2665 Vallensbæk Strand

## **Årsrapport for 2020**

CVR-nr. 20 02 06 95

# Ledelsespåtegning

## Indholdsfortegnelse

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Selskabsoplysninger	4
<b>Årsregnskab</b>	
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Balance 31. december 2020	6
Egenkapitalopgørelse	8
Pengestrømsopgørelse 1. januar 2020 - 31. december 2020	9
Noter til årsregnskabet	10

## Ledespåtegning

Bestyrelse og direktion har dags dato behandlet og godkendt årsrapporten for regnskabsåret 1. januar - 31. december 2020 for SuperOffice Danmark A/S.

Årsrapporten er aflagt i overensstemmelse med årsregnskabsloven.

Årsregnskabet giver efter vores opfattelse et retvisende billede af selskabets aktiver, passiver og finansielle stilling pr. 31. december 2020 samt af resultatet af selskabets aktiviteter og pengestrømme for 2020.

Årsrapporten indstilles til generalforsamlingens godkendelse.

Vallensbæk Strand, den 1. september 2021

### Direktion

Pernille Møller Lund  
Adm direktør

### Bestyrelse

Gisle Jentoft  
formand

Ole Erlend Vormeland

Guttorm Nielsen

# Den uafhængige revisors revisionspåtegning

Til kapitalejerne i SuperOffice Danmark A/S

## Konklusion

Det er vores opfattelse, at årsregnskabet giver et retvisende billede af selskabets aktiver, passiver og finansielle stilling pr. 31. december 2019 og pr. 31. december 2020 samt af resultatet af selskabets aktiviteter og pengestrømme for regnskabsårene 1. januar - 31. december 2019 og 31. december 2020 i overensstemmelse med årsregnskabsloven.

Vi har revideret årsregnskabet for SuperOffice Danmark A/S for regnskabsårene 1. januar - 31. december 2019 og 1. januar - 31. december 2020, der omfatter resultatopgørelse, balance, pengestrømsopgørelse, egenkapitalopgørelse og noter, herunder anvendt regnskabspraksis ("regnskabet").

## Grundlag for konklusion

Vi har udført vores revision i overensstemmelse med internationale standarder om revision og de yderligere krav, der er gældende i Danmark. Vores ansvar ifølge disse standarder og krav er nærmere beskrevet i revisionspåtegningens afsnit *Revisors ansvar for revisionen af regnskabet*. Vi er uafhængige af selskabet i overensstemmelse med internationale etiske regler for revisorer (IESBA's Etiske regler) og de yderligere krav, der er gældende i Danmark, ligesom vi har opfyldt vores øvrige etiske forpligtelser i henhold til disse regler og krav. Det er vores opfattelse, at det opnåede revisionsbevis er tilstrækkeligt og egnet som grundlag for vores konklusion.

## Ledelsens ansvar for regnskabet

Ledelsen har ansvaret for udarbejdelsen af et årsregnskab, der giver et retvisende billede i overensstemmelse med årsregnskabsloven. Ledelsen har endvidere ansvaret for den interne kontrol, som ledelsen anser for nødvendig for at udarbejde et regnskab uden væsentlig fejlinformation, uanset om denne skyldes besvigelser eller fejl.

Ved udarbejdelsen af regnskabet er ledelsen ansvarlig for at vurdere selskabets evne til at fortsætte driften; at oplyse om forhold vedrørende fortsat drift, hvor dette er relevant; samt at udarbejde regnskabet på grundlag af regnskabsprincippet om fortsat drift, medmindre ledelsen enten har til hensigt at likvidere selskabet, indstille driften eller ikke har andet realistisk alternativ end at gøre dette.

## Revisors ansvar for revisionen af regnskabet

Vores mål er at opnå høj grad af sikkerhed for, om regnskabet som helhed er uden væsentlig fejlinformation, uanset om denne skyldes besvigelser eller fejl, og at afgive en revisionspåtegning med en konklusion. Høj grad af sikkerhed er et højt niveau af sikkerhed, men er ikke en garanti for, at en revision, der udføres i overensstemmelse med internationale standarder om revision og de yderligere krav, der er gældende i Danmark, altid vil afdække væsentlig fejlinformation, når sådan findes. Fejlinformationer kan opstå som følge af besvigelser eller fejl og kan betragtes som væsentlige, hvis det med rimelighed kan forventes, at de enkeltvis eller samlet har indflydelse på de økonomiske beslutninger, som brugerne træffer på grundlag af regnskabet.

# Den uafhængige revisors revisionspåtegning

Som led i en revision, der udføres i overensstemmelse med internationale standarder om revision og de yderligere krav, der er gældende i Danmark, foretager vi faglige vurderinger og opretholder professionel skepsis under revisionen. Herudover:

- Identificerer og vurderer vi risikoen for væsentlig fejlinformation i regnskabet, uanset om denne skyldes besvigelser eller fejl, udformer og udfører revisionshandlinger som reaktion på disse risici samt opnår revisionsbevis, der er tilstrækkeligt og egnet til at danne grundlag for vores konklusion. Risikoen for ikke at opdage væsentlig fejlinformation forårsaget af besvigelser er højere end ved væsentlig fejlinformation forårsaget af fejl, idet besvigelser kan omfatte sammensværgelser, dokumentfalsk, bevidste udeladelser, vildledning eller tilsidesættelse af intern kontrol.
- Opnår vi forståelse af den interne kontrol med relevans for revisionen for at kunne udforme revisionshandlinger, der er passende efter omstændighederne, men ikke for at kunne udtrykke en konklusion om effektiviteten af selskabets interne kontrol.
- Tager vi stilling til, om den regnskabspraksis, som er anvendt af ledelsen, er passende, samt om de regnskabsmæssige skøn og tilknyttede oplysninger, som ledelsen har udarbejdet, er rimelige.
- Konkluderer vi, om ledelsens udarbejdelse af regnskabet på grundlag af regnskabsprincippet om fortsat drift er passende, samt om der på grundlag af det opnåede revisionsbevis er væsentlig usikkerhed forbundet med begivenheder eller forhold, der kan skabe betydelig tvivl om selskabets evne til at fortsætte driften. Hvis vi konkluderer, at der er en væsentlig usikkerhed, skal vi i vores revisionspåtegning gøre opmærksom på oplysninger herom i regnskabet eller, hvis sådanne oplysninger ikke er tilstrækkelige, modificere vores konklusion. Vores konklusioner er baseret på det revisionsbevis, der er opnået frem til datoen for vores revisionspåtegning. Fremtidige begivenheder eller forhold kan dog medføre, at selskabet ikke længere kan fortsætte driften.
- Tager vi stilling til den samlede præsentation, struktur og indhold af regnskabet, herunder noteoplysningerne, samt om regnskabet afspejler de underliggende transaktioner og begivenheder på en sådan måde, at der gives et retvisende billede heraf.

Vi kommunikerer med den øverste ledelse om blandt andet det planlagte omfang og den tidsmæssige placering af revisionen samt betydelige revisionsmæssige observationer, herunder eventuelle betydelige mangler i intern kontrol, som vi identificerer under revisionen.

Hellerup, den 1. september 2021

## **PricewaterhouseCoopers**

Statsautoriseret Revisionspartnerselskab

CVR-nr. 33 77 12 31

Allan Kamp Jensen  
statsautoriseret revisor  
mne15126



## Selskabsoplysninger

<b>Selskabet</b>	SuperOffice Danmark A/S Delta Park 46, st. 2665 Vallensbæk Strand Telefon: 70 10 22 01 Email: info@superoffice.dk Hjemmeside: www.superoffice.dk CVR-nr: 20 02 06 95 Regnskabsperiode: 1. januar - 31. december Stiftet: 7. maj 1997 Regnskabsår: 24. regnskabsår Hjemstedskommune: Vallensbæk Strand
<b>Bestyrelse</b>	Gisle Jentoft, formand Ole Erlend Vormeland Guttorm Nielsen
<b>Direktion</b>	Pernille Møller Lund
<b>Revisor</b>	PricewaterhouseCoopers Statsautoriseret Revisionspartnerselskab Strandvejen 44 2900 Hellerup

## Resultatopgørelse 1. januar - 31. december

	Note	2020 DKK	2019 DKK
<b>Bruttofortjeneste</b>		<b>14.555.968</b>	<b>15.542.792</b>
Personaleomkostninger	3	-12.877.627	-14.488.740
Af- og nedskrivninger af materielle anlægsaktiver		-117.692	-137.191
<b>Resultat før finansielle poster</b>		<b>1.560.649</b>	<b>916.861</b>
Finansielle indtægter	4	372.617	431.986
Finansielle omkostninger	5	-25.341	-4.709
<b>Resultat før skat</b>		<b>1.907.925</b>	<b>1.344.138</b>
Skat af årets resultat	6	-424.469	-302.083
<b>Årets resultat</b>		<b>1.483.456</b>	<b>1.042.055</b>

## Resultatdisponering

	2020 DKK	2019 DKK
<b>Forslag til resultatdisponering</b>		
Foreslået udbytte for regnskabsåret	0	1.000.000
Overført resultat	1.483.456	42.055
	<b>1.483.456</b>	<b>1.042.055</b>

## Balance 31. december

### Aktiver

	Note	2020 DKK	2019 DKK
Andre anlæg, driftsmateriel og inventar		121.926	227.790
Indretning af lejede lokaler		48.188	65.720
<b>Materielle anlægsaktiver</b>	<b>7</b>	<b>170.114</b>	<b>293.510</b>
Andre tilgodehavender	8	394.630	391.417
<b>Finansielle anlægsaktiver</b>		<b>394.630</b>	<b>391.417</b>
<b>Anlægsaktiver</b>		<b>564.744</b>	<b>684.927</b>
Tilgodehavender fra salg og tjenesteydelser		3.234.650	2.837.029
Tilgodehavender hos tilknyttede virksomheder		17.621.620	9.713.015
Andre tilgodehavender		0	736
Selskabsskat		0	25.702
Periodeafgrænsningsposter		762.441	296.371
<b>Tilgodehavender</b>		<b>21.618.711</b>	<b>12.872.853</b>
<b>Omsætningsaktiver</b>		<b>21.618.711</b>	<b>12.872.853</b>
<b>Aktiver</b>		<b>22.183.455</b>	<b>13.557.780</b>

## Balance 31. december

### Passiver

	Note	2020 DKK	2019 DKK
Selskabskapital	9	1.000.000	1.000.000
Overført resultat		1.574.536	91.080
Foreslået udbytte for regnskabsåret		0	1.000.000
<b>Egenkapital</b>		<b>2.574.536</b>	<b>2.091.080</b>
Hensættelse til udskudt skat		119.142	4.367
<b>Hensatte forpligtelser</b>		<b>119.142</b>	<b>4.367</b>
Anden gæld		0	454.421
<b>Langfristede gældsforpligtelser</b>	10	<b>0</b>	<b>454.421</b>
Modtagne forudbetalinger fra kunder		11.774.671	7.094.142
Leverandører af varer og tjenesteydelser		281.603	245.118
Selskabsskat		215.362	0
Anden gæld		7.218.141	3.668.652
<b>Kortfristede gældsforpligtelser</b>		<b>19.489.777</b>	<b>11.007.912</b>
<b>Gældsforpligtelser</b>		<b>19.489.777</b>	<b>11.462.333</b>
<b>Passiver</b>		<b>22.183.455</b>	<b>13.557.780</b>
Usædvanlige forhold	1		
Væsentligste aktiviteter	2		
Eventualposter og øvrige økonomiske forpligtelser	13		
Nærtstående parter	14		
Anvendt regnskabspraksis	15		

## Egenkapitalopgørelse

	Selskabs - kapital	Overført resultat	Foreslået udbytte for regnskabs- -året	I alt
	DKK	DKK	DKK	DKK
Egenkapital 1. januar	1.000.000	91.080	1.000.000	2.091.080
Betalt ordinært udbytte	0	0	-1.000.000	-1.000.000
Årets resultat	0	1.483.456	0	1.483.456
<b>Egenkapital 31. december</b>	<b>1.000.000</b>	<b>1.574.536</b>	<b>0</b>	<b>2.574.536</b>

## Pengestrømsopgørelse 1. januar - 31. december

	Note	2020 DKK	2019 DKK
Årets resultat		1.483.456	1.042.055
Regulering	11	189.582	11.997
Ændring i driftskapital	12	6.949.127	2.170.662
<b>Pengestrømme fra drift før finansielle poster</b>		<b>8.622.165</b>	<b>3.224.714</b>
Renteindbetalinger og lignende		15.432	12.608
Renteudbetalinger og lignende		-25.341	-4.709
<b>Pengestrømme fra ordinær drift</b>		<b>8.612.256</b>	<b>3.232.613</b>
Betalt selskabsskat		-78.298	-466.125
<b>Pengestrømme fra driftsaktivitet</b>		<b>8.533.958</b>	<b>2.766.488</b>
Køb af materielle anlægsaktiver		11.007	0
Køb af finansielle anlægsaktiver mv.		-3.213	-3.495
Renteindbetalinger		357.185	419.378
<b>Pengestrømme fra investeringsaktivitet</b>		<b>364.979</b>	<b>415.883</b>
Tilbagebetaling af gæld til tilknyttede virksomheder		-7.908.605	-2.323.371
Betalt udbytte		-1.000.000	-850.000
Andre reguleringer		9.668	-9.000
<b>Pengestrømme fra finansieringsaktivitet</b>		<b>-8.898.937</b>	<b>-3.182.371</b>
<b>Ændring i likvider</b>		<b>0</b>	<b>0</b>
Likvider 1. januar		0	0
<b>Likvider 31. december</b>		<b>0</b>	<b>0</b>
Likvider specificeres således:			
Likvide beholdninger		0	0
<b>Likvider 31. december</b>		<b>0</b>	<b>0</b>

# Noter til årsregnskabet

## 1. Usædvanlige forhold

Konsekvenserne af Covid-19, hvor mange regeringer verden over har taget beslutning om at "lukke landene ned", får stor betydning for verdensøkonomien.

Der er en risiko for, at Covid-19 vil få negative konsekvenser for selskabets omsætning og indtjening i 2021. Ledelsen følger udviklingen nøje, men det er endnu for tidligt at kunne udtale sig om hvilken effekt Covid-19 vil have på omsætningen og indtjeningen i 2021.

## 2. Væsentligste aktiviteter

Selskabets formål er at markedsføre på kommissionsbasis EDB-produkter, herunder helt særligt software, udviklet og fremstillet af Superoffice AS, Norge

## 3. Personaleomkostninger

	2020 DKK	2019 DKK
Lønninger	11.887.007	13.491.586
Pensioner	865.802	855.317
Andre omkostninger til social sikring	111.891	120.975
Andre personaleomkostninger	12.927	20.862
	<b>12.877.627</b>	<b>14.488.740</b>
<b>Gennemsnitligt antal beskæftigede medarbejdere</b>	<b>17</b>	<b>16</b>

## 4. Finansielle indtægter

	2020 DKK	2019 DKK
Renteindtægter tilknyttede virksomheder	357.185	419.378
Andre finansielle indtægter	14.381	12.298
Valutakursgevinster	1.051	310
	<b>372.617</b>	<b>431.986</b>

## Noter til årsregnskabet

### 5. Finansielle omkostninger

	2020	2019
	DKK	DKK
Andre finansielle omkostninger	13.888	1.910
Valutakurstab	11.453	2.799
	<b>25.341</b>	<b>4.709</b>

### 6. Skat af årets resultat

	2020	2019
	DKK	DKK
Årets aktuelle skat	309.694	254.298
Årets udskudte skat	114.775	47.676
Regulering af skat vedrørende tidligere år	0	109
	<b>424.469</b>	<b>302.083</b>

### 7. Materielle anlægsaktiver

	Andre anlæg, driftsmateriel og inventar	Indretning af lejede lokaler
	DKK	DKK
Kostpris primo 1. januar	1.033.966	287.563
Afgang i årets løb	-13.704	0
Kostpris 31. december	<b>1.020.262</b>	<b>287.563</b>
Ned- og afskrivninger primo 1. januar	806.177	221.843
Årets afskrivninger	100.160	17.532
Tilbageførte ned- og afskrivninger på afhændede aktiver	-8.001	0
Ned- og afskrivninger 31. december	<b>898.336</b>	<b>239.375</b>
<b>Regnskabsmæssig værdi 31. december</b>	<b>121.926</b>	<b>48.188</b>
Afskrives over	3 - 5 år	3 - 5 år



# Noter til årsregnskabet

## 8. Øvrige finansielle anlægsaktiver

	Andre tilgodehavender
	DKK
Kostpris 1. januar	391.417
Tilgang i årets løb	3.213
Kostpris 31. december	394.630
<b>Regnskabsmæssig værdi 31. december</b>	<b>394.630</b>

## 9. Selskabskapital

Selskabskapitalen består af 1.000 aktier à nominelt DKK 1.000. Ingen aktier er tillagt særlige rettigheder.

## 10. Langfristede gældsforpligtelser

Afdrag, der forfalder inden for 1 år, er opført under kortfristede gældsforpligtelser. Øvrige forpligtelser er indregnet under langfristede gældsforpligtelser.

Gældsforpligtelserne forfalder efter nedenstående orden:

	2020	2019
	DKK	DKK
<b>Anden gæld</b>		
Efter 5 år	0	0
Mellem 1 og 5 år	0	454.421
Langfristet del	0	454.421
Øvrige kortfristet gæld	7.218.141	3.668.652
	<b>7.218.141</b>	<b>4.123.073</b>

## Noter til årsregnskabet

	2020	2019
	DKK	DKK
<b>11. Pengestrømsopgørelse - reguleringer</b>		
Finansielle indtægter	-372.617	-431.986
Finansielle omkostninger	25.341	4.709
Af- og nedskrivninger inklusiv tab og gevinst ved salg	112.389	137.191
Skat af årets resultat	424.469	302.083
	<b>189.582</b>	<b>11.997</b>

	2020	2019
	DKK	DKK
<b>12. Pengestrømsopgørelse - ændring i driftskapital</b>		
Ændring i tilgodehavender	-862.955	78.304
Ændring i leverandører mv.	7.812.082	2.092.358
	<b>6.949.127</b>	<b>2.170.662</b>

	2020	2019
	DKK	DKK
<b>13. Eventualposter og øvrige økonomiske forpligtelser</b>		
<b>Leje- og leasingforpligtelser</b>		
Leasingforpligtelser fra operationel leasing. Samlede fremtidige leasingydelse:		
Inden for 1 år	135.568	125.955
Mellem 1 og 5 år	500.103	197.465
	<b>635.671</b>	<b>323.420</b>
Huslejeforpligtelser	426.231	464.435

## 14. Nærtstående parter og oplysning om aflæggelse af koncernregnskab

### Koncernregnskab

Selskabet indgår i koncernrapporten for moderselskabet:

Navn	Hjemsted
SuperOffice AS	Oslo, Norge

# Noter til årsregnskabet

## 15. Anvendt regnskabspraksis

Årsrapporten for SuperOffice Danmark A/S for 2020 er udarbejdet i overensstemmelse med årsregnskabslovens bestemmelser for virksomheder i regnskabsklasse B med tilvalg af enkelte regler i klasse C.

Den anvendte regnskabspraksis er uændret i forhold til sidste år.

Årsregnskabet for 2020 er aflagt i DKK.

### Generelt om indregning og måling

Regnskabet er udarbejdet med udgangspunkt i det historiske kostprisprincip.

Indtægter indregnes i resultatopgørelsen i takt med, at de indtjenes. Herudover indregnes værdireguleringer af finansielle aktiver og forpligtelser, der måles til dagsværdi eller amortiseret kostpris. Endvidere indregnes i resultatopgørelsen alle omkostninger, der er afholdt for at opnå årets indtjening, herunder afskrivninger, nedskrivninger og hensatte forpligtelser samt tilbageførsler som følge af ændrede regnskabsmæssige skøn af beløb, der tidligere har været indregnet i resultatopgørelsen.

Aktiver indregnes i balancen, når det er sandsynligt, at fremtidige økonomiske fordele vil tilflyde selskabet, og aktivets værdi kan måles pålideligt.

Forpligtelser indregnes i balancen, når det er sandsynligt, at fremtidige økonomiske fordele vil fragå selskabet, og forpligtelsens værdi kan måles pålideligt.

Ved første indregning måles aktiver og forpligtelser til kostpris. Efterfølgende måles aktiver og forpligtelser som beskrevet for hver enkelt regnskabspost nedenfor.

### Leasing

Alle leasingkontrakter betragtes som operationel leasing. Ydelser i forbindelse med operationel leasing indregnes lineært i resultatopgørelsen over leasingperioden.

### Omregning af fremmed valuta

Som præsentationsvaluta benyttes danske kroner. Alle andre valutaer anses som fremmed valuta. Hvis valuta positioner anses for sikring af fremtidige penge strømme, indregnes værdi reguleringerne direkte på egenkapitalen.

Transaktioner i fremmed valuta omregnes til transaktionsdagens kurs. Valutakursdifferencer, der opstår mellem transaktionsdagens kurs og kursen på betalingsdagen, indregnes i resultatopgørelsen som en finansiell post.

Tilgodehavender, gæld og andre monetære poster i fremmed valuta, som ikke er afregnet på balancedagen, måles til balancedagens valutakurs. Forskellen mellem balancedagens kurs og kursen på tidspunktet for tilgodehavendets eller gældens opståen indregnes i resultatopgørelsen under finansielle indtægter og omkostninger.

# Noter til årsregnskabet

## Resultatopgørelse

### Nettoomsætning

Nettoomsætningen ved salg af ydelser indregnes i resultatopgørelsen, når salget er gennemført. Dette anses at være tilfældet, når:

- levering har fundet sted inden regnskabsårets udløb,
- der foreligger en forpligtende salgsaftale,
- salgsprisen er fastlagt, og
- indbetalingen er modtaget eller med rimelig sikkerhed kan forventes modtaget.

Nettoomsætningen måles til det modtagne vederlag og indregnes eksklusiv moms og med fradrag af rabatter i forbindelse med salget.

### Omkostninger til råvarer og hjælpematerialer

Omkostninger til råvarer og hjælpematerialer indeholder det forbrug af råvarer og hjælpematerialer, der er anvendt for at opnå virksomhedens nettoomsætning.

### Andre eksterne omkostninger

Andre eksterne omkostninger indeholder omkostninger til lokaler, salg og distribution samt kontorhold mv.

### Bruttofortjeneste

Bruttofortjeneste opgøres med henvisning til årsregnskabslovens § 32 som et sammendrag af nettoomsætning, andre driftsindtægter, omkostninger til råvarer og hjælpematerialer og andre eksterne omkostninger.

### Personaleomkostninger

Personaleomkostninger omfatter løn og gager, inklusive feriepenge og pensioner samt andre omkostninger til social sikring mv. til selskabets medarbejdere. I personaleomkostninger er fratrukket modtagne godtgørelser fra offentlige myndigheder.

### Af- og nedskrivninger

Af- og nedskrivninger indeholder årets af- og nedskrivninger af materielle anlægsaktiver.

### Andre driftsindtægter/-omkostninger

Andre driftsindtægter og andre driftsomkostninger omfatter regnskabsposter af sekundær karakter i forhold til selskabets hovedaktivitet, herunder avance og tab ved salg af materielle anlægsaktiver.

### Finansielle poster

Finansielle indtægter og omkostninger indregnes i resultatopgørelsen med de beløb, der vedrører regnskabsåret.

### Skat af årets resultat

Skat af årets resultat, som består af årets aktuelle skat og årets udskudte skat, indregnes i resultatopgørelsen med den del, der kan henføres til årets resultat, og direkte på egenkapitalen med den del, der kan henføres til egenkapitaltransaktioner.

# Noter til årsregnskabet

## Balance

### Materielle anlægsaktiver

Materielle anlægsaktiver måles til kostpris med fradrag af akkumulerede af- og nedskrivninger.

Kostpris omfatter anskaffelsesprisen og omkostninger direkte tilknyttet anskaffelsen indtil det tidspunkt, hvor aktivet er klar til at blive taget i brug.

Afskrivningsgrundlaget, der opgøres som kostpris reduceret med eventuel restværdi, fordeles lineært over aktivernes forventede brugstid, der udgør:

Andre anlæg, driftsmateriel og inventar 3-5 år

Indretning af lejede lokaler 3-5 år

Afskrivningsperiode og restværdi revurderes årligt.

### Nedskrivning af anlægsaktiver

Den regnskabsmæssige værdi af materielle anlægsaktiver gennemgås årligt for at afgøre, om der er indikation af værdiforringelse ud over det, som udtrykkes ved afskrivning.

Hvis dette er tilfældet, gennemføres en nedskrivningstest for at fastslå, om genindvindingsværdien er lavere end den regnskabsmæssige værdi. Hvis det er tilfældet nedskrives der til denne lavere genindvindingsværdi.

Genindvindingsværdien for aktivet opgøres som den højeste værdi af nettosalgsprisen og kapitalværdien. Er det ikke muligt at fastsætte en genindvindingsværdi for det enkelte aktiv, vurderes aktiverne samlet i den mindste gruppe af aktiver, hvor der ved en samlet vurdering kan fastsættes en pålidelig genindvindingsværdi.

Goodwill, hovedkontorejendomme og andre aktiver, hvor det ikke er muligt at opgøre nogen selvstændig kapitalværdi, da aktivet i sig selv ikke genererer fremtidige pengestrømme, vurderes for nedskrivningsbehov sammen med den gruppe af aktiver, hvortil de kan henføres.

### Øvrige finansielle anlægsaktiver

Finansielle anlægsaktiver omfatter deposita.

### Tilgodehavender

Tilgodehavender måles i balancen til amortiseret kostpris eller en lavere nettorealisationsværdi, hvilket normalt udgør nominal værdi med fradrag af nedskrivning til imødegåelse af tab.

### Periodeafgrænsningsposter

Periodeafgrænsningsposter indregnet som aktiver omfatter afholdte forudbetalte omkostninger vedrørende husleje, forsikringspræmier, abonnementer og renter.

### Egenkapital

#### Udbytte

Udbytte, som ledelsen foreslår uddelt for regnskabsåret, vises som en særskilt post under egenkapitalen.

# Noter til årsregnskabet

## Udskudte skatteaktiver og -forpligtelser

Der indregnes udskudt skat af alle midlertidige forskelle mellem regnskabs- og skattemæssig værdi af aktiver og forpligtelser.

Udskudt skat måles på grundlag af de skatteregler og skattesatser, der med balancedagens lovgivning vil være gældende, når den udskudte skat forventes udløst som aktuel skat. I de tilfælde, hvor opgørelse af skatteværdien kan foretages efter alternative beskatningsregler, måles udskudt skat på grundlag af den planlagte anvendelse af aktivet henholdsvis afvikling af forpligtelsen.

Udskudte skatteaktiver måles til den værdi, hvortil aktivet forventes at kunne realiseres, enten ved udligning i skat af fremtidig indtjening eller ved modregning i udskudte skatteforpligtelser.

## Aktuelle skattetilgodehavender og -forpligtelser

Aktuelle skatteforpligtelser og tilgodehavende aktuel skat indregnes i balancen som beregnet skat af årets skattepligtige indkomst reguleret for skat af tidligere års skattepligtige indkomster samt for betalte acontoskatter. Tillæg og godtgørelse under acontoskatteordningen indregnes i resultatopgørelsen under finansielle poster.

## Finansielle gældsforpligtelser

Gældsforpligtelser måles til amortiseret kostpris, der i al væsentlighed svarer til nominel værdi.

## Pengestrømsopgørelse

Pengestrømsopgørelsen viser selskabets pengestrømme for året opdelt på drifts-, investerings- og finansieringsaktivitet, årets forskydning i likvider samt selskabets likvider ved årets begyndelse og slutning.

### Pengestrøm fra driftsaktivitet

Pengestrøm fra driftsaktiviteten opgøres som årets resultat reguleret for ændring i driftskapitalen og ikke kontante resultatposter som af- og nedskrivninger og hensatte forpligtelser. Driftskapitalen omfatter omsætningsaktiver fratrukket kortfristede gældsforpligtelser eksklusive de poster, der indgår i likvider.

### Pengestrøm fra investeringsaktivitet

Pengestrøm fra investeringsaktiviteten omfatter pengestrømme fra køb og salg af immaterielle, materielle og finansielle anlægsaktiver.

### Pengestrøm fra finansieringsaktivitet

Pengestrøm fra finansieringsaktiviteten omfatter pengestrømme fra optagelse og tilbagebetaling af langfristede gældsforpligtelser samt ind- og udbetalinger til og fra selskabsdeltagerne.

## Likvider

Likvide midler består af "Likvide beholdninger".

Pengestrømsopgørelsen kan ikke udledes alene af det offentliggjorte regnskabsmateriale.

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## Ole Erlend Vormeland

### Bestyrelsesmedlem

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## Gisle Jentoft

### Bestyrelsesformand

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## Guttorm Nielsen

### Bestyrelsesmedlem

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## Pernille Møller Lund

### Direktør

På vegne af: SuperOffice Danmark A/S

Serienummer: PID:9208-2002-2-378531565821

IP: 5.186.xxx.xxx

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## Allan Kamp Jensen

### Statsautoriseret revisor

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The following English-language financial statements are translations of the German-language financial statements prepared in accordance with HGB.

**Company:** SuperOffice GmbH  
**Registered Office:** 44263 Dortmund  
**Dortmund Local Court HRB 22851**

**Balance Sheet as of December 31, 2020**

(inclusive of prior year's comparative figures)

**ASSETS**

	<u>12/31/2020</u>	<u>12/31/2019</u>
	EUR	EUR
<b>A. <u>Fixed assets</u></b>		
<b>I. <u>Intangible assets</u></b>		
1. Concessions and software	2,253.16	187.80
2. Goodwill	<b>3,142,866.36</b>	3,620,263.68
	<b>3,145,119.52</b>	3,620,451.48
<b>II. <u>Tangible assets</u></b>		
Other equipment, factory and office equipment	<b>464,159.17</b>	20,958.22
	<b>464,159.17</b>	20,958.22
<b>B. <u>Current assets</u></b>		
<b>I. <u>Receivables and other assets</u></b>		
1. Trade receivables	234,670.79	133,967.20
2. Receivables from affiliated companies	737,946.07	0.00
3. Other assets	0.00	33,347.75
	<b>972,616.86</b>	167,314.95
<b>II. <u>Cash on hand, bank balances</u></b>	<b>268,876.26</b>	166,485.00
	<b>268,876.26</b>	166,485.00
<b>C. <u>Prepaid expenses and deferred charges</u></b>	<b>92,618.37</b>	53,899.54
	<b>92,618.37</b>	53,899.54
	<b>4,943,390.18</b>	4,029,109.19



Company: SuperOffice GmbH  
Registered Office: 44263 Dortmund  
HR: Dortmund Local Court, HRB 22851

**Balance Sheet as of December 31, 2020**

(inclusive of prior year's comparative figures)

**EQUITY AND LIABILITIES**

	<u>12/31/2020</u>	<u>12/31/2019</u>
	EUR	EUR
<b>A. <u>Equity</u></b>		
I. Subscribed capital	500,000.00	500,000.00
II. Capital reserve	4,202,521.21	4,202,521.21
III. Cumulative losses brought forward	-3,253,978.88	-2,817,167.39
IV. Net income / net loss for the year	974,197.88	-436,811.49
	<u>2,422,740.21</u>	<u>1,448,542.33</u>
<b>B. <u>Provisions</u></b>		
Other provisions	201,578.09	152,560.71
	<u>201,578.09</u>	<u>152,560.71</u>
<b>C. <u>Liabilities</u></b>		
1. Trade payables	33,637.57	32,574.83
2. Payables to affiliated companies	1,181,288.15	1,724,337.76
3. Other liabilities	61,401.60	34,571.68
	of which taxes: € 55,368.06	
	prior year: € 27,830.31	
	of which relate to social security: € 6,033.54	
	prior year: € 5,830.67	
	<u>1,276,327.32</u>	<u>1,791,484.27</u>
<b>D. <u>Deferred income</u></b>	1,042,744.56	636,521.88
	<u>1,042,744.56</u>	<u>636,521.88</u>
	<u>4,943,390.18</u>	<u>4,029,109.19</u>

## **Income Statement for the Period from January 1 through December 31, 2020**

(inclusive of prior year's comparative figures)

	<b>2020</b>	<b>2019</b>
	<b>EUR</b>	<b>EUR</b>
1. <u>Sales revenue</u>	<b>4,826,281.75</b>	5,023,313.92
2. Other operating income	<b>910,307.76</b>	11,452.00
	<b>5,736,589.51</b>	5,034,765.92
3. Cost of materials		
a) Cost of raw materials and supplies and of purchased merchandise	<b>-1,173,664.13</b>	-1,742,522.33
b) Cost of purchased services	<b>-96,829.41</b>	-234,186.17
	<b>-1,270,493.54</b>	-1,976,708.50
4. Personnel expenses		
a) Wages and salaries	<b>-1,660,607.76</b>	-1,623,245.67
b) Social security and pension benefits	<b>-333,145.50</b>	-314,199.37
of which relating to pensions	<u>€ 31,067.48</u>	
prior year: <u>€ 30,735.53</u>		
	<b>-1,993,753.26</b>	-1,937,445.04
5. Amortization and depreciation of fixed intangible and tangible assets	<b>-511,162.98</b>	-499,270.72
	<b>-511,162.98</b>	-499,270.72
6. Other operating expenses	<b>-953,941.93</b>	-1,008,279.10
of which from currency conversion	<u>€ 3,939.38</u>	
7. Other interest and similar income	<b>3,575.60</b>	5,248.95
of which from related companies	<u>€ 3,307.00</u>	
8. Interest and similar expenses	<b>-36,615.52</b>	-55,123.00
of which from related companies	<u>€ 36,614.46</u>	
9. Profit or loss after taxes	<b>974,197.88</b>	-436,811.49
10. <u>Net income / net loss for the year</u>	<b>974,197.88</b>	-436,811.49

**Cash Flow Statement for the Period from January 1 through December 31, 2020**  
(inclusive of prior year's comparative figures)

	<b>2020</b>	<b>2019</b>
	<b>EUR</b>	<b>EUR</b>
1. Net income / net loss for the year	<b>974,198</b>	<b>-436,811</b>
2. + Amortization/depreciation of fixed intangible and tangible assets	511,163	499,271
3. +/- Increase/decrease in provisions	49,017	-41,880
4. +/- Other non-cash expenses/income		
5. +/- Increase/decrease in inventories, trade receivables and other assets not attributable to investing or financing activities	19,774	124,606
6. +/- Increase/decrease in trade payables and other liabilities not attributable to investing or financing activities	434,116	183,344
7. +/- Gain/loss from the disposal of fixed assets	2,428	
8. +/- Interest expenses/interest income	33,040	49,874
9. +/- Expenses/income of extraordinary magnitude or significance	-863,795	
<b>10. = Cash flow from operating activities</b>	<b>1,159,941</b>	<b>378,403</b>
11. + Proceeds from the disposal of fixed intangible and tangible assets		111
12. – Payments for investments in intangible assets	-2,289	
13. – Payments for investments in tangible assets	-479,171	-9,923
14. + Interest received	3,576	5,249
<b>15. = Cash flow from investing activities</b>	<b>-477,885</b>	<b>-4,564</b>
16. – Payments for the redemption of notes and (financial) loans	-543,050	-327,188
17. – Interest paid	-36,616	-55,123
<b>18. = Cash flow from financing activities</b>	<b>-579,666</b>	<b>-382,311</b>
<b>19. Increase/decrease in cash and cash equivalents</b>	<b>102,391</b>	<b>-8,471</b>
20. + Cash and cash equivalents at the beginning of the period	166,485	174,956
21. = Cash and cash equivalents at the end of the period (total of 44 to 47)	268,876	166,485
Composition of Cash and cash equivalents at the end of the period:		
Cash on hand	93	1,222
Bank balances	268,783	165,263
	<b>268,876</b>	<b>166,485</b>

Company: SuperOffice GmbH  
Registered office: 44263 Dortmund  
Dortmund Local Court, HRB 22851

## **Notes to the Financial Statements for Financial Year 2020**

### **I. General Information**

The Company is a small corporation within the meaning of Section 267 (1) HGB.

### **II. Accounting and Valuation Principles**

The annual financial statements were prepared pursuant to the provisions stipulated in the German Commercial Code. The notes for the 2020 financial year were prepared by making use of the size-related relief provisions of Section 288 (1) HGB.

The income statement was prepared in accordance with the type-of-expenditure format.

#### Intangible assets

Concessions and software were stated at acquisition cost by accounting for straight-line amortization in accordance with the expected useful life.

#### Goodwill

In 2017, SuperOffice GmbH was merged retroactively into Team Brendel (Deutschland) GmbH (changed its name to SuperOffice GmbH) by way of upstream merger.

Goodwill arising therefrom in the amount of EUR 4,773,974.17 is amortized over a useful life of 10 years pursuant to Section 253 (3) Clauses 3 and 4 HGB.

Tangible assets are stated at acquisition/production cost, reduced by systematic depreciation according to use.

Additions to assets amounting up to EUR 800.00 were immediately deducted.

Receivables and other assets are stated at nominal values. The general credit risk was sufficiently covered by a general allowance.

In addition, specific allowances amounted to EUR 58,265.00.

Cash on hand and bank balances were capitalized at nominal values.

Prepaid expenses and deferred charges include payments made before the balance sheet date to the extent they relate to expenses for a specific period after that date.

The subscribed capital is recognized at nominal value.

Provisions account for all discernable risks and commitments and are established at amounts reasonably to be utilized.

Deferred income includes payments received before the balance sheet date to the extent they relate to income for a specific period after that date.

Other liabilities are stated at their settlement amounts.

Receivables and payables in foreign currencies are translated at the mean spot exchange rates as of the balance sheet date in accordance with Section 256a HGB.

### III. Explanations to the Balance Sheet and the Income Statement

#### Explanations to the balance sheet

There were no receivables and other assets with remaining terms of more than one year.

Of the receivables from affiliated companies, EUR 734.639,07 relate to trade receivables, EUR 3.307 to financial receivables and EUR 0 to other receivables.

#### Schedule of liabilities

	< 1 year	2 - 5 years	> 5 years
Trade payables	33,637.57	0.00	0.00
Payables to affiliated companies	1,181,288.15	0.00	0.00
Other liabilities	61,401.60	0.00	0.00
	<u>1,276,327.32</u>	<u>0.00</u>	<u>0.00</u>

Of the payables to affiliated companies, EUR 7.875,01 (Consulting SuperOffice AG) relate to trade payables, EUR 1,173,413.14 (intercompany loan from SuperOffice AG incl. interest) to financial transactions and EUR 0 to other liabilities.

#### Schedule of liabilities (prior year)

	< 1 year	2 - 5 years	> 5 years
Trade payables	32,574.83	0.00	0.00
Payables to affiliated companies	332,659.70	1,391,678.06	0.00
Other liabilities	34,571.68	0.00	0.00
	<u>399,806.21</u>	<u>1,391,678.06</u>	<u>0.00</u>

#### Explanations to the income statement

The other operating income includes income from adjustments due to an audit by the fiscal authorities with an amount of EUR 863,795,00.

#### **IV. Other Disclosures**

##### **Managing director:**

The managing director is Mr Manfred Kaftan.

##### **Average number of employees**

Average number of employees: 20

##### **Information on the parent company:**

Name: SuperOffice AG  
Registered office: Basel, Switzerland

##### **Group affiliation**

The annual financial statements of SuperOffice GmbH are included in the consolidated financial statements of SuperOffice Group AS, Oslo.

#### **V. Legal form-specific Disclosures**

##### **Payables to shareholders**

Liabilities recorded in the balances sheet include payables to shareholders amounting to EUR 1,181,288.15.

There are debtor warrants from waived loans for the years 2001 to 2006 in favor of the shareholder SuperOffice AG in Switzerland to the total amount of EUR 4,952,974.33. Thereof, an amount of EUR 3,751,419.52 have been resumed in the years from 2007 to 2017, so that in future, EUR 1.201.554,81 can be claimed back.

Dortmund, September 2, 2021

.....  
Manfred Kaftan

The following auditor's report (Bestätigungsvermerk) has been issued in accordance with Section 322 German Commercial Code (Handelsgesetzbuch) on the financial statements of SuperOffice GmbH, Dortmund, as of and for the fiscal year ended December 31, 2020.

The following English language auditor's report are translations of the German language Bestätigungsvermerk prepared in accordance with HGB.

**INDEPENDENT AUDITOR'S REPORT** (Translation - the German text is authoritative)

To SuperOffice GmbH, Dortmund

*Audit Opinion*

We have audited the annual financial statements of SuperOffice GmbH, Dortmund, which comprise the balance sheet as of December 31, 2020, the income statement and the cash flow statement for the period from January 1 through December 31, 2020, and the notes to the financial statements, including the recognition and measurement policies presented therein.

In our opinion, on the basis of the knowledge obtained in the audit, the accompanying annual financial statements comply, in all material respects, with the requirements of German commercial law and give a true and fair view of the assets, liabilities and financial position of the Company as at December 31, 2020 and of its financial performance for the financial year from January 1 through December 31, 2020 in compliance with German Legally Required Accounting Principles.

Pursuant to § [Article] 322 Abs. [paragraph] 3 Satz [sentence] 1 HGB [Handelsgesetzbuch: German Commercial Code], we declare that our audit has not led to any reservations relating to the legal compliance of the annual financial statements.

*Basis for the Audit Opinion*

We conducted our audit of the annual financial statements in accordance with § 317 HGB and in compliance with German Generally Accepted Standards for Financial Statement Audits promulgated by the Institut der Wirtschaftsprüfer [Institute of Public Auditors in Germany] (IDW). Our responsibilities under those requirements and principles are further described in the "Auditor's Responsibilities for the Audit of the Annual Financial Statements" section of our auditor's report. We are independent of the Company in accordance with the requirements of German commercial and professional law, and we have fulfilled our other German professional responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the annual financial statements.



### *Responsibilities of the Executive Directors for the Annual Financial Statements*

The executive directors are responsible for the preparation of the annual financial statements that comply, in all material respects, with the requirements of German commercial law, and that the annual financial statements give a true and fair view of the assets, liabilities, financial position and financial performance of the Company in compliance with German Legally Required Accounting Principles. In addition, the executive directors are responsible for such internal control as they, in accordance with German Legally Required Accounting Principles, have determined necessary to enable the preparation of annual financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the annual financial statements, the executive directors are responsible for assessing the Company's ability to continue as a going concern. They also have the responsibility for disclosing, as applicable, matters related to going concern. In addition, they are responsible for financial reporting based on the going concern basis of accounting, provided no actual or legal circumstances conflict therewith.

### *Auditor's Responsibilities for the Audit of the Annual Financial Statements*

Our objectives are to obtain reasonable assurance about whether the annual financial statements as a whole are free from material misstatement, whether due to fraud or error, as well as to issue an auditor's report that includes our audit opinion on the annual financial statements.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with § 317 HGB and in compliance with German Generally Accepted Standards for Financial Statement Audits promulgated by the Institut der Wirtschaftsprüfer (IDW) will always detect a material misstatement. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these annual financial statements.

We exercise professional judgment and maintain professional skepticism throughout the audit. We also

- Identify and assess the risks of material misstatement of the annual financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our audit opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit of the annual financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an audit opinion on the effectiveness of these systems of the Company.

- Evaluate the appropriateness of accounting policies used by the executive directors and the reasonableness of estimates made by the executive directors and related disclosures.
- Conclude on the appropriateness of the executive directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in the auditor's report to the related disclosures in the annual financial statements or, if such disclosures are inadequate, to modify our respective audit opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to be able to continue as a going concern.
- Evaluate the overall presentation, structure and content of the annual financial statements, including the disclosures, and whether the annual financial statements represent the underlying transactions and events in a manner that the annual financial statements give a true and fair view of the assets, liabilities, financial position and financial performance of the Company in compliance with German Legally Required Accounting Principles.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Essen, September 3, 2021

PricewaterhouseCoopers GmbH  
Wirtschaftsprüfungsgesellschaft

sgd. Bernhard Klinke  
Wirtschaftsprüfer  
(German public auditor)

sgd. ppa. Detmar Lentz  
Wirtschaftsprüfer  
(German public auditor)

The following English-language financial statements are translations of the German-language financial statements prepared in accordance with HGB.

Company: SuperOffice GmbH

Registered office: 44227 Dortmund

Dortmund Local Court HRB 22851

**Balance Sheet as of December 31, 2019**

(inclusive of prior year's comparative figures)

**ASSETS**

	<b>12/31/2019</b>	<b>12/31/2018</b>
	<b>EUR</b>	<b>EUR</b>
<b>A. <u>Fixed assets</u></b>		
<b>I. <u>Intangible assets</u></b>		
1. Concessions and software	187.80	1,284.00
2. Goodwill	<b>3,620,263.68</b>	4,097,661.00
	<b>3,620,451.48</b>	4,098,945.00
<b>II. <u>Tangible assets</u></b>		
Other equipment, factory and office equipment	<b>20,958.22</b>	31,923.00
	<b>20,958.22</b>	31,923.00
<b>B. <u>Current assets</u></b>		
<b>I. <u>Receivables and other assets</u></b>		
1. Trade receivables	<b>133,967.20</b>	254,529.00
2. Other assets	<b>33,347.75</b>	38,995.27
	<b>167,314.95</b>	293,524.27
<b>II. <u>Cash on hand, bank balances</u></b>		
	<b>166,485.00</b>	174,956.03
	<b>166,485.00</b>	174,956.03
<b>C. <u>Prepaid expenses and deferred charges</u></b>		
	<b>53,899.54</b>	52,295.84
	<b>53,899.54</b>	52,295.84
	<b>4,029,109.19</b>	4,651,644.14

Company: SuperOffice GmbH  
Registered office: 44227 Dortmund  
Dortmund Local Court, HRB 22851

**Balance Sheet as of December 31, 2019**

(inclusive of prior year's comparative figures)

**EQUITY AND LIABILITIES**

	<b>12/31/2019</b>	<b>12/31/2018</b>
	<b>EUR</b>	<b>EUR</b>
<b>A. <u>Equity</u></b>		
I. Subscribed capital	500,000.00	500,000.00
II. Capital reserve	4,202,521.21	4,202,521.21
III. Cumulative losses brought forward	-2,817,167.39	-2,417,257.17
IV. Net loss for the year	-436,811.49	-399,910.22
	<u>1,448,542.33</u>	<u>1,885,353.82</u>
<b>B. <u>Provisions</u></b>		
Other provisions	152,560.71	194,440.24
	<u>152,560.71</u>	<u>194,440.24</u>
<b>C. <u>Liabilities</u></b>		
1. Trade payables	32,574.83	15,588.33
2. Payables to affiliated companies	1,724,337.76	2,051,525.68
3. Other liabilities	34,571.68	34,561.07
	of which taxes € 27,830.31	
	prior year: € 27,855.91	
	of which relat to social security: € 5,830.67	
	prior year: € 5,549.83	
	<u>1,791,484.27</u>	<u>2,101,675.08</u>
<b>D. <u>Deferred income</u></b>		
	636,521.88	470,175.00
	<u>636,521.88</u>	<u>470,175.00</u>
	<u>4,029,109.19</u>	<u>4,651,644.14</u>

## Income Statement for the Period from January 1 through December 31, 2019

(inclusive of prior year's comparative figures)

	<b>2019</b>	<b>2018</b>
	<b>EUR</b>	<b>EUR</b>
1. <u>Sales revenue</u>	<b>5,023,313.92</b>	4,954,023.89
2. Other operating income	<b>11,452.00</b>	20,421.00
	<b>5,034,765.92</b>	4,974,444.89
3. Cost of materials		
a) Cost of raw materials and supplies and of purchased merchandise	<b>-1,742,522.33</b>	-1,690,518.85
b) Cost of purchased services	<b>-234,186.17</b>	-189,899.36
	<b>-1,976,708.50</b>	-1,880,418.21
4. Personnel expenses		
a) Wages and salaries	<b>-1,623,245.67</b>	-1,561,154.29
b) Social security and pension benefits	<b>-314,199.37</b>	-320,711.11
of which relating to pensions	<u>€ 30,735.53</u>	
Prior year: <u>€ 26,135.51</u>		
	<b>-1,937,445.04</b>	-1,881,865.40
5. Amortization and depreciation of fixed intangible and tangible assets	<b>-499,270.72</b>	-509,365.19
	<b>-499,270.72</b>	-509,365.19
6. Other operating expenses	<b>-1,008,279.10</b>	-1,056,031.58
of which from currency conversion	<u>€ 54,295.86</u>	
7. Other interest and similar income	<b>5,248.95</b>	662.00
of which from related companies	<u>€ 4,992.00</u>	
8. Interest and similar expenses	<b>-55,123.00</b>	-47,336.73
of which from related companies	<u>€ 50,395.00</u>	
9. Profit or loss after taxes	<b>-436,811.49</b>	-399,910.22
10. <u>Net loss for the year</u>	<b>-436,811.49</b>	-399,910.22

**Cash Flow Statement for the Period from January 1 through December 31, 2019**  
(inclusive of prior year's comparative figures)

	<b>2019</b>	<b>2018</b>
	<b>EUR</b>	<b>EUR</b>
1. Net loss for the year	<b>-436,811</b>	<b>-399,910</b>
2. + Amortization/depreciation of fixed intangible and tangible assets	499,271	509,365
3. +/- Increase/decrease in provisions	-41,880	-36,590
4. +/- Other non-cash expenses/income		
5. +/- Increase/decrease in inventories, trade receivables and other assets not attributable to investing or financing activities	124,606	-43,832
6. +/- Increase/decrease in trade payables and other liabilities not attributable to investing or financing activities	183,344	172,368
7. +/- Gain/loss from the disposal of fixed assets		34
8. +/- Interest expenses/interest income	49,874	46,675
<b>9. = Cash flow from operating activities</b>	<b>378,403</b>	<b>248,110</b>
10. + Proceeds from the disposal of fixed intangible and tangible assets	111	
11. – Payments for investments in intangible assets		
12. – Payments for investments in tangible assets	-9,923	-17,808
13. + Interest received	5,249	662
<b>14. = Cash flow from investing activities</b>	<b>-4,564</b>	<b>-17,146</b>
15. + Proceeds from the issue of notes and taking out of (financial) loans		67,593
16. – Payments for the redemption of notes and (financial) loans	-327,188	-112,886
17. – Interest paid	-55,123	-47,337
<b>18. = Cash flow from financing activities</b>	<b>-382,311</b>	<b>-92,630</b>
<b>19. Increase/decrease in cash and cash equivalents</b>	<b>-8,471</b>	<b>138,334</b>
20. + Cash and cash equivalents at the beginning of the period	174,956	36,622
21. = Cash and cash equivalents at the end of the period (total of 44 to 47)	166,485	174,956
Composition of Cash and cash equivalents at the end of the period:		
Cash on hand	1,222	1,401
Bank balances	165,263	173,555
	<b>166,485</b>	<b>174,956</b>

Company: SuperOffice GmbH  
Registered office: 44263 Dortmund  
Dortmund Local Court, HRB 22851

## **Notes to the Financial Statements for Financial Year 2019**

### **I. General Information**

The Company is a small corporation within the meaning of Section 267 (1) HGB.

### **II. Accounting and Valuation Principles**

The annual financial statements were prepared pursuant to the provisions stipulated in the German Commercial Code. The notes for the 2020 financial year were prepared by making use of the size-related relief provisions of Section 288 (1) HGB.

The income statement was prepared in accordance with the type-of-expenditure format.

#### Intangible assets

Concessions and software were stated at acquisition cost by accounting for straight-line amortization in accordance with the expected useful life.

#### Goodwill

In 2017, SuperOffice GmbH was merged retroactively into Team Brendel (Deutschland) GmbH (changed its name to SuperOffice GmbH) by way of upstream merger.

Goodwill arising therefrom in the amount of EUR 4,773,974.17 is amortized over a useful life of 10 years pursuant to Section 253 (3) Clauses 3 and 4 HGB.

Tangible assets are stated at acquisition/production cost, reduced by systematic depreciation according to use.

Additions to assets amounting up to EUR 800.00 were immediately deducted.

Receivables and other assets are stated at nominal values. The general credit risk was sufficiently covered by a general allowance.

In addition, specific allowances amounted to EUR 58,265.00.

Cash on hand and bank balances were capitalized at nominal values.

Prepaid expenses and deferred charges include payments made before the balance sheet date to the extent they relate to expenses for a specific period after that date.

The subscribed capital is recognized at nominal value.

Provisions account for all discernable risks and commitments and are established at amounts reasonably to be utilized.

Other liabilities are stated at their settlement amounts.

Deferred income includes payments received before the balance sheet date to the extent they relate to income for a specific period after that date.

Receivables and payables in foreign currencies are translated at the mean spot exchange rates as of the balance sheet date in accordance with Section 256a HGB.



### III. Explanations to the Balance Sheet and the Income Statement

#### Explanations to the Balance Sheet

There were no receivables and other assets with remaining terms of more than one year.

<b><u>Schedule of liabilities</u></b>	<b>&lt; 1 year</b>	<b>2 - 5 years</b>	<b>&gt; 5 years</b>
Trade payables	32,574.83	0.00	0.00
Payables to affiliated companies	332,659.70	1,391,678.06	0.00
Other liabilities	34,571.68	0.00	0.00
	<u>399,806.21</u>	<u>1,391,678.06</u>	<u>0.00</u>

Of the payables to affiliated companies, EUR 329,387.70 relate to trade payables, EUR 1,394,950.06 to financial transactions and EUR 0 to other liabilities.

<b><u>Schedule of liabilities (prior year)</u></b>	<b>&lt; 1 year</b>	<b>2 - 5 years</b>	<b>&gt; 5 years</b>
Trade payables	15,588.33	0.00	0.00
Payables to affiliated companies	701,168.48	1,350,357.20	0.00
Other liabilities	34,561.07	0.00	0.00
	<u>751,317.88</u>	<u>1,350,357.20</u>	<u>0.00</u>

#### **IV. Other Disclosures**

##### **Managing director:**

The managing director is Mr Manfred Kaftan.

##### **Average number of employees**

Average number of employees: 21

##### **Information on the parent company:**

Name: SuperOffice AG

Registered office: Basel, Switzerland

##### **Group affiliation**

The annual financial statements of SuperOffice GmbH are included in the consolidated financial statements of SuperOffice Group AS, Oslo.

#### **V. Legal form-specific Disclosures**

##### **Payables to shareholders**

Liabilities recorded in the balance sheet include payables to shareholders amounting to EUR 1,181,288.15.

There are debtor warrants from waived loans for the years 2001 to 2006 in favor of the shareholder SuperOffice AG in Switzerland to the total amount of EUR 4,952,974.33. Thereof, an amount of EUR 3,751,419.52 have been resumed in the years from 2007 to 2017, so that in future, EUR 1.201.554,81 can be claimed back.

Dortmund, September 1, 2021

.....  
Manfred Kaftan

The following auditor's report (Bestätigungsvermerk) has been issued in accordance with Section 322 German Commercial Code (Handelsgesetzbuch) on the financial statements of SuperOffice GmbH, Dortmund, as of and for the fiscal year ended December 31, 2019.

The following English language auditor's report is a translation of the German language Bestätigungsvermerk prepared in accordance with HGB.

**INDEPENDENT AUDITOR'S REPORT** (Translation - the German text is authoritative)

To SuperOffice GmbH, Dortmund

*Audit Opinion*

We have audited the annual financial statements of SuperOffice GmbH, Dortmund, which comprise the balance sheet as of December 31, 2019, the income statement and the cash flow statement for the period from January 1 through December 31, 2019, and the notes to the financial statements, including the recognition and measurement policies presented therein.

In our opinion, on the basis of the knowledge obtained in the audit, the accompanying annual financial statements comply, in all material respects, with the requirements of German commercial law and give a true and fair view of the assets, liabilities and financial position of the Company as at December 31, 2019 and of its financial performance for the financial year from January 1 through December 31, 2019 in compliance with German Legally Required Accounting Principles.

Pursuant to § [Article] 322 Abs. [paragraph] 3 Satz [sentence] 1 HGB [Handelsgesetzbuch: German Commercial Code], we declare that our audit has not led to any reservations relating to the legal compliance of the annual financial statements.

*Basis for the Audit Opinion*

We conducted our audit of the annual financial statements in accordance with § 317 HGB and in compliance with German Generally Accepted Standards for Financial Statement Audits promulgated by the Institut der Wirtschaftsprüfer [Institute of Public Auditors in Germany] (IDW). Our responsibilities under those requirements and principles are further described in the "Auditor's Responsibilities for the Audit of the Annual Financial Statements" section of our auditor's report. We are independent of the Company in accordance with the requirements of German commercial and professional law, and we have fulfilled our other German professional responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the annual financial statements.

### *Responsibilities of the Executive Directors for the Annual Financial Statements*

The executive directors are responsible for the preparation of the annual financial statements that comply, in all material respects, with the requirements of German commercial law, and that the annual financial statements give a true and fair view of the assets, liabilities, financial position and financial performance of the Company in compliance with German Legally Required Accounting Principles. In addition, the executive directors are responsible for such internal control as they, in accordance with German Legally Required Accounting Principles, have determined necessary to enable the preparation of annual financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the annual financial statements, the executive directors are responsible for assessing the Company's ability to continue as a going concern. They also have the responsibility for disclosing, as applicable, matters related to going concern. In addition, they are responsible for financial reporting based on the going concern basis of accounting, provided no actual or legal circumstances conflict therewith.

### *Auditor's Responsibilities for the Audit of the Annual Financial Statements*

Our objectives are to obtain reasonable assurance about whether the annual financial statements as a whole are free from material misstatement, whether due to fraud or error, as well as to issue an auditor's report that includes our audit opinion on the annual financial statements.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with § 317 HGB and in compliance with German Generally Accepted Standards for Financial Statement Audits promulgated by the Institut der Wirtschaftsprüfer (IDW) will always detect a material misstatement. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these annual financial statements.

We exercise professional judgment and maintain professional skepticism throughout the audit. We also

- Identify and assess the risks of material misstatement of the annual financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our audit opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit of the annual financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an audit opinion on the effectiveness of these systems of the Company.

- Evaluate the appropriateness of accounting policies used by the executive directors and the reasonableness of estimates made by the executive directors and related disclosures.
- Conclude on the appropriateness of the executive directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in the auditor's report to the related disclosures in the annual financial statements or, if such disclosures are inadequate, to modify our respective audit opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to be able to continue as a going concern.
- Evaluate the overall presentation, structure and content of the annual financial statements, including the disclosures, and whether the annual financial statements represent the underlying transactions and events in a manner that the annual financial statements give a true and fair view of the assets, liabilities, financial position and financial performance of the Company in compliance with German Legally Required Accounting Principles.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Essen, September 2, 2021

PricewaterhouseCoopers GmbH  
Wirtschaftsprüfungsgesellschaft

sgd. Bernhard Klinke  
Wirtschaftsprüfer  
(German public auditor)

sgd. ppa. Detmar Lentz  
Wirtschaftsprüfer  
(German public auditor)

**CONFIDENTIAL**

Superoffice Benelux B.V.  
Attn. Mr. G.J.J.A. van Doormalen  
Emmasingel 29 41, 4<sup>e</sup> etage  
5611 AZ EINDHOVEN

**INDEPENDENT AUDITOR'S REPORT**

16.0727/LK/MD

**A. Report on the audit of the financial statements 2020 included in the annual report****Our opinion**

We have audited the financial statements 2020, as attached, of Superoffice Benelux B.V. based in 's-Hertogenbosch.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of Superoffice Benelux B.V. as at December 31, 2020 and of its result for 2020 in accordance with Part 9 of Book 2 of the Dutch Civil Code.

The attached financial statements comprise:

1. the balance sheet as at 31 December 2020 (closing with a balance sheet total of € 2,783,336 and an equity of € 501,745);
2. the profit and loss account for 2020 (closing with a result after taxes of € 139,055); and
3. the notes comprising of a summary of the accounting policies and other explanatory information.

**Basis for our opinion**

We conducted our audit in accordance with Dutch law, including the Dutch Standards of Auditing. Our responsibilities under those standards are further described in the 'Our responsibilities for the audit of the financial statements' section of our report.

We are independent of Superoffice Benelux B.V. in accordance with the Wet toezicht accountantsorganisaties (Wta, Audit firms supervision act), the Verordening inzake de onafhankelijkheid van accountants bij assurance-opdrachten (ViO, Code of Ethics for Professional Accountants, a regulation with respect to independence) and other relevant independence regulations in the Netherlands. Furthermore we have complied with the Verordening gedrags- en beroepsregels accountants (VGBA, Dutch Code of Ethics).

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **B. Report on the other information included in the annual report**

In addition to the financial statements and our auditor's report thereon, the annual report contains other information that consists of:

- the cash flow report;
- other information as required by Part 9 of Book 2 of the Dutch Civil Code;

Based on the following procedures performed, we conclude that the other information:

- is consistent with the financial statements and does not contain material misstatements;
- contains the information as required by Part 9 of Book 2 of the Dutch Civil Code.

We have read the other information. Based on our knowledge and understanding obtained through our audit of the financial statements or otherwise, we have considered whether the other information contains material misstatements.

By performing these procedures, we comply with the requirements of Part 9 of Book 2 of the Dutch Civil Code and the Dutch Standard 720. The scope of the procedures performed is substantially less than the scope of those performed in our audit of the financial statements.

Management is responsible for the preparation of the other information, including the management report in accordance with Part 9 of Book 2 of the Dutch Civil Code and other information as required by Part 9 of Book 2 of the Dutch Civil Code.

## **C. Description of responsibilities regarding the financial statements**

### **Responsibilities of management for the financial statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Part 9 of Book 2 of the Dutch Civil Code. Furthermore, management is responsible for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

As part of the preparation of the financial statements, management is responsible for assessing the company's ability to continue as a going concern. Based on the financial reporting framework mentioned, management should prepare the financial statements using the going concern basis of accounting, unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objective is to plan and perform the audit engagement in a manner that allows us to obtain sufficient and appropriate audit evidence for our opinion.

Our audit has been performed with a high, but not absolute, level of assurance, which means we may not detect all material errors and fraud during our audit.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. The materiality affects the nature, timing and extent of our audit procedures and the evaluation of the effect of identified misstatements on our opinion.

We have exercised professional judgement and have maintained professional scepticism throughout the audit, in accordance with Dutch Standards on Auditing, ethical requirements and independence requirements. Our audit included among others:

- identifying and assessing the risks of material misstatement of the financial statements, whether due to fraud or error, designing and performing audit procedures responsive to those risks, and obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtaining an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control;
- evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management; evaluating the overall presentation, structure and content of the financial statements, including the disclosures; and
- evaluating whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant findings in internal control that we identify during our audit.

Helmond, 17 augustus 2021

Dok Accountants en Adviseurs B.V.

L.J.A.M. Koutstaal AA



**Report on Annual Accounts 2020**  
**Superoffice Benelux BV**  
**Den Bosch**

## Content

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To the Board of Directors and shareholders of  
Superoffice Benelux BV  
Emmasingel 29.41  
5611 AZ EINDHOVEN (NL)

Utrecht, 5 February 2021

Ref: Ivdb21020501

Dear Sirs,

## **1.1 Assignment**

In accordance with the management's decision, we have prepared the 2020 annual accounts of Superoffice Benelux BV. The annual accounts have been prepared under the responsibility of the company's management.

## **1.2 General**

### *1.2.1 Adoption of the 2019 annual accounts*

The Annual General Meeting of Shareholders adopted the 2019 annual accounts on 25 February 2020. The profit after tax for the 2019 financial year amounted to €147.126 positive. This amount was added to the other reserves in accordance with the management's proposal.

## 1.3 Result

### 1.3.1 Comparison of 2020 and 2019 results

The profit and loss accounts for 2020 and 2019 can be summarised as follows:

(x 1.000)	<b>2020</b>		<b>2019</b>	
	€	%	€	%
<b>Net turnover</b>	4.780	100,0	4.799	100,0
costs of sales	2.008	42,0	1.968	41,0
<b>Gross margin (A)</b>	2.772	58,0	2.831	59,0
Labour costs	1.958	41,0	1.954	40,7
Depreciation of tangible fixed assets	60	1,3	61	1,3
Other operating expenses	611	12,8	672	14,0
<b>Sum of operating costs (B)</b>	2.629	55,0	2.687	56,0
<b>Operating result (A-B)</b>	143	3,0	144	3,0
Financial income and expenses	24	0,5	38	0,8
<b>Result from regular business activities before taxes</b>	167	3,5	182	3,8
Taxes	(28)	(0,6)	(35)	(0,7)
<b>Result after taxes</b>	139	2,9	147	3,1

## 1.4 Financial position

### 1.4.1 Asset structure

Based on the balance sheet included in the annual accounts, the asset structure can be presented as follows:

(x 1.000)	<u>2020</u> €	<u>2019</u> €
<b>Available in the long term</b>		
Equity	502	493
	<u>502</u>	<u>493</u>
<b>Long-term commitment</b>		
Tangible fixed assets	299	346
Financial fixed assets	24	42
	<u>323</u>	<u>388</u>
<b>Long-term surplus</b>	<u>179</u>	<u>105</u>
<b>Current assets</b>		
Receivables	1.883	1.654
Liquid assets	578	269
	<u>2.461</u>	<u>1.923</u>
Current liabilities	(2.282)	(1.818)
<b>Working capital</b>	<u>179</u>	<u>105</u>

According to this statement, working capital increased by €74.000 as at 31 December 2020 compared with 31 December 2019, i.e. from €105.000 in 2019 to €179.000 in 2020.

## 1.5 Fiscal position

### 1.5.1 Corporate tax

The taxable amount is calculated as follows:

	€
Result from regular business activities before taxes	167.067
Added: non-deductible part of mixed costs (fixed amount)	6.270
Less: investment deduction 28% on € 12.720	(3.566)
<b>Taxable amount</b>	<u>169.771</u>
The corporate income tax payable on this amounts to: 16,5% of € 169.770	<u>28.012</u>

### 1.5.2 Corporate tax balance sheet

	<u>Total</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
	€	€	€	€
Debt at 1 January 2020	(16.761)	0	(10.018)	(6.743)
At: due over financial year	(28.012)	(28.012)	0	0
Total	(44.773)	(28.012)	(10.018)	(6.743)
Paid (received)	41.200	24.439	10.018	6.743
Debt as 31 December 2020	<u>(3.573)</u>	<u>(3.573)</u>	<u>0</u>	<u>0</u>

We are happy to provide further clarification.

Sincerely,  
**Schevers** *Administratie & Advies*

J O M Schevers

## **Annual accounts**

## Balance sheet as at 31 December 2020

(after proposed profit appropriation)

Assets	31 december 2020		31 december 2019	
	€	€	€	€
<i>Fixed assets</i>				
<b>Tangible fixed assets</b>				
Inventories	297.184		343.904	
Means of transport	1.551		1.831	
		298.735		345.735
<b>Financial fixed assets</b>				
Granted loan		23.958		42.409
<i>Current assets</i>				
<b>Receivables</b>				
Trade debtors	599.125		605.938	
Receivables from group members	1.124.231		833.832	
Taxes and social security contributions	5.860		6.401	
Other receivables and accrued assets	153.723		207.637	
		1.882.939		1.653.808
<b>Liquid assets</b>		577.704		268.500
		2.783.336		2.310.452



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## Profit-and-loss account for 2020

	<b>2020</b>		<b>2019</b>	
	€	€	€	€
<b>Net turnover</b>	4.779.839		4.798.523	
Costs of sales	2.007.976		1.967.807	
<b>Gross margin</b>		2.771.863		2.830.716
Wages and salaries	1.648.298		1.607.174	
Social security contributions	237.183		271.119	
Pension contributions	72.403		75.700	
Depreciation of tangible fixed assets	59.721		60.433	
Other operating expenses	610.862		672.334	
<b>Sum of operating costs</b>		2.628.467		2.686.760
<b>Operating Result</b>		143.396		143.956
Interest receivable and similar income	31.652		39.277	
Interest expenses and similar costs	(7.981)		(1.211)	
<b>Financial income and expenses</b>		23.671		38.066
<b>Result from regular business activities before taxes</b>		167.067		182.022
Taxes		(28.012)		(34.896)
<b>Result after taxes</b>		139.055		147.126



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## Notes to the balance sheet and profit and loss account--

### 1 General explanation

#### 1.1 General

##### *Activities*

The activities of Superoffice Benelux BV mainly consist of selling, marketing and providing support regarding software. Acquiring and disposing of participations or other interests in legal entities, companies and enterprises, collaborating with them and managing them. Obtaining, managing, exploiting, encumbering and alienating goods, as well as investing capital. All this in the broadest sense of the word.

##### *Group relationships*

Superoffice Benelux BV is a subsidiary of Superoffice Asa in Norway. Superoffice Benelux BV's figures are included in the consolidated annual accounts of Superoffice Asa in Norway.

##### *Related parties*

Superoffice Asa in Norway can be considered a related party. Superoffice Asa charges Superoffice Benelux BV for purchasing costs in accordance with the distribution agreement.

#### 1.2 Principles for the valuation of assets and liabilities

##### *General*

The annual accounts have been prepared in accordance with generally accepted accounting principles in the Netherlands. The currency for the financial statements is euros. Assets and liabilities are valued at nominal value, unless a different valuation principle is stated.

##### *Comparison with the previous year*

The principles of valuation and determination of the result are unchanged compared with the previous year.

##### *Tangible fixed assets*

Tangible fixed assets are valued at the purchase price. Depreciation is calculated using the straight-line method, based on the economic lifetime.

#### *Financial fixed assets*

Receivables included under financial fixed assets are valued at nominal value less any provisions deemed necessary.

#### *Receivables*

Receivables are valued at nominal value less any provisions for bad debts deemed necessary.

#### *Liquid assets*

Liquid assets consist of bank balances with a term of less than twelve months.

#### *Pension*

Superoffice Benelux BV has a defined contribution plan. For this scheme, Superoffice Benelux BV pays premiums to insurance companies on a contractual basis. Apart from premium payments, Superoffice Benelux BV has no further obligations under this pension scheme. The premiums are accounted for as personnel costs when they are due. Prepaid premiums are accounted for as prepayments and accrued income if they lead to a repayment or a reduction in future payments.

### *1.3 Principles for determining the result*

The result is determined as the difference between the net realisable value of the services provided and the costs and other charges for the year. Results on transactions are accounted for in the year in which they are realised; losses are accounted for as soon as they are foreseeable.

#### *Net-turnover*

Net turnover is understood to mean the amounts charged or to be charged to third parties for the goods and services supplied in the reporting year, after deduction of discounts, and excluding turnover tax.-

#### *Costs of sales*

Costs of sales is understood to mean the direct and indirect costs that can be attributed to the turnover.

#### *Costs*

The costs are determined on a historical basis and allocated to the reporting year to which they relate.

#### *Depreciation of tangible fixed assets*

Depreciation on tangible fixed assets is calculated based on the acquisition price. Depreciation takes place according to the straight-line method based on the estimated economic lifetime. Book profits and losses on the non-recurring sale of property, plant and equipment are included in depreciations.-

#### *Taxes*

Tax on the result is calculated on the result before tax in the profit and loss account, after deducting the use of tax-deductible losses from previous financial years and exempted profit components and after addition of non-deductible costs. The current tax rates are applied for this purpose.

## 2 Notes to the balance sheet

### 2.1 Material fixed assets

The changes in tangible fixed assets can be specified as follows:

	<u>Inventories</u>	<u>Means of transport</u>	<u>Total</u>
	€	€	€
<b>Balance as at 1 January 2020</b>			
Purchase prices	537.455	2.478	539.933
Cumulative impairments and depreciation	(193.551)	(647)	(194.198)
Book values	<u>343.904</u>	<u>1.831</u>	<u>345.735</u>
<b>Mutations</b>			
Investments	12.160	561	12.721
Divestments	0	(495)	(495)
Depreciation of tangible fixed assets	(58.880)	(465)	(59.345)
Reversal of depreciation of assets sold	0	119	119
Balance	<u>(46.720)</u>	<u>(280)</u>	<u>(47.000)</u>
<b>Balance as at 31 december 2020</b>			
Purchase prices	549.615	2.544	552.159
Cumulative impairments and depreciation	(252.431)	(993)	(253.424)
Book values	<u>297.184</u>	<u>1.551</u>	<u>298.735</u>
Depreciation rates	<u>12,5/20</u>	<u>20</u>	

## 2.2 *Financial fixed assets*

### *Granted loan*

Loans with a total principal amount of €130.318 have been granted to the director. No interest is charged on the loan. The remaining term of the loan is 16 months. The loan development can be summarised as follows:

	<u>2020</u>	<u>2019</u>
	€	€
Balance as at 1 January	42.409	60.861
Repayments	(18.451)	(18.452)
Balance	<u>23.958</u>	<u>42.409</u>

## 2.3 *Receivables*

### *Trade debtors*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Trade debtors	<u>599.125</u>	<u>605.938</u>

A provision for possible bad debts is not considered necessary.

### *Receivables from group members*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Current account Superoffice Asa	<u>1.124.231</u>	<u>833.832</u>

With effect from 2008, interest is charged on the current-account relationship with Superoffice Asa. The NIBOR is used as the interest rate. No further agreements have been made regarding repayment and securities.

*Taxes and social security premiums*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Pension premiums	5.860	6.401

*Other receivables and accrued assets*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Management current account	424	96.806
Bonus	41.482	28.619
Rental deposit	31.880	31.880
Prepaid rent	34.367	0
Prepaid vehicle costs	17.918	0
Purchasing costs	16.079	37.146
Prepaid travel expenses	0	3.854
Insurance	7.975	5.404
Marketing costs	1.665	743
Other	1.933	3.185
	<u>153.723</u>	<u>207.637</u>

On the average balance of the management's current account, 4,3% interest was calculated; nothing further has been agreed on repayment and securities.-

The other receivables are due in less than one year.



## 2.4 *Liquid assets*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Deutsche Bank AG	5.967	15.864
DnB NOR Bank	0	223.222
DnB NOR Bank, USD	0	29.237
Danske Bank	559.963	0
Danske Bank USD	11.597	0
Cash	177	177
	<u>577.704</u>	<u>268.500</u>

Superoffice Benelux BV participates in Superoffice Asa's International Cashpool through the Danske Bank.

## 2.5 *Equity*

### *Share capital*

Superoffice Benelux BV's authorised capital amounts to f500.000 divided into 500 ordinary shares of f1.000. Of these, 280 ordinary shares have been issued and fully paid up.

According to the articles of association, the shares are stated in guilders. Using the option to round the euro equivalent to a maximum of two decimal places (Art. 2:178c.1 of the Dutch Civil Code), the nominal value per share is €453,78.

### *Other reserves*

	<u>2020</u>	<u>2019</u>
	€	€
Balance as at 1 January	365.632	348.506
Dividend payment	(130.000)	(130.000)
	<u>235.632</u>	<u>218.506</u>
Result after taxes	139.055	147.126
Balance as at 31 December	<u>374.687</u>	<u>365.632</u>

## 2.6 *Current liabilities*

### *Taxes and social security premiums*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Turnover tax	123.066	102.913
Payroll tax	70.005	78.900
Corporate tax	3.573	16.761
	<u>196.644</u>	<u>198.574</u>

### *Other debts and accrued liabilities*

	<u>31-12-2020</u>	<u>31-12-2019</u>
	€	€
Pre-invoiced revenue	1.759.221	1.352.103
Reservation of holiday pay and days	62.344	65.850
Severance payments	221.713	69.439
Bonus	15.264	16.344
Accounting fees	8.986	7.920
Staff association	2.442	0
Insurance	0	9.477
Personnel costs	0	3.500
Legal fees	0	1.006
Other	4.036	5.049
	<u>2.074.006</u>	<u>1.530.688</u>

The other debts have a term of less than one year.

## 2.7 *Liabilities not included in the balance sheet*

### *Rental obligation*

The office spaces are rented. A new ten-year lease was concluded as of 1 September 2017. The rental contract is always automatically extended by 5 years. The 2020 rental obligation amounts to approximately €103.600 annually and is indexed annually. Up to and including 2022, there is an annual rent discount of €8.000.

### *Financial liabilities*

#### *Vehicles*

Lease commitments have been entered into for 17 vehicles with a total commitment as at 31 December 2020 of €231,609.

### 3 Notes to the profit-and-loss account

#### 3.1 Net turnover

Net turnover increased by 0,4% compared with the 2019 financial year.

#### 3.2 Costs of sales

	<u>2020</u>	<u>2019</u>
	€	€
Costs of sales	<u>2.007.976</u>	<u>1.967.807</u>

Superoffice Asa in Norway has passed on an amount of €1.795.412 (2019: € 1.685.320) as purchase costs in accordance with the distribution agreement applicable since 2017.

#### 3.3 Wages and salaries

	<u>2020</u>	<u>2019</u>
	€	€
Gross wages and salaries	1.488.323	1.453.697
Hired staff	76.352	78.239
Holiday allowance	101.099	92.894
	<u>1.665.774</u>	<u>1.624.830</u>
Sick pay received	0	0
Wage subsidies	(1.000)	(1.180)
Recharged labour costs	(16.476)	(16.476)
	<u>1.648.298</u>	<u>1.607.174</u>

### 3.4 Depreciation of tangible fixed assets

	<u>2020</u>	<u>2019</u>
	€	€
Inventories	58.880	59.987
Vehicles	465	446
Account loss on sale of tangible fixed assets	376	0
	<u>59.721</u>	<u>60.433</u>

### 3.5 Other operating expenses

	<u>2020</u>	<u>2019</u>
	€	€
Other personnel costs	45.366	94.102
Housing costs	140.531	131.782
Sales costs	83.316	101.365
Vehicle costs	178.845	201.972
Office costs	107.600	98.912
General expenses	55.204	44.201
	<u>610.862</u>	<u>672.334</u>

#### *Other personnel costs*

	<u>2020</u>	<u>2019</u>
	€	€
HR activities	2.405	24.161
Recruitment costs	5.500	22.051
Canteen costs	11.988	17.432
Course fees	11.652	7.911
Travel allowance	1.994	4.935
Childcare costs	5.005	5.152
Other personnel costs	6.822	12.460
	<u>45.366</u>	<u>94.102</u>

*Housing costs*

	<u>2020</u>	<u>2019</u>
	€	€
Rent	95.813	83.089
Cleaning costs	18.162	18.199
Utilities	7.786	9.280
Other housing costs	18.770	21.214
	<u>140.531</u>	<u>131.782</u>

*Sales costs*

	<u>2020</u>	<u>2019</u>
	€	€
Marketing costs	38.440	31.974
Trade fair participation	3.048	7.247
Advertising and publicity costs	13.464	13.529
Representation expenses	6.975	20.070
Travel and accomodation expenses	11.652	19.047
Movement in provision for doubtful debts	9.737	9.498
	<u>83.316</u>	<u>101.365</u>

*Vehicle costs*

	<u>2020</u>	<u>2019</u>
	€	€
Lease costs for vehicles	123.648	137.040
Other vehicle costs	55.197	64.932
	<u>178.845</u>	<u>201.972</u>

*Office costs*

	<u>2020</u>	<u>2019</u>
	€	€
Lease equipment	10.906	12.776
Telephone costs	22.177	24.428
Maintenance of office equipment	57.659	37.523
Petty purchases	11.492	19.536
Office supplies	2.235	2.105
Postage	1.367	871
Contributions and subscriptions	1.764	1.673
	<u>107.600</u>	<u>98.912</u>

*General expenses*

	<u>2020</u>	<u>2019</u>
	€	€
Accountant and administration costs	25.839	26.865
Consultancy fees	15.494	6.266
Insurance	13.871	11.070
	<u>55.204</u>	<u>44.201</u>

### 3.6 *Financial income and expenses*

#### *Interest receivable and similar income*

	<u>2020</u>	<u>2019</u>
	€	€
Interest on current account Superoffice ASA	27.695	34.595
Management current account	3.246	3.979
Other interest	711	703
	<u>31.652</u>	<u>39.277</u>

#### *Interest expenses and similar costs*

	<u>2020</u>	<u>2019</u>
	€	€
Interest and bank charges	<u>7.981</u>	<u>1.211</u>

## 4 **Other information**

### 4.1 *Average number of employees*

During 2020, an average of 21 employees were employed on a full-time basis (2019: 22). No employees were working abroad.

Eindhoven,  
Superoffice Benelux BV

Director



## **Other information**

## **Audit**

No audit has been performed since, considering its size (see Article 396, paragraph 1 of Book 2 of the Dutch Civil Code), the company is not subject to an audit.

## **Statutory rules regarding profit appropriation**

Regarding result appropriation, the articles of association stipulate the following: 'The profit is entirely at the disposal of the General Meeting of Shareholders'.

## **Proposal for profit appropriation**

In anticipation of the adoption of the annual accounts by the General Meeting of Shareholders, the profit after tax for 2020 of €139.055 has been added to the other reserves.

## Cash flow statement

	2020		2019	
	€	€	€	€
<i>Operating result</i>		143.396		143.956
<b>Adjustments for operating result</b>				
Afschrijvingen op materiële vaste activa		59.721		60.433
<b>Movement in working capital</b>				
Movement in accounts receivable	6.813		18.532	
Movement in other receivables	(235.944)		(421.755)	
Movement in accounts payable	(77.559)		5.336	
Movement in other liabilities	554.576		360.612	
		<u>247.886</u>		<u>(37.275)</u>
		451.003		167.114
Interest income received	31.652		39.277	
Interest paid	(7.981)		(1.211)	
Betaalde winstbelasting	(41.200)		(23.807)	
		<u>(17.529)</u>		<u>14.259</u>
<b>Cash flow from operating activities</b>		433.474		181.373
<b>Cash flow from investment activities</b>				
Investments Tangible fixed assets	(12.721)		(16.207)	
Divestments Tangible fixed assets	-		-	
Loans granted	-		-	
Redemption granted loan	18.451		18.452	
		<u>5.730</u>		<u>2.245</u>
<b>Cash flow from financing activities</b>				
Paid dividend	(130.000)		(130.000)	
Other changes in equity	-		-	
		<u>(130.000)</u>		<u>(130.000)</u>
<b>Movement in cash at banks and in hand</b>		<u>309.204</u>		<u>53.618</u>

**CONFIDENTIAL**  
Superoffice Benelux B.V.  
Attn. Mr. G.J.J.A. van Doormalen  
Emmasingel 29 41, 4<sup>e</sup> etage  
5611 AZ EINDHOVEN

**INDEPENDENT AUDITOR'S REPORT**

16.0726/LK/MD

**A. Report on the audit of the financial statements 2019 included in the annual report**

**Our opinion**

We have audited the financial statements 2019, as attached, of Superoffice Benelux B.V. based in 's-Hertogenbosch.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of Superoffice Benelux B.V. as at December 31, 2019 and of its result for 2019 in accordance with Part 9 of Book 2 of the Dutch Civil Code.

The attached financial statements comprise:

1. the balance sheet as at 31 December 2019 (closing with a balance sheet total of € 2,310,452 and an equity of € 492,690);
2. the profit and loss account for 2019 (closing with a result after taxes of € 147,126); and
3. the notes comprising of a summary of the accounting policies and other explanatory information.

**Basis for our opinion**

We conducted our audit in accordance with Dutch law, including the Dutch Standards of Auditing. Our responsibilities under those standards are further described in the 'Our responsibilities for the audit of the financial statements' section of our report.

We are independent of Superoffice Benelux B.V. in accordance with the Wet toezicht accountantsorganisaties (Wta, Audit firms supervision act), the Verordening inzake de onafhankelijkheid van accountants bij assurance-opdrachten (ViO, Code of Ethics for Professional Accountants, a regulation with respect to independence) and other relevant independence regulations in the Netherlands. Furthermore we have complied with the Verordening gedrags- en beroepsregels accountants (VGBA, Dutch Code of Ethics).

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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Betaling binnen 14 dagen

KvK 17191882  
BTW NL8162.02.539.B01

### **Unaudited corresponding figures**

We have not audited the financial statements 2018. Consequently, we have not audited the corresponding figures included in the profit and loss account, in the statements of changes and in the related notes.

### **B. Report on the other information included in the annual report**

In addition to the financial statements and our auditor's report thereon, the annual report contains other information that consists of:

- the cash flow report;
- other information as required by Part 9 of Book 2 of the Dutch Civil Code;

Based on the following procedures performed, we conclude that the other information:

- is consistent with the financial statements and does not contain material misstatements;
- contains the information as required by Part 9 of Book 2 of the Dutch Civil Code.

We have read the other information. Based on our knowledge and understanding obtained through our audit of the financial statements or otherwise, we have considered whether the other information contains material misstatements.

By performing these procedures, we comply with the requirements of Part 9 of Book 2 of the Dutch Civil Code and the Dutch Standard 720. The scope of the procedures performed is substantially less than the scope of those performed in our audit of the financial statements.

Management is responsible for the preparation of the other information, including the management report in accordance with Part 9 of Book 2 of the Dutch Civil Code and other information as required by Part 9 of Book 2 of the Dutch Civil Code.

### **C. Description of responsibilities regarding the financial statements**

#### **Responsibilities of management for the financial statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Part 9 of Book 2 of the Dutch Civil Code. Furthermore, management is responsible for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

As part of the preparation of the financial statements, management is responsible for assessing the company's ability to continue as a going concern. Based on the financial reporting framework mentioned, management should prepare the financial statements using the going concern basis of accounting, unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objective is to plan and perform the audit engagement in a manner that allows us to obtain sufficient and appropriate audit evidence for our opinion.

Our audit has been performed with a high, but not absolute, level of assurance, which means we may not detect all material errors and fraud during our audit.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. The materiality affects the nature, timing and extent of our audit procedures and the evaluation of the effect of identified misstatements on our opinion.

We have exercised professional judgement and have maintained professional scepticism throughout the audit, in accordance with Dutch Standards on Auditing, ethical requirements and independence requirements. Our audit included among others:

- identifying and assessing the risks of material misstatement of the financial statements, whether due to fraud or error, designing and performing audit procedures responsive to those risks, and obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtaining an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control;
- evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management; evaluating the overall presentation, structure and content of the financial statements, including the disclosures; and
- evaluating whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant findings in internal control that we identify during our audit.

Helmond, 17 augustus 2021

Dok Accountants en Adviseurs B.V.

L.J.A.M. Koutstaal AA

**Report on Annual Accounts 2019**  
**Superoffice Benelux BV**  
**Den Bosch**

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To the Board of Directors and shareholders of  
Superoffice Benelux BV  
Emmasingel 29.41  
5611 AZ EINDHOVEN (NL)

Utrecht, 5 February 2020

Ref: Ivdb20020501

Dear Sirs,

## **1.1 Assignment**

In accordance with the management's decision, we have prepared the 2019 annual accounts of Superoffice Benelux BV. The annual accounts have been prepared under the responsibility of the company's management.

## **1.2 General**

### *1.2.1 Adoption of the 2018 annual accounts*

The Annual General Meeting of Shareholders adopted the 2018 financial statements on 5 November 2019. The result after tax for the 2018 financial year amounted to € 132.576 positive. This amount was added to the other reserves in accordance with the management's proposal.

## 1.3 Result

### 1.3.1 Comparison of 2019 and 2018 results

We can summarise the profit-and-loss accounts for 2019 and 2018 as follows:

(x 1.000)	2019		2018	
	€	%	€	%
<b>Net turnover</b>	4.799	100,0	4.567	100,0
costs of sales	1.968	41,0	1.856	40,6
<b>Gross margin (A)</b>	2.831	59,0	2.711	59,4
Labour costs	1.954	40,7	1.847	40,4
Depreciation of tangible fixed assets	61	1,3	60	1,3
Other operating expenses	672	14,0	667	14,6
<b>Sum of operating costs (B)</b>	2.687	56,0	2.574	56,4
<b>Operating result (A-B)</b>	144	3,0	137	3,0
Financial income and expenses	38	0,8	28	0,6
<b>Result from regular business activities before taxes</b>	182	3,8	165	3,6
Taxes	(35)	(0,7)	(33)	(0,7)
<b>Result after taxes</b>	147	3,1	132	2,9

## 1.4 Financial position

### 1.4.1 Asset structure

Based on the balance sheet included in the annual accounts, the asset structure can be presented as follows:

(x 1.000)	<u>2019</u> €	<u>2018</u> €
<b>Available in the long term</b>		
Equity	493	476
	<u>493</u>	<u>476</u>
<b>Long-term commitment</b>		
Tangible fixed assets	346	390
Financial fixed assets	42	61
	<u>388</u>	<u>451</u>
<b>Long-term surplus</b>	<u>105</u>	<u>25</u>
<b>Current assets</b>		
Receivables	1.654	1.251
Liquid assets	269	215
	<u>1.923</u>	<u>1.466</u>
Current liabilities	(1.818)	(1.441)
<b>Working capital</b>	<u>105</u>	<u>25</u>

According to this statement, working capital increased by € 80.000 as at 31 December 2019 compared with 31 December 2018, i.e. from € 25.000 in 2018 to € 105.000 in 2019.

## 1.5 Fiscal position

### 1.5.1 Corporate tax

The taxable amount is calculated as follows:

	€
Result from regular business activities before taxes	182.022
Added: non-deductible part of mixed costs (fixed amount)	6.188
Less: investment deduction 28% on € 16.207	(4.543)
<b>Taxable amount</b>	<u>183.667</u>
The corporate income tax payable on this amounts to:	
19% of € 183.665	<u>34.896</u>

### 1.5.2 Corporate tax balance sheet

	<u>Totaal</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
	€	€	€	€
Debt at 1 January 2019	(5.672)	0	(6.743)	1.071
At: due over financial year	(34.896)	(34.896)	0	0
Total	(40.568)	(34.896)	(6.743)	1.071
Paid (received)	23.807	24.878	0	(1.071)
Debt as at 31 December 2019	<u>(16.761)</u>	<u>(10.018)</u>	<u>(6.743)</u>	<u>0</u>

We are happy to provide further clarification.

Sincerely,  
**Schevers** *Administratie & Advies*

J O M Schevers

## **Annual accounts**

## Balance sheet as at 31 December 2019

(after proposed profit appropriation)

Assets	31 december 2019		31 december 2018	
	€	€	€	€
<i>Fixed assets</i>				
<b>Tangible fixed assets</b>				
Inventories	343.904		387.684	
Means of transport	1.831		2.277	
		345.735		389.961
<b>Financial fixed assets</b>				
Granted loan		42.409		60.861
<i>Current assets</i>				
<b>Receivables</b>				
Trade debtors	605.938		624.470	
Receivables from group members	833.832		362.244	
Taxes and social security contributions	6.401		5.368	
Other receivables and accrued assets	207.637		258.503	
		1.653.808		1.250.585
<b>Liquid assets</b>		268.500		214.882
		<u>2.310.452</u>		<u>1.916.289</u>



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## Profit-and-loss account for 2019

	2019		2018	
	€	€	€	€
<b>Net turnover</b>	4.798.523		4.567.213	
Costs of sales	1.967.807		1.856.154	
<b>Gross margin</b>		2.830.716		2.711.059
Wages and salaries	1.607.174		1.565.624	
Social security contributions	271.119		212.794	
Pension contributions	75.700		68.603	
Depreciation of tangible fixed assets	60.433		59.738	
Other operating expenses	672.334		667.284	
<b>Sum of operating costs</b>		2.686.760		2.574.043
<b>Operating Result</b>		143.956		137.016
Interest receivable and similar income	39.277		29.546	
Interest expenses and similar costs	(1.211)		(1.088)	
<b>Financial income and expenses</b>		38.066		28.458
<b>Result from regular business activities before taxes</b>		182.022		165.474
Taxes		(34.896)		(32.898)
<b>Result after taxes</b>		147.126		132.576



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## Notes to the balance sheet and profit and loss account

### 1 General explanation

#### 1.1 General

##### *Activities*

The activities of Superoffice Benelux BV mainly consist of selling, marketing and providing support regarding software. Acquiring and disposing of participations or other interests in legal entities, companies and enterprises, collaborating with them and managing them. Obtaining, managing, exploiting, encumbering and alienating goods, as well as investing capital. All this in the broadest sense of the word.

##### *Group relationships*

Superoffice Benelux BV is a subsidiary of Superoffice Asa in Norway. Superoffice Benelux BV's figures are included in the consolidated annual accounts of Superoffice Asa in Norway.

##### *Related parties*

Superoffice Asa in Norway can be considered a related party. Superoffice Asa charges Superoffice Benelux BV for purchasing costs in accordance with the distribution agreement.

#### 1.2 Principles for the valuation of assets and liabilities

##### *General*

The annual accounts have been prepared in accordance with generally accepted accounting principles in the Netherlands. The currency for the financial statements is euros. Assets and liabilities are valued at nominal value, unless a different valuation principle is stated.

##### *Comparison with the previous year*

The principles of valuation and determination of the result are unchanged compared with the previous year.

##### *Tangible fixed assets*

Tangible fixed assets are valued at the purchase price. Depreciation is calculated using the straight-line method, based on the economic lifetime.

#### *Financial fixed assets*

Receivables included under financial fixed assets are valued at nominal value less any provisions deemed necessary.

#### *Receivables*

Receivables are valued at nominal value less any provisions for bad debts deemed necessary.

#### *Liquid assets*

Liquid assets consist of bank balances with a term of less than twelve months.

#### *Pension*

Superoffice Benelux BV has a defined contribution plan. For this scheme, Superoffice Benelux BV pays premiums to insurance companies on a contractual basis. Apart from premium payments, Superoffice Benelux BV has no further obligations under this pension scheme. The premiums are accounted for as personnel costs when they are due. Prepaid premiums are accounted for as prepayments and accrued income if they lead to a repayment or a reduction in future payments.

### *1.3 Principles for determining the result*

The result is determined as the difference between the net realisable value of the services provided and the costs and other charges for the year. Results on transactions are accounted for in the year in which they are realised; losses are accounted for as soon as they are foreseeable.

#### *Net-turnover*

Net- turnover is understood to mean the amounts charged or to be charged to third parties for the goods and services supplied in the reporting year, after deduction of discounts, and excluding turnover tax.

#### *Costs of sales*

Costs of sales is understood to mean the direct and indirect costs that can be attributed to the turnover.

#### *Costs*

The costs are determined on a historical basis and allocated to the reporting year to which they relate.

#### *Depreciation of tangible fixed assets*

Depreciation on tangible fixed assets is calculated based on the acquisition price. Depreciation takes place according to the straight-line method based on the estimated economic lifetime. Book profits and -losses on the non-recurring sale of property, plant and equipment are included in depreciations.

#### *Taxes*

Tax on the result is calculated on the result before tax in the profit and loss account, after deducting the use of tax-deductible losses from previous financial years and exempted profit components and after addition of non-deductible costs. The current tax rates are applied for this purpose.

## 2 Notes to the balance sheet

### 2.1 Material fixed assets

The changes in tangible fixed assets can be specified as follows:

	<u>Inventories</u>	<u>Transport equipment</u>	<u>Total</u>
	€	€	€
<b>Balance as at 1 January 2019</b>			
Purchase prices	521.248	2.478	523.726
Cumulative impairments and depreciation	(133.564)	(201)	(133.765)
Book values	<u>387.684</u>	<u>2.277</u>	<u>389.961</u>
<b>Mutations</b>			
Investments	16.207	0	16.207
Divestments	0	0	0
Depreciation of tangible fixed assets	(59.987)	(446)	(60.433)
Reversal of depreciation of assets sold	0	0	0
Balance	<u>(43.780)</u>	<u>(446)</u>	<u>(44.226)</u>
<b>Balance as at 31 December 2019</b>			
Purchase prices	537.455	2.478	539.933
Cumulative impairments and depreciation	(193.551)	(647)	(194.198)
Book values	<u>343.904</u>	<u>1.831</u>	<u>345.735</u>
Depreciation rates	<u>12,5/20</u>	<u>20</u>	

## 2.2 *Financial fixed assets*

### *Granted loan*

Loans with a total principal amount of €130.318 have been granted to the director. No interest is charged on the loan. The remaining term of the loan is 28 months. The loan development can be summarised as follows:

	<u>2019</u>	<u>2018</u>
	€	€
Balance as at 1 January	60.861	38.846
Loans granted	0	40.000
	<u>60.861</u>	<u>78.846</u>
Repayments	(18.452)	(17.985)
Balance	<u>42.409</u>	<u>60.861</u>

## 2.3 *Receivables*

### *Trade debtors*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Trade debtors	605.938	636.099
Provision for doubtful debts	0	(11.629)
	<u>605.938</u>	<u>624.470</u>

### *Receivables from group members*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Current account Superoffice Asa	<u>833.832</u>	<u>362.244</u>

With effect from 2008, interest is charged on the current-account relationship with Superoffice Asa. The NIBOR is used as the interest rate. No further agreements have been made regarding repayment and securities.

*Taxes and social security premiums*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Pension premiums	6.401	5.368

*Other receivables and accrued assets*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Management current account	96.806	92.427
Bonus	28.619	62.340
Rental deposit	31.880	31.880
Prepaid rent	0	29.547
Purchasing costs	37.146	28.276
Prepaid travel expenses	3.854	7.922
Insurance	5.404	5.712
Marketing costs	743	0
Computer costs	0	386
Other	3.185	13
	<u>207.637</u>	<u>258.503</u>

On the average balance of the management's current-account, 4,3% interest was calculated; nothing further has been agreed on repayment and securities.

The other receivables are due in less than one year.

## 2.4 *Liquid assets*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Deutsche Bank AG	15.864	7.523
DnB NOR Bank	223.222	207.182
DnB NOR Bank, USD	29.237	0
Cash	177	177
	<u>268.500</u>	<u>214.882</u>

Superoffice Benelux BV participates in Superoffice Asa's International Cashpool through the DnB NOR Bank ASA.

## 2.5 *Equity*

### *Share capital*

Superoffice Benelux BV's authorised capital amounts to f500.000 divided into 500 ordinary shares of f1.000. Of these, 280 ordinary shares have been issued and fully paid up.

According to the articles of association, the shares are stated in guilders. Using the option to round the euro equivalent to a maximum of two decimal places (Art. 2:178c.1 of the Dutch Civil Code), the nominal value per share is €453,78.

### *Other reserves*

	<u>2019</u>	<u>2018</u>
	€	€
Balance as at 1 January	348.506	315.930
Dividend payment	(130.000)	(100.000)
	<u>218.506</u>	<u>215.930</u>
Result after taxes	147.126	132.576
Balance as at 31 December	<u>365.632</u>	<u>348.506</u>

## 2.6 Current liabilities

### *Taxes and social security premiums*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Turnover tax	102.913	103.675
Payroll tax	78.900	93.424
Corporate tax	16.761	5.672
	<u>198.574</u>	<u>202.771</u>

### *Other debts and accrued liabilities*

	<u>31-12-2019</u>	<u>31-12-2018</u>
	€	€
Pre-invoiced revenue	1.352.103	1.024.349
Reservation of holiday pay and days	65.850	65.588
Severance payments	69.439	0
Bonus	16.344	38.334
Accounting fees	7.920	10.211
Staff association	0	10.325
Insurance	9.477	5.849
Personnel costs	3.500	0
Legal fees	1.006	0
Other	5.049	134
	<u>1.530.688</u>	<u>1.154.790</u>

The other debts have a term of less than one year.



## *2.7 Liabilities not included in the balance sheet*

### *Rental obligation*

The office spaces are rented. A new ten-year lease was concluded as of 1 September 2017. The rental contract is always automatically extended by 5 years. The 2019 rental obligation amounts to approximately €83.100 annually and is indexed annually.

### *Financial liabilities*

#### *Vehicles*

Lease commitments have been entered into for 16 vehicles with a total commitment as at 31 December 2019 of €342.004.

### 3 Notes to the profit-and-loss account

#### 3.1 Net turnover

Net turnover increased by 5,1% compared with the 2018 financial year.

#### 3.2 Costs of sales

	<u>2019</u>	<u>2018</u>
	€	€
Costs of sales	<u>1.967.807</u>	<u>1.856.154</u>

Superoffice Asa in Norway has passed on an amount of €1.685.320 (2018: € 1.576.421) as purchase costs in accordance with the distribution agreement applicable since 2017.

#### 3.3 Wages and salaries

	<u>2019</u>	<u>2018</u>
	€	€
Gross wages and salaries	1.453.697	1.431.220
Hired staff	78.239	81.196
Holiday allowance	92.894	79.330
	<u>1.624.830</u>	<u>1.591.746</u>
Sick pay received	0	(11.019)
Wage subsidies	(1.180)	0
Recharged labour costs	(16.476)	(15.103)
	<u>1.607.174</u>	<u>1.565.624</u>

### 3.4 Depreciation of tangible fixed assets

	2019	2018
	€	€
Inventories	59.987	59.125
Vehicles	446	442
Accounting loss on sale of tangible fixed assets	0	171
	<u>60.433</u>	<u>59.738</u>

### 3.5 Other operating expenses

	2019	2018
	€	€
Other personnel costs	94.102	79.522
Housing costs	131.782	139.408
Sales costs	101.365	109.888
Vehicle costs	201.972	177.726
Office costs	98.912	109.610
General expenses	44.201	51.130
	<u>672.334</u>	<u>667.284</u>

#### *Other personnel costs*

	2019	2018
	€	€
HR activities	24.161	15.155
Recruitment costs	22.051	8.124
Canteen costs	17.432	15.228
Course fees	7.911	15.885
Travel allowance	4.935	4.503
Childcare costs	5.152	3.929
Other personnel costs	12.460	16.698
	<u>94.102</u>	<u>79.522</u>

*Housing costs*

	<u>2019</u>	<u>2018</u>
	€	€
Rent	83.089	81.778
Cleaning costs	18.199	19.531
Utilities	9.280	9.135
Other housing costs	21.214	28.964
	<u>131.782</u>	<u>139.408</u>

*Sales costs*

	<u>2019</u>	<u>2018</u>
	€	€
Marketing costs	31.974	49.520
Trade fair participation	7.247	9.013
Advertising and publicity costs	13.529	3.724
Representation expenses	20.070	16.981
Travel and accommodation expenses	19.047	19.021
Movement in provision for doubtful debts	9.498	11.629
	<u>101.365</u>	<u>109.888</u>

*Vehicle costs*

	<u>2019</u>	<u>2018</u>
	€	€
Lease costs for vehicles	137.040	124.539
Other vehicle costs	64.932	53.187
	<u>201.972</u>	<u>177.726</u>

*Office costs*

	<u>2019</u>	<u>2018</u>
	€	€
Lease equipment	12.776	17.972
Telephone costs	24.428	31.026
Maintenance of office equipment	37.523	38.337
Petty purchases	19.536	17.906
Office supplies	2.105	1.471
Postage	871	1.533
Contributions and subscriptions	1.673	1.365
	<u>98.912</u>	<u>109.610</u>

*General expenses*

	<u>2019</u>	<u>2018</u>
	€	€
Accountant and administration costs	26.865	23.566
Consultancy fees	6.266	15.876
Insurance	11.070	11.688
	<u>44.201</u>	<u>51.130</u>

### 3.6 *Financial income and expenses*

#### *Interest receivable and similar income*

	<u>2019</u>	<u>2018</u>
	€	€
Interest on current account Superoffice ASA	34.595	26.026
Management current account	3.979	3.516
Other interest	703	4
	<u>39.277</u>	<u>29.546</u>

#### *Interest expenses and similar costs*

	<u>2019</u>	<u>2018</u>
	€	€
Interest and bank charges	<u>1.211</u>	<u>1.088</u>

## 4 **Other information**

### 4.1 *Average number of employees*

During 2019, an average of 22 employees were employed on a full-time basis (2018: 20). No employees were working abroad.

Eindhoven,  
Superoffice Benelux BV

Director

## **Other information**

## **Audit**

No audit has been performed since, considering its size (see Article 396, paragraph 1 of Book 2 of the Dutch Civil Code), the company is not subject to an audit.

## **Statutory rules regarding profit appropriation**

Regarding result appropriation, the articles of association stipulate the following: 'The profit is entirely at the disposal of the General Meeting of Shareholders'.

## **Proposal for profit appropriation**

In anticipation of the adoption of the annual accounts by the General Meeting of Shareholders, the profit after tax for 2019 of €147.126 has been added to the other reserves.



## Cash flow statement

	2019		2018	
	€	€	€	€
<i>Operating result</i>		143.956		137.016
<b>Adjustments for operating result</b>				
Depreciation tTangible fixed assets		60.433		59.738
<b>Movement in working capital</b>				
Movement in accounts receivable	18.532		(108.372)	
Movement in other receivables	(421.755)		127.627	
Movement in accounts payable	5.336		(89.510)	
Movement in other liabilities	360.612		392.224	
		(37.275)		321.969
		167.114		518.723
Interest income received	39.277		29.546	
Interest paid	(1.211)		(1.088)	
Betaalde winstbelasting	(23.807)		(24.951)	
		14.259		3.507
<b>Cash flow from operating activities</b>		181.373		522.230
<b>Cash flow from investment activities</b>				
Investments tangible fixed assets	(16.207)		(59.442)	
Divestments tangible fixed assets	-		10.784	
Loans granted	-		(40.000)	
Redemption granted loan	18.452		17.985	
		2.245		(70.673)
<b>Cash flow from financing activities</b>				
Paid dividend	(130.000)		(100.000)	
Other changes in equity	-		-	
		(130.000)		(100.000)
<b>Movement in cash at banks and in hand</b>		53.618		351.557

Superoffice Benelux BV, Den Bosch



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**CONFIDENTIAL**  
InfoBridge Software B.V.  
Attn. Mr. P.B. van Mever  
Europalaan 24 F  
5232 BC 'S-HERTOGENBOSCH

**INDEPENDENT AUDITOR'S REPORT**

16.0729/LK/MD

**A. Report on the audit of the financial statements 2020 included in the annual report****Our opinion**

We have audited the financial statements 2020, as attached, of InfoBridge Software B.V. based in 's-Hertogenbosch.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of InfoBridge Software B.V. as at December 31, 2020 and of its result for 2020 in accordance with Part 9 of Book 2 of the Dutch Civil Code.

The attached financial statements comprise:

1. the balance sheet as at 31 December 2020 (closing with a balance sheet total of € 377,132 and an equity of € 155,389);
2. the profit and loss account for 2020 (closing with a result after taxes of € 457,951); and
3. the notes comprising of a summary of the accounting policies and other explanatory information.

**Basis for our opinion**

We conducted our audit in accordance with Dutch law, including the Dutch Standards of Auditing. Our responsibilities under those standards are further described in the 'Our responsibilities for the audit of the financial statements' section of our report.

We are independent of InfoBridge Software B.V. in accordance with the Verordening inzake de onafhankelijkheid van accountants bij assurance-opdrachten (ViO, Code of Ethics for Professional Accountants, a regulation with respect to independence) and other relevant independence regulations in the Netherlands. Furthermore we have complied with the Verordening gedrags- en beroepsregels accountants (VGBA, Dutch Code of Ethics).

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **B. Report on the other information included in the annual report**

In addition to the financial statements and our auditor's report thereon, the annual report contains other information that consists of:

- the cash flow report;
- other information as required by Part 9 of Book 2 of the Dutch Civil Code;

Based on the following procedures performed, we conclude that the other information:

- is consistent with the financial statements and does not contain material misstatements;
- contains the information as required by Part 9 of Book 2 of the Dutch Civil Code.

We have read the other information. Based on our knowledge and understanding obtained through our audit of the financial statements or otherwise, we have considered whether the other information contains material misstatements.

By performing these procedures, we comply with the requirements of Part 9 of Book 2 of the Dutch Civil Code and the Dutch Standard 720. The scope of the procedures performed is substantially less than the scope of those performed in our audit of the financial statements.

Management is responsible for the preparation of the other information, including the management report in accordance with Part 9 of Book 2 of the Dutch Civil Code and other information as required by Part 9 of Book 2 of the Dutch Civil Code.

## **C. Description of responsibilities regarding the financial statements**

### **Responsibilities of management for the financial statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Part 9 of Book 2 of the Dutch Civil Code. Furthermore, management is responsible for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

As part of the preparation of the financial statements, management is responsible for assessing the company's ability to continue as a going concern. Based on the financial reporting framework mentioned, management should prepare the financial statements using the going concern basis of accounting, unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objective is to plan and perform the audit engagement in a manner that allows us to obtain sufficient and appropriate audit evidence for our opinion.

Our audit has been performed with a high, but not absolute, level of assurance, which means we may not detect all material errors and fraud during our audit.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. The materiality affects the nature, timing and extent of our audit procedures and the evaluation of the effect of identified misstatements on our opinion.

We have exercised professional judgement and have maintained professional scepticism throughout the audit, in accordance with Dutch Standards on Auditing, ethical requirements and independence requirements. Our audit included among others:

- identifying and assessing the risks of material misstatement of the financial statements, whether due to fraud or error, designing and performing audit procedures responsive to those risks, and obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtaining an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control;
- evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management; evaluating the overall presentation, structure and content of the financial statements, including the disclosures; and
- evaluating whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant findings in internal control that we identify during our audit.

Helmond, 17 augustus 2021

Dok Accountants en Adviseurs B.V.

L.J.A.M. Koutstaal AA

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# Financial statements 2020

## InfoBridge Software B.V.

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# Financial report

## InfoBridge Software B.V.



## Preface

Please find enclosed your financial report. This financial report consists of two parts.

**Part 1: Financial report**

This part contains a summary of the most important information from the financial statements. The information is derived from the financial statements and includes explanatory notes and comments.

**Part 2: The Financial Statements**

This consists of the balance sheet, profit and loss account with the accompanying explanatory notes.



## Accountant's compilation report

To the board of: InfoBridge Software B.V.

The financial statements of InfoBridge Software B.V. at 's-Hertogenbosch have been compiled by us using the information provided by you. The financial statements comprise the balance sheet as at 31 December 2020 and the profit and loss account for the year 2020 with the accompanying explanatory notes. These notes include a summary of the accounting policies which have been applied.

This compilation engagement has been performed by us in accordance with Dutch law, including the Dutch Standard 4410, 'Compilation engagements', which is applicable to accountants. The standard requires us to assist you in the preparation and presentation of the financial statements in accordance with Part 9 of Book 2 of the Dutch Civil Code. To this end we have applied our professional expertise in accounting and financial reporting.

In a compilation engagement, you are responsible for ensuring that you provide us with all relevant information and that this information is correct. Therefore, we have conducted our work, in accordance with the applicable regulations, on the assumption that you have fulfilled your responsibility. To conclude our work, we have read the financial statements as a whole to consider whether the financial statements as presented correspond with our understanding of InfoBridge Software B.V..

During this engagement we have complied with the relevant ethical requirements prescribed by the Verordening Gedrags- en Beroepsregels Accountants (VGBA). You and other users of these financial statements may therefore assume that we have conducted the engagement in a professional, competent and objective manner and with due care and integrity and that we will treat all information provided to us as confidential.

For further information on the nature and scope of a compilation engagement and the VGBA we refer you to [www.nba.nl/uitleg-samenstellingsverklaring](http://www.nba.nl/uitleg-samenstellingsverklaring).

Helmond, 6 July 2021

Dok Accountants en Adviseurs B.V.  
M.G.A. Janssen RA

## Result analysis

The result analysis is based on the profit and loss account for 2020 as included in the financial statements. The result analysis provides insight into the ratio of cost types in relation to revenue. In addition, the result analysis gives a picture of the differences compared to last year.

### Profit and loss overview

	Financial year		Previous year		Difference	
	2020	% of revenue	2019	% of revenue	Difference	%
Revenue	1,720,404	100.0%	1,824,538	100.0%	-104,134	-5.7%
Cost of sales	74,064	4.3%	76,201	4.2%	-2,137	-2.8%
<b>Gross margin</b>	<b>1,646,340</b>	<b>95.7%</b>	<b>1,748,337</b>	<b>95.8%</b>	<b>-101,997</b>	<b>-5.8%</b>
Employee expenses	671,532	39.0%	510,088	28.0%	161,443	31.7%
Depreciation	42,583	2.5%	60,895	3.3%	-18,312	-30.1%
Other employee expenses	185,071	10.8%	266,038	14.6%	-80,967	-30.4%
Housing expenses	43,374	2.5%	50,993	2.8%	-7,620	-14.9%
Sales expenses	17,845	1.0%	76,510	4.2%	-58,665	-76.7%
Car expenses	52,089	3.0%	55,640	3.0%	-3,551	-6.4%
Office expenses	39,661	2.3%	38,717	2.1%	945	2.4%
General expenses	12,708	0.7%	10,396	0.6%	2,312	22.2%
<b>Total expenses</b>	<b>1,064,862</b>	<b>61.9%</b>	<b>1,069,278</b>	<b>58.6%</b>	<b>-4,416</b>	<b>-0.4%</b>
<b>Operating result</b>	<b>581,479</b>	<b>33.8%</b>	<b>679,060</b>	<b>37.2%</b>	<b>-97,581</b>	<b>-14.4%</b>
Financial income and expenses	4,545	0.3%	13,495	0.7%	-8,950	-66.3%
<b>Result before taxation</b>	<b>586,023</b>	<b>34.1%</b>	<b>692,554</b>	<b>38.0%</b>	<b>-106,531</b>	<b>-15.4%</b>
Corporate income tax	128,072	7.4%	162,287	8.9%	-34,215	-21.1%
<b>Result after taxation</b>	<b>457,951</b>	<b>26.6%</b>	<b>530,267</b>	<b>29.1%</b>	<b>-72,316</b>	<b>-13.6%</b>

## Financial position

The financial position is based on the balance sheet as at 31 December 2020 as included in the financial statements. The financial position provides insight into the assets (assets) and their financing (liabilities). The size of the various items is also expressed as a percentage of the total balance sheet.

### Balance sheet overview

	Financial year		Previous year	
	31-12-2020	% balance sheet	31-12-2019	% balance sheet
Tangible fixed assets	74,347	19.7%	0	0.0%
<b>Fixed assets</b>	<b>74,347</b>	<b>19.7%</b>	<b>0</b>	<b>0.0%</b>
Receivables	61,781	16.4%	564,366	84.0%
Cash at bank and in hand	241,004	63.9%	107,658	16.0%
<b>Current assets</b>	<b>302,785</b>	<b>80.3%</b>	<b>672,024</b>	<b>100.0%</b>
<b>Assets</b>	<b>377,132</b>	<b>100.0%</b>	<b>672,024</b>	<b>100.0%</b>
Share capital	18,000	4.8%	18,000	2.7%
Other reserves	137,389	36.4%	423,864	63.1%
<b>Equity</b>	<b>155,389</b>	<b>41.2%</b>	<b>441,864</b>	<b>65.8%</b>
<b>Current liabilities</b>	<b>221,743</b>	<b>58.8%</b>	<b>230,160</b>	<b>34.2%</b>
<b>Equity and liabilities</b>	<b>377,132</b>	<b>100.0%</b>	<b>672,024</b>	<b>100.0%</b>

## Key figures

The ratios provide an insight into the financial performance and are calculated on the basis of the balance sheet as at 31 December 2020 and profit and loss account for 2020 as included in the financial statements.

The ratios are calculated as follows:

- Net working capital: Current assets - Current liabilities
- Quick Ratio: (Current assets - Stocks and work in progress) / Current liabilities
- Current Ratio: Current assets / Current liabilities
- Solvency: Equity / Total assets \* 100%

### Ratios multi-year overview

	2020	2019	2018
Working capital	81,042	441,864	411,596
Quick ratio	1.37	2.92	2.66
Current ratio	1.37	2.92	2.66
Solvency (Equity/Total assets)	41.2%	65.8%	62.5%

## Fiscal position

The taxation of 2020 according to the profit and loss account can be calculated as follows:

### Tax burden

		Financial year
		2020
<b>Result before taxation</b>		<b>586,023</b>
<b>Addition</b>		
Non-deductible fines	203	
Other non-deductible or limitedly deductible expenses	4,334	
		<b>4,537</b>
<b>Deductible items</b>		
Small-scale investment tax deduction	10,269	
		<b>10,269</b>
<b>Taxable result</b>		<b>580,291</b>
<b>Taxable amount</b>		<b>580,290</b>
<b>Calculated corporate income tax</b>		
Corporate income tax (16,5% till € 200,000)	33,000	
Corporate income tax (25%)	95,072	
		<b>128,072</b>
<b>Allocated to financial year</b>		
Calculated corporate income tax	128,072	
		<b>128,072</b>

For the calculation of the tax result and tax, reference is made to the tax report.

# Financial statements

## InfoBridge Software B.V.

## Balance sheet

After appropriation of the result.

### Balance sheet assets

	31-12-2020	31-12-2019
<b>Fixed assets</b>		
Tangible fixed assets	74,347	0
	<b>74,347</b>	<b>0</b>
<b>Current assets</b>		
Receivables	61,781	564,366
Cash at bank and in hand	241,004	107,658
	<b>302,785</b>	<b>672,024</b>
<b>Assets</b>	<b>377,132</b>	<b>672,024</b>

### Balance sheet equity and liabilities

	31-12-2020	31-12-2019
<b>Equity</b>		
Share capital	18,000	18,000
Other reserves	137,389	423,864
	<b>155,389</b>	<b>441,864</b>
<b>Current liabilities</b>	<b>221,743</b>	<b>230,160</b>
<b>Equity and liabilities</b>	<b>377,132</b>	<b>672,024</b>

## Profit and loss account

### Profit and loss account

	2020	2019
Revenue	1,720,404	1,824,538
Cost of sales	74,064	76,201
<b>Gross margin</b>	<b>1,646,340</b>	<b>1,748,337</b>
Employee expenses	671,532	510,088
Depreciation	42,583	60,895
Other employee expenses	185,071	266,038
Housing expenses	43,374	50,993
Sales expenses	17,845	76,510
Car expenses	52,089	55,640
Office expenses	39,661	38,717
General expenses	12,708	10,396
<b>Total expenses</b>	<b>1,064,862</b>	<b>1,069,278</b>
<b>Operating result</b>	<b>581,479</b>	<b>679,060</b>
Financial income and expenses	4,545	13,495
<b>Result before taxation</b>	<b>586,023</b>	<b>692,554</b>
Corporate income tax	128,072	162,287
<b>Result after taxation</b>	<b>457,951</b>	<b>530,267</b>



## Cash flow statement

### Cash flow statement

	2020	2019
Operating result	581,479	679,060
<b>Adjustments for operating result</b>		
Depreciation	42,583	60,895
	42,583	60,895
<b>Movement in working capital</b>		
Movement in accounts receivable	68,600	-3,160
Movement in other receivables	433,985	-16,437
Movement in accounts payable	-9,231	-52,905
Movement in other liabilities	107,473	-6,546
	600,827	-79,048
Interest income received	8,507	19,718
Interest paid	-3,962	-6,223
Tax paid	-234,731	-119,948
<b>Cash flow from operating activities</b>	<b>994,702</b>	<b>554,453</b>
<b>Cash flow from investment activities</b>		
Tangible fixed assets	-116,929	-60,895
	-116,929	-60,895
<b>Cash flow from financing activities</b>		
Changes in equity	-744,427	-499,999
	-744,427	-499,999
<b>Movement in cash at banks and in hand</b>	<b>133,346</b>	<b>-6,441</b>

# Notes to the financial statements

## General

The registered and actual address of InfoBridge Software B.V. is Europalaan 24, 5232BC 's-Hertogenbosch, and InfoBridge Software B.V. is registered at the Chamber of Commerce under number 17272242.

The consequences for the company of the COVID-19 crisis for the fiscal year 2020 appear to have been minor. The consequences for the company of the COVID-19 crisis for the 2021 financial year are difficult to estimate. Based on the solvency and liquidity position of the company and the developments in 2021 with regard to the COVID-19 crisis, the management is of the opinion that there is no doubt about the sustainable survival of the company.

## Activities

The activities of InfoBridge Software B.V. mainly consist of international sales, distribution and software development.

## Address, legal form and CoC number

InfoBridge Software B.V. has its actual registered office at 's-Hertogenbosch, Europalaan 24F 5232BC, and has been registered at the Chamber of Commerce under file number 17272242.

## Estimates

In applying the principles and policies for drawing up the financial statements, the management of InfoBridge Software B.V. make different estimates and judgments that may be essential to the amounts disclosed in the financial statements. If it is necessary in order to provide the transparency required under art. 362, sub 1, book 2 of the Dutch Civil Code the nature of these estimates and judgments, including related assumptions, is disclosed in the Notes to the relevant financial statement item.

## Currencies

Items included in the financial statements of the company are valued with due regard for the currency in the economic environment in which the company carries out most of its activities (the functional currency). The financial statements are denominated in euros; this is both the functional currency and presentation currency of the company.

## General principles

The financial statements are drawn up in accordance with the provisions of Title 9, Book 2, of the Dutch Civil Code and the Dutch Accounting Standards applicable to small legal entities, as published by the Dutch Accounting Standards Board ('Raad voor de Jaarverslaggeving').

Assets and liabilities are generally valued at historical cost, production cost or at fair value at the time of acquisition.

If no specific valuation principle has been stated, valuation is at historical cost. The valuation principles and method of determining the result are the same as those used in the previous year, with the exception of the changes in accounting policies as set out in the relevant notes.

## Principles of tangible assets

Land and buildings are valued at historical cost plus additional costs or production cost less straight-line depreciation based on the expected life. Land is not depreciated. Impairments expected on the balance sheet date are taken into account. With regard to the determination as to whether a tangible fixed asset is subject to an impairment, please refer to the relevant note. Other tangible fixed assets are valued at historical cost or production cost including directly attributable costs, less straight-line depreciation based on the expected future life and impairments.

Subsidies on investments will be deducted from the historical cost price or production cost of the assets to which the subsidies relate.

For obligations to restore the asset after use (dismantling cost) a provision is recognised for the expected amount at the time of capitalisation. This amount is recognised as part of the carrying amount of the asset against which a provision is formed for the full amount.

A provision for major maintenance has been created for the future costs of major maintenance to the buildings. The addition to the provision is determined based on the expected amount of the maintenance work and the intervals between the times when major maintenance work is carried out.

## Principles of receivables

Receivables are initially valued at the fair value of the consideration to be received, including transaction costs if material. Receivables are subsequently valued at the amortised cost price. Provisions for bad debts are deducted from the carrying amount of the receivable.

## Principles of cash and cash equivalents

Cash at banks and in hand represent cash in hand, bank balances and deposits with terms of less than twelve months. Overdrafts at banks are recognised as part of debts to lending institutions under current liabilities. Cash at banks and in hand is carried at nominal value.

## Principles of equity

If the company purchases some of its own shares, the historical cost of the purchased shares is deducted from the "other reserves", or from any other reserves, provided that this is permitted under the articles of association, until these shares are cancelled or sold. If purchased shares are sold, any proceeds are added to the reserve from which the purchase of these shares was initially deducted.

Costs directly related to the purchase, sale and/or issue of new shares are recognised directly in share capital, net of any relevant tax effects.

If revaluations have been recognised in the revaluation reserve after the deduction of relevant (deferred) tax liabilities, the gross result of the realised revaluations is recognised in the profit and loss account. The corresponding release of the (deferred) tax liabilities is charged to the operating result as tax on the result.

## Principles of current liabilities

On initial recognition current liabilities are recognised at fair value. After initial recognition current liabilities are recognised at the amortised cost price, being the amount received taking into account premiums or discounts and minus transaction costs. This is usually the nominal value.

## Principles for determining the result

The result is the difference between the realisable value of the goods/services provided and the costs and other charges during the year. The results on transactions are recognised in the year in which they are realised.

## Principles of revenue

### General

Net turnover comprises the income from the supply of goods and services and realised income from construction contracts after deduction of discounts and such like and of taxes levied on the turnover.

### Supply of goods

Revenues from the goods supplied are recognised when all significant risks and rewards in respect of the goods have been transferred to the buyer.

### Supply of services

Revenues from the services rendered are recognised in proportion to the services delivered, based on the services rendered up to the balance sheet date in proportion to the total of services to be rendered.

## Principles of operating expenses

Costs are determined on a historical basis and are attributed to the reporting year to which they relate.

## Principles of wages and salaries; social security and pension costs

The benefits payable to personnel are recorded in the profit and loss account on the basis of the employment conditions.

The company applies the liability approach to account for all pension schemes. The premium payable during the reporting year is recorded as an expense. The premiums are recognized as personnel costs as soon as they are due. Prepaid premiums are recognized as accrued assets if this results in a repayment or a reduction in future payments. Unpaid premiums are recognized as a liability on the balance sheet.

## Principles of depreciation

Intangible assets, including goodwill, are amortised and tangible fixed assets are depreciated over their estimated useful lives as from the moment that they are ready for use. Land and investment property are not depreciated.

## **Principles of financial income and expenses**

Interest income and expenses are recognised on a pro rata basis, taking account of the effective interest rate of the assets and liabilities to which they relate. In accounting for interest expenses, the recognised transaction expenses for loans received are taken into consideration.

## **Principles of taxes**

Tax on the result is calculated based on the result before tax in the profit and loss account, taking account of the losses available for set-off from previous financial years (to the extent that they have not already been included in the deferred tax assets) and exempt profit components and after the addition of non-deductible costs. Due account is also taken of changes which occur in the deferred tax assets and deferred tax liabilities in respect of changes in the applicable tax rate.

## **Principles of cash flow statement**

The cash flow statement is prepared using the indirect method. The funds in the cash flow statement consists of cash and current securities (if applicable).

Income taxes, interest received and/or paid and dividends received/or paid are included in the cash flow from operating activities.

The payment of lease installments under the finance lease contract is for the part that relates to the redemption as an expense from financing activities and for the portion relating to the interest as an expense from operating activities.

## Notes to the balance sheet

### Tangible fixed assets

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Tangible fixed assets</b>		
Equipment	35,755	0
Cars and other transport equipment	38,592	0
	<b>74,347</b>	<b>0</b>

The company uses the following annual depreciation percentages for tangible fixed assets:

Equipment 20%

Cars and other transport equipment 20%

### Movements in tangible fixed assets

	Financial year		
	Equipment	Cars and other transport equipment	Total
<b>Movements in tangible fixed assets</b>			
<b>Opening balance</b>			
<b>Movements</b>			
Investments	38,048	41,348	79,396
Depreciation	-2,293	-2,756	-5,050
	<b>35,755</b>	<b>38,592</b>	<b>74,346</b>
<b>Closing balance</b>			
Historical price or production cost	38,048	41,348	79,396
Accumulated depreciations and impairments	-2,293	-2,756	-5,050
	<b>35,755</b>	<b>38,592</b>	<b>74,346</b>

## Receivables

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Receivables</b>		
Accounts receivable	37,940	106,540
Receivables from related parties	0	429,841
Other receivables	0	1,680
Accrued assets	23,841	26,305
	<b>61,781</b>	<b>564,366</b>

Accounts receivable all have a remaining term to maturity of less than one year, unless stated otherwise.

## Accounts receivable

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Accounts receivable</b>		
Accounts receivable	37,940	106,540
	<b>37,940</b>	<b>106,540</b>

Of which at the end of 2020 € 20,026 concerns group companies.

## Receivables from related parties

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Receivables from related parties</b>		
Current account Mesover Holding B.V.	0	429,841
	<b>0</b>	<b>429,841</b>

### Other receivables

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Other receivables</b>		
Other receivables	0	1,680
	<b>0</b>	<b>1,680</b>

### Accrued assets

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Accrued assets</b>		
Prepaid sales expenses	784	0
Prepaid office expenses	2,350	0
Prepaid insurance expenses	3,786	2,568
Prepaid other expenses	16,921	9,747
Other accrued income	0	13,990
	<b>23,841</b>	<b>26,305</b>

### Cash at bank and in hand

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Cash at bank and in hand</b>		
Credits in bank accounts	241,004	107,658
	<b>241,004</b>	<b>107,658</b>



### Credits in bank accounts

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Credits in bank accounts</b>		
Current account bank	241,004	94,195
Deposit	0	13,463
	<b>241,004</b>	<b>107,658</b>

### Equity

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Equity</b>		
Share capital	18,000	18,000
Other reserves	137,389	423,864
	<b>155,389</b>	<b>441,864</b>

The authorized share capital of the company is € 18,000, divided into 18,000 ordinary shares of € 1. Of these, all shares have been issued and fully paid up.

### Movements in other reserves

	Financial year	
	General reserve	Total
<b>Movements in other reserves</b>		
<b>Closing balance</b>		
Opening balance	423,864	423,864
Dividend payments	-744,426	-744,426
Distribution of the result	457,951	457,951
	<b>137,389</b>	<b>137,389</b>

Proposed appropriation of result for the financial year 2020:

The Board proposes that the result for the financial year 2020 amounting to € 457,951 should be transferred to the other reserves. The financial statements do reflect this proposal.

## Current liabilities

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Current liabilities</b>		
Accounts payable	7,433	16,664
Tax and social insurance premiums	26,399	139,495
Debts relating to pensions	0	2,117
Wages processing expenses	55,782	64,320
Accrued liabilities	132,129	7,564
	<b>221,743</b>	<b>230,160</b>

Accounts payable of which at the end of 2020 € 262 concerns group companies.

## Tax and social insurance premiums

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Tax and social insurance premiums</b>		
Value added tax	4,957	18,148
Payroll tax	21,432	14,678
Corporate income tax	10	106,669
	<b>26,399</b>	<b>139,495</b>

## Wages processing expenses

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Wages processing expenses</b>		
Bonusses	28,542	30,225
Holiday pay reserve	21,869	18,429
Holiday days reserve	5,371	4,531
WKR-scheme	0	11,135
	<b>55,782</b>	<b>64,320</b>

## Accrued liabilities

	Financial year	Previous year
	31-12-2020	31-12-2019
<b>Accrued liabilities</b>		
Revenue billed in advance	118,109	-0
Other expenses payable	8,892	7,564
Employees social fund	5,127	0
	<b>132,129</b>	<b>7,564</b>

## Off-balance sheet liability claims

InfoBridge Software B.V. is a guarantee for the bond loan in SuperOffice Group AS.

## Commitments not included in the balance for fiscal unity

Until August 31, 2020, the company was together with Mesover Holding B.V. included in the fiscal unity for value added tax. Pursuant to the Collection of State Taxes Act ('Invorderingswet'), the company and its consolidated subsidiaries are each severally liable for taxes payable in this respect by the combination.

## Off-balance sheet commitments relating to payments to obtain (user) rights

The obligation under the rental contract for the property amounts to approximately € 28,000 each years, contract term until October 31, 2023.

## Off-balance sheet operating lease commitments

Annual operational lease obligations with third parties amount to € 67,959 per year.

## Notes to the profit and loss account

### Total expenses

	Financial year	Previous year
	2020	2019
<b>Total expenses</b>		
Employee expenses	671,532	510,088
Depreciation	42,583	60,895
Other employee expenses	185,071	266,038
Housing expenses	43,374	50,993
Sales expenses	17,845	76,510
Car expenses	52,089	55,640
Office expenses	39,661	38,717
General expenses	12,708	10,396
	<b>1,064,862</b>	<b>1,069,278</b>

### Employee expenses

	Financial year	Previous year
	2020	2019
<b>Employee expenses</b>		
Wages and salaries	564,309	425,646
Social insurance premiums	78,055	57,427
Pension charges	29,167	27,016
	<b>671,532</b>	<b>510,088</b>

During 2020, on average 9 employees were employed on a full-time basis (2019: 8).

### Wages and salaries

	Financial year	Previous year
	2020	2019
<b>Wages and salaries</b>		
Gross wages	528,487	397,511
Bonusses and commissions	31,542	30,225
Holiday pay	4,280	-2,091
	<b>564,309</b>	<b>425,646</b>

### Social insurance premiums

	Financial year	Previous year
	2020	2019
<b>Social insurance premiums</b>		
Social insurance premiums	78,055	57,427
	<b>78,055</b>	<b>57,427</b>

### Pension charges

	Financial year	Previous year
	2020	2019
<b>Pension charges</b>		
Pension contribution	29,167	27,016
	<b>29,167</b>	<b>27,016</b>

### Depreciation of tangible fixed assets

	Financial year	Previous year
	2020	2019
<b>Depreciation of tangible fixed assets</b>		
Transport equipment	2,756	0
Company equipment	2,293	-0
Rechargd depreciation	37,533	60,895
	<b>42,583</b>	<b>60,895</b>

### Other employee expenses

	Financial year	Previous year
	2020	2019
<b>Other employee expenses</b>		
Management fee	106,666	160,000
Employee hiring expenses	37,415	46,468
Canteen costs and meals served	4,958	7,407
Education	1,463	1,400
Recruitment expenses	11,483	5,685
Health and safety service	3,842	12,068
Sickness benefit insurance	19,995	14,014
Sickness benefits received	-8,134	0
Other employee expenses	7,383	14,083
WKR-scheme	0	4,914
	<b>185,071</b>	<b>266,038</b>

## Housing expenses

	Financial year	Previous year
	2020	2019
<b>Housing expenses</b>		
Rente and service	28,887	28,295
Cleaning expenses	2,887	5,291
Service expenses	8,467	8,475
Addition provision major building maintenance	1,341	3,084
Other housing expenses	1,792	5,848
	<b>43,374</b>	<b>50,993</b>

## Sales expenses

	Financial year	Previous year
	2020	2019
<b>Sales expenses</b>		
Advertising expenses	971	2,766
Representation expenses	8,341	37,510
Travel expenses	6,655	30,846
Other selling expenses	1,878	5,388
	<b>17,845</b>	<b>76,510</b>

## Car expenses

	Financial year	Previous year
	2020	2019
<b>Car expenses</b>		
Fuel expenses	8,023	8,913
Car repair and maintenance expenses	4,203	13,652
Car insurance expenses	8,092	11,966
Operational lease cars	13,951	4,299
Private use cars	7,941	5,577
Mileage allowance	9,810	10,689
Other car expenses	69	544
	<b>52,089</b>	<b>55,640</b>

### Office expenses

	Financial year	Previous year
	2020	2019
<b>Office expenses</b>		
Office equipment	1,731	2,111
Postage expenses	782	406
Phone and internet expenses	5,511	4,887
Printing	309	956
IT expenses	14,880	12,694
Other office expenses	8,431	9,072
Communication	8,016	8,591
	<b>39,661</b>	<b>38,717</b>

### General expenses

	Financial year	Previous year
	2020	2019
<b>General expenses</b>		
Accounting expenses	7,783	5,697
Other consultancy expenses	3,100	0
Legal expenses	0	630
Insurances	2,854	2,144
General expenses	-1,029	1,925
	<b>12,708</b>	<b>10,396</b>

### Financial income and expenses

	Financial year	Previous year
	2020	2019
<b>Financial income and expenses</b>		
Interest and similar income	8,507	19,718
Other interest expenses	3,962	6,223
	<b>4,545</b>	<b>13,495</b>



### Interest and similar income

	Financial year	Previous year
	2020	2019
<b>Interest and similar income</b>		
Interest current account Mesover Holding B.V.	8,507	19,718
	<b>8,507</b>	<b>19,718</b>

### Other interest expenses

	Financial year	Previous year
	2020	2019
<b>Other interest expenses</b>		
Bank interest paid	3,521	2,646
Interest and tax expenses	441	3,577
	<b>3,962</b>	<b>6,223</b>

### Corporate income tax

	Financial year	Previous year
	2020	2019
<b>Corporate income tax</b>		
Calculated corporate income tax	128,072	162,287
	<b>128,072</b>	<b>162,287</b>

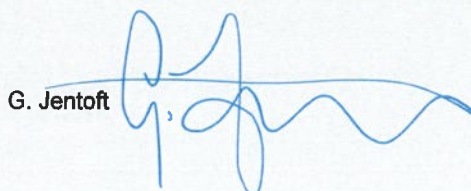
Signing of the financial statements

's-Hertogenbosch,  
Directors board:

P.E. van Meyer



G. Jentoft



**CONFIDENTIAL**  
InfoBridge Software B.V.  
Attn. Mr. P.B. van Mever  
Europalaan 24 F  
5232 BC 'S-HERTOGENBOSCH

**INDEPENDENT AUDITOR'S REPORT**

16.0728/LK/MD

**A. Report on the audit of the financial statements 2019 included in the annual report**

**Our opinion**

We have audited the financial statements 2019, as attached, of InfoBridge Software B.V. based in 's-Hertogenbosch.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of InfoBridge Software B.V. as at December 31, 2019 and of its result for 2019 in accordance with Part 9 of Book 2 of the Dutch Civil Code.

The attached financial statements comprise:

1. the balance sheet as at 31 December 2019 (closing with a balance sheet total of € 672,024 and an equity of € 441,864);
2. the profit and loss account for 2019 (closing with a result after taxes of € 530,267); and
3. the notes comprising of a summary of the accounting policies and other explanatory information.

**Basis for our opinion**

We conducted our audit in accordance with Dutch law, including the Dutch Standards of Auditing. Our responsibilities under those standards are further described in the 'Our responsibilities for the audit of the financial statements' section of our report.

We are independent of InfoBridge Software B.V. in accordance with the Verordening inzake de onafhankelijkheid van accountants bij assurance-opdrachten (ViO, Code of Ethics for Professional Accountants, a regulation with respect to independence) and other relevant independence regulations in the Netherlands. Furthermore we have complied with the Verordening gedrags- en beroepsregels accountants (VGBA, Dutch Code of Ethics).

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Unaudited corresponding figures**

We have not audited the financial statements 2018. Consequently, we have not audited the corresponding figures included in the profit and loss account, in the statements of changes and in the related notes.

### **B. Report on the other information included in the annual report**

In addition to the financial statements and our auditor's report thereon, the annual report contains other information that consists of:

- the cash flow report;
- other information as required by Part 9 of Book 2 of the Dutch Civil Code;

Based on the following procedures performed, we conclude that the other information:

- is consistent with the financial statements and does not contain material misstatements;
- contains the information as required by Part 9 of Book 2 of the Dutch Civil Code.

We have read the other information. Based on our knowledge and understanding obtained through our audit of the financial statements or otherwise, we have considered whether the other information contains material misstatements.

By performing these procedures, we comply with the requirements of Part 9 of Book 2 of the Dutch Civil Code and the Dutch Standard 720. The scope of the procedures performed is substantially less than the scope of those performed in our audit of the financial statements.

Management is responsible for the preparation of the other information, including the management report in accordance with Part 9 of Book 2 of the Dutch Civil Code and other information as required by Part 9 of Book 2 of the Dutch Civil Code.

### **C. Description of responsibilities regarding the financial statements**

#### **Responsibilities of management for the financial statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Part 9 of Book 2 of the Dutch Civil Code. Furthermore, management is responsible for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

As part of the preparation of the financial statements, management is responsible for assessing the company's ability to continue as a going concern. Based on the financial reporting framework mentioned, management should prepare the financial statements using the going concern basis of accounting, unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

#### **Our responsibilities for the audit of the financial statements**

Our objective is to plan and perform the audit engagement in a manner that allows us to obtain sufficient and appropriate audit evidence for our opinion.

Our audit has been performed with a high, but not absolute, level of assurance, which means we may not detect all material errors and fraud during our audit.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. The materiality affects the nature, timing and extent of our audit procedures and the evaluation of the effect of identified misstatements on our opinion.

We have exercised professional judgement and have maintained professional scepticism throughout the audit, in accordance with Dutch Standards on Auditing, ethical requirements and independence requirements. Our audit included among others:

- identifying and assessing the risks of material misstatement of the financial statements, whether due to fraud or error, designing and performing audit procedures responsive to those risks, and obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtaining an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control;
- evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management; evaluating the overall presentation, structure and content of the financial statements, including the disclosures; and
- evaluating whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant findings in internal control that we identify during our audit.

Helmond, 17 augustus 2021

Dok Accountants en Adviseurs B.V.

L.J.A.M. Koutstaal AA



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# Financial statements 2019

## InfoBridge Software B.V.

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# Financial report

## InfoBridge Software B.V.



## Preface

Please find enclosed your financial report. This financial report consists of two parts.

**Part 1: Financial report**

This part contains a summary of the most important information from the financial statements. The information is derived from the financial statements and includes explanatory notes and comments.

**Part 2: The Financial Statements**

This consists of the balance sheet, profit and loss account with the accompanying explanatory notes.





## Accountant's compilation report

To: InfoBridge Software B.V.

The financial statements of InfoBridge Software B.V. at 's-Hertogenbosch have been compiled by us using the information provided by you. The financial statements comprise the balance sheet as at 31 December 2019 and the profit and loss account for the year 2019 with the accompanying explanatory notes. These notes include a summary of the accounting policies which have been applied.

This compilation engagement has been performed by us in accordance with Dutch law, including the Dutch Standard 4410, 'Compilation engagements', which is applicable to accountants. The standard requires us to assist you in the preparation and presentation of the financial statements in accordance with Part 9 of Book 2 of the Dutch Civil Code. To this end we have applied our professional expertise in accounting and financial reporting.

In a compilation engagement, you are responsible for ensuring that you provide us with all relevant information and that this information is correct. Therefore, we have conducted our work, in accordance with the applicable regulations, on the assumption that you have fulfilled your responsibility. To conclude our work, we have read the financial statements as a whole to consider whether the financial statements as presented correspond with our understanding of InfoBridge Software B.V..

During this engagement we have complied with the relevant ethical requirements prescribed by the Verordening Gedrags- en Beroepsregels Accountants (VGBA). You and other users of these financial statements may therefore assume that we have conducted the engagement in a professional, competent and objective manner and with due care and integrity and that we will treat all information provided to us as confidential.

For further information on the nature and scope of a compilation engagement and the VGBA we refer you to [www.nba.nl/uitleg-samenstellingsverklaring](http://www.nba.nl/uitleg-samenstellingsverklaring).

Helmond, 5 August 2021

Dok Accountants en Adviseurs B.V.  
M.G.A. Janssen RA

## Result analysis

The result analysis is based on the profit and loss account for 2019 as included in the financial statements. The result analysis provides insight into the ratio of cost types in relation to revenue. In addition, the result analysis gives a picture of the differences compared to last year.

### Profit and loss overview

	Financial year		Previous year		Difference	
	2019	% of revenue	2018	% of revenue	Difference	%
Revenue	1,824,538	100.0%	1,742,065	100.0%	82,473	4.7%
Cost of sales	76,201	4.2%	85,954	4.9%	-9,753	-11.3%
<b>Gross margin</b>	<b>1,748,337</b>	<b>95.8%</b>	<b>1,656,111</b>	<b>95.1%</b>	<b>92,226</b>	<b>5.6%</b>
Employee expenses	510,088	28.0%	516,703	29.7%	-6,615	-1.3%
Depreciation	60,895	3.3%	67,551	3.9%	-6,656	-9.9%
Other employee expenses	266,038	14.6%	263,508	15.1%	2,531	1.0%
Housing expenses	50,993	2.8%	49,060	2.8%	1,934	3.9%
Sales expenses	76,510	4.2%	77,637	4.5%	-1,127	-1.5%
Car expenses	55,640	3.0%	38,536	2.2%	17,104	44.4%
Office expenses	38,717	2.1%	36,055	2.1%	2,661	7.4%
General expenses	10,396	0.6%	15,633	0.9%	-5,237	-33.5%
<b>Total expenses</b>	<b>1,069,278</b>	<b>58.6%</b>	<b>1,064,682</b>	<b>61.1%</b>	<b>4,595</b>	<b>0.4%</b>
<b>Operating result</b>	<b>679,060</b>	<b>37.2%</b>	<b>591,429</b>	<b>33.9%</b>	<b>87,630</b>	<b>14.8%</b>
Financial income and expenses	13,495	0.7%	11,368	0.7%	2,126	18.7%
<b>Result before taxation</b>	<b>692,554</b>	<b>38.0%</b>	<b>602,798</b>	<b>34.6%</b>	<b>89,757</b>	<b>14.9%</b>
Corporate income tax	162,287	8.9%	141,830	8.1%	20,457	14.4%
<b>Result after taxation</b>	<b>530,267</b>	<b>29.1%</b>	<b>460,968</b>	<b>26.5%</b>	<b>69,300</b>	<b>15.0%</b>

## Financial position

The financial position is based on the balance sheet as at 31 December 2019 as included in the financial statements. The financial position provides insight into the assets (assets) and their financing (liabilities). The size of the various items is also expressed as a percentage of the total balance sheet.

### Balance sheet overview

	Financial year		Previous year	
	31-12-2019	% balance sheet	31-12-2018	% balance sheet
Receivables	564,366	84.0%	498,072	81.4%
Cash at bank and in hand	107,658	16.0%	114,060	18.6%
<b>Current assets</b>	<b>672,024</b>	<b>100.0%</b>	<b>612,132</b>	<b>100.0%</b>
<b>Assets</b>	<b>672,024</b>	<b>100.0%</b>	<b>612,132</b>	<b>100.0%</b>
Share capital	18,000	2.7%	18,000	2.9%
Other reserves	423,864	63.1%	393,597	64.3%
<b>Equity</b>	<b>441,864</b>	<b>65.8%</b>	<b>411,597</b>	<b>67.2%</b>
<b>Current liabilities</b>	<b>230,160</b>	<b>34.2%</b>	<b>200,535</b>	<b>32.8%</b>
<b>Equity and liabilities</b>	<b>672,024</b>	<b>100.0%</b>	<b>612,132</b>	<b>100.0%</b>

## Fiscal position

The taxation of 2019 according to the profit and loss account can be calculated as follows:

### Tax burden

		Financial year
		2019
<b>Result before taxation</b>		<b>692,554</b>
<b>Addition</b>		
Other non-deductible or limitedly deductible expenses	4,600	
		<b>4,600</b>
<b>Taxable result</b>		<b>697,154</b>
<b>Taxable amount</b>		<b>697,150</b>
<b>Calculated corporate income tax</b>		
Corporate income tax (19% till € 200,000)	38,000	
Corporate income tax (25%)	124,287	
		<b>162,287</b>
<b>Allocated to financial year</b>		
Calculated corporate income tax	162,287	
		<b>162,287</b>

For the calculation of the tax result and tax, reference is made to the tax report.



# Financial statements

## InfoBridge Software B.V.

## Balance sheet

After appropriation of the result.

### Balance sheet assets

	31-12-2019	31-12-2018
<b>Current assets</b>		
Receivables	564,366	498,072
Cash at bank and in hand	107,658	114,060
	<b>672,024</b>	<b>612,132</b>
<b>Assets</b>	<b>672,024</b>	<b>612,132</b>

### Balance sheet equity and liabilities

	31-12-2019	31-12-2018
<b>Equity</b>		
Share capital	18,000	18,000
Other reserves	423,864	393,597
	<b>441,864</b>	<b>411,597</b>
<b>Current liabilities</b>	<b>230,160</b>	<b>200,535</b>
<b>Equity and liabilities</b>	<b>672,024</b>	<b>612,132</b>

## Profit and loss account

### Profit and loss account

	2019	2018
Revenue	1,824,538	1,742,065
Cost of sales	76,201	85,954
<b>Gross margin</b>	<b>1,748,337</b>	<b>1,656,111</b>
Employee expenses	510,088	516,703
Depreciation	60,895	67,551
Other employee expenses	266,038	263,508
Housing expenses	50,993	49,060
Sales expenses	76,510	77,637
Car expenses	55,640	38,536
Office expenses	38,717	36,055
General expenses	10,396	15,633
<b>Total expenses</b>	<b>1,069,278</b>	<b>1,064,682</b>
<b>Operating result</b>	<b>679,060</b>	<b>591,429</b>
Financial income and expenses	13,495	11,368
<b>Result before taxation</b>	<b>692,554</b>	<b>602,798</b>
Corporate income tax	162,287	141,830
<b>Result after taxation</b>	<b>530,267</b>	<b>460,968</b>

## Cash flow statement

### Cash flow statement

	2019	2018
Operating result	679,060	591,429
<b>Adjustments for operating result</b>		
Depreciation	60,895	67,551
	60,895	67,551
<b>Movement in working capital</b>		
Movement in accounts receivable	-3,160	-103,380
Movement in other receivables	-63,134	-394,692
Movement in accounts payable	-6,169	22,833
Movement in other liabilities	-6,545	113,372
	-79,008	-361,867
Interest income received	19,718	13,735
Interest paid	-6,223	-2,366
Tax paid	-119,948	-77,500
<b>Cash flow from operating activities</b>	<b>554,493</b>	<b>230,981</b>
<b>Cash flow from investment activities</b>		
Tangible fixed assets	-60,895	-67,551
	-60,895	-67,551
<b>Cash flow from financing activities</b>		
Changes in equity	-500,001	-49,370
	-500,001	-49,370
<b>Movement in cash at banks and in hand</b>	<b>-6,402</b>	<b>114,060</b>





# Notes to the financial statements

## General

The registered and actual address of InfoBridge Software B.V. is Europalaan 24, 5232BC 's-Hertogenbosch, and InfoBridge Software B.V. is registered at the Chamber of Commerce under number 17272242.

## Activities

The activities of InfoBridge Software B.V. mainly consist of international sales, distribution and software development.

## Address, legal form and CoC number

InfoBridge Software B.V. has its actual registered office at 's-Hertogenbosch, Europalaan 24F 5232BC, and has been registered at the Chamber of Commerce under file number 17272242.

## Estimates

In applying the principles and policies for drawing up the financial statements, the management of InfoBridge Software B.V. make different estimates and judgments that may be essential to the amounts disclosed in the financial statements. If it is necessary in order to provide the transparency required under art. 362, sub 1, book 2 of the Dutch Civil Code the nature of these estimates and judgments, including related assumptions, is disclosed in the Notes to the relevant financial statement item.

## Currencies

Items included in the financial statements of the company are valued with due regard for the currency in the economic environment in which the company carries out most of its activities (the functional currency). The financial statements are denominated in euros; this is both the functional currency and presentation currency of the company.

## General principles

The financial statements are drawn up in accordance with the provisions of Title 9, Book 2, of the Dutch Civil Code and the Dutch Accounting Standards applicable to small legal entities, as published by the Dutch Accounting Standards Board ('Raad voor de Jaarverslaggeving').

Assets and liabilities are generally valued at historical cost, production cost or at fair value at the time of acquisition.



If no specific valuation principle has been stated, valuation is at historical cost. The valuation principles and method of determining the result are the same as those used in the previous year, with the exception of the changes in accounting policies as set out in the relevant notes.

### **Principles of receivables**

Receivables are initially valued at the fair value of the consideration to be received, including transaction costs if material. Receivables are subsequently valued at the amortised cost price. Provisions for bad debts are deducted from the carrying amount of the receivable.

### **Principles of cash and cash equivalents**

Cash at banks and in hand represent cash in hand, bank balances and deposits with terms of less than twelve months. Overdrafts at banks are recognised as part of debts to lending institutions under current liabilities. Cash at banks and in hand is carried at nominal value.

### **Principles of equity**

If InfoBridge Software B.V. purchases some of its own shares, the historical cost of the purchased shares is deducted from the "other reserves", or from any other reserves, provided that this is permitted under the articles of association, until these shares are cancelled or sold. If repurchased shares are sold, the proceeds from the sale are added to the other reserves or other reserves in equity. The proceeds are added to the reserve from which the purchase of these shares was previously deducted.

Costs directly related to the purchase, sale and/or issue of new shares are recognised directly in share capital, net of any relevant tax effects.

### **Principles of current liabilities**

On initial recognition current liabilities are recognised at fair value. After initial recognition current liabilities are recognised at the amounts at which the debt must be repaid.

### **Principles for determining the result**

The result is the difference between the realisable value of the goods/services provided and the costs and other charges during the year. The results on transactions are recognised in the year in which they are realised.

### **Principles of revenue**

#### **General**

Net turnover comprises the income from the supply of goods and services and realised income from construction contracts after deduction of discounts and such like and of taxes levied on the turnover.

#### **Supply of goods**



Revenues from the goods supplied are recognised when all significant risks and rewards in respect of the goods have been transferred to the buyer.

#### Supply of services

Revenues from the services rendered are recognised in proportion to the services delivered, based on the services rendered up to the balance sheet date in proportion to the total of services to be rendered.

### **Principles of operating expenses**

Costs are determined on a historical basis and are attributed to the reporting year to which they relate.

### **Principles of wages and salaries;social security and pension costs**

The benefits payable to personnel are recorded in the profit and loss account on the basis of the employment conditions.

InfoBridge Software B.V. applies the liability approach to account for all pension schemes. The premium payable during the reporting year is recorded as an expense.

The Dutch pension schemes are subject to the provisions of the Dutch Pensions Act and pay InfoBridge Software B.V. compulsory, contractual or voluntary basic premiums to pension funds and insurance companies. The premiums are recognized as personnel costs as soon as they are due. Prepaid premiums are recognized as accrued assets if this results in a repayment or a reduction in future payments. Unpaid premiums are recognized as a liability on the balance sheet.

### **Principles of depreciation**

Intangible assets, including goodwill, are amortised and tangible fixed assets are depreciated over their estimated useful lives as from the moment that they are ready for use. Land and investment property are not depreciated.

### **Principles of financial income and expenses**

Interest income and expenses are recognised on a pro rata basis, taking account of the effective interest rate of the assets and liabilities to which they relate. In accounting for interest expenses, the recognised transaction expenses for loans received are taken into consideration.

### **Principles of taxes**

The tax on the result is calculated on the result before tax in the profit and loss account, taking into account available, tax-offsettable losses from previous financial years (insofar as not included in the deferred tax assets) and tax-exempt profit components and after addition of non-deductible expenses. Account is also taken of changes that occur in deferred tax assets and deferred tax liabilities as a result of changes in the applicable tax rate.

In the annual accounts of subsidiaries, a tax charge is calculated on the basis of the commercial result achieved. The tax owed by subsidiaries is settled in the current account with InfoBridge Software B.V..



## **Principles of cash flow statement**

The cash flow statement is prepared using the indirect method. The funds in the cash flow statement consists of cash and current securities (if applicable).

Income taxes, interest received and/or paid and dividends received/or paid are included in the cash flow from operating activities.

The payment of lease installments under the finance lease contract is for the part that relates to the redemption as an expense from financing activities and for the portion relating to the interest as an expense from operating activities.

## Notes to the balance sheet

### Receivables

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Receivables</b>		
Accounts receivable	106,540	103,380
Receivables from related parties	429,841	357,652
Other receivables	1,680	0
Accrued assets	26,305	37,040
	<b>564,366</b>	<b>498,072</b>

Accounts receivable all have a remaining term to maturity of less than one year, unless stated otherwise.

### Accounts receivable

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Accounts receivable</b>		
Accounts receivable	106,540	103,380
	<b>106,540</b>	<b>103,380</b>

### Receivables from related parties

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Receivables from related parties</b>		
Current account Mesover Holding B.V.	429,841	357,652
	<b>429,841</b>	<b>357,652</b>



**Other receivables**

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Other receivables</b>		
Other receivables	1,680	0
	<b>1,680</b>	<b>0</b>

**Accrued assets**

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Accrued assets</b>		
Prepaid office expenses	0	108
Prepaid insurance expenses	2,568	14,292
Prepaid other expenses	9,747	14,905
Other accrued income	13,990	7,737
	<b>26,305</b>	<b>37,040</b>

**Cash at bank and in hand**

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Cash at bank and in hand</b>		
Credits in bank accounts	107,658	114,060
	<b>107,658</b>	<b>114,060</b>

### Credits in bank accounts

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Credits in bank accounts</b>		
Current account bank	94,195	9,417
Deposit	13,463	104,643
	<b>107,658</b>	<b>114,060</b>

### Equity

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Equity</b>		
Share capital	18,000	18,000
Other reserves	423,864	393,597
	<b>441,864</b>	<b>411,597</b>

The authorized share capital of the company is € 18,000, divided into 18,000 ordinary shares of € 1. Of these, all shares have been issued and fully paid up.

### Movements in other reserves

	Financial year	
	General reserve	Total
<b>Movements in other reserves</b>		
<b>Closing balance</b>		
Opening balance	393,597	393,597
Dividend payments	-500,000	-500,000
Distribution of the result	530,267	530,267
	<b>423,864</b>	<b>423,864</b>

Proposed appropriation of result for the financial year 2019:

The Board proposes that the result for the financial year 2019 amounting to € 530,267 should be transferred to the other reserves. The financial statements do reflect this proposal.

## Current liabilities

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Current liabilities</b>		
Accounts payable	16,664	22,833
Tax and social insurance premiums	139,495	103,545
Debts relating to pensions	2,117	734
Wages processing expenses	64,320	66,322
Accrued liabilities	7,564	7,102
	<b>230,160</b>	<b>200,535</b>

Accounts payable of which at the end of 2019 € 262 concerns group companies.

## Tax and social insurance premiums

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Tax and social insurance premiums</b>		
Value added tax	18,148	16,228
Payroll tax	14,678	22,987
Corporate income tax	106,669	64,330
	<b>139,495</b>	<b>103,545</b>

## Wages processing expenses

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Wages processing expenses</b>		
Bonusses	30,225	35,050
Holiday pay reserve	18,429	18,054
Holiday days reserve	4,531	6,997
WKR-scheme	11,135	6,221
	<b>64,320</b>	<b>66,322</b>





## Accrued liabilities

	Financial year	Previous year
	31-12-2019	31-12-2018
<b>Accrued liabilities</b>		
Other expenses payable	7,564	7,102
	<b>7,564</b>	<b>7,102</b>

## Commitments not included in the balance for fiscal unity

Until August 31, 2020, the company was together with Mesover Holding B.V. included in the fiscal unity for value added tax. Pursuant to the Collection of State Taxes Act ('Invorderingswet'), the company and its consolidated subsidiaries are each severally liable for taxes payable in this respect by the combination.

## Notes to the profit and loss account

### Total expenses

	Financial year	Previous year
	2019	2018
<b>Total expenses</b>		
Employee expenses	510,088	516,703
Depreciation	60,895	67,551
Other employee expenses	266,038	263,508
Housing expenses	50,993	49,060
Sales expenses	76,510	77,637
Car expenses	55,640	38,536
Office expenses	38,717	36,055
General expenses	10,396	15,633
	<b>1,069,278</b>	<b>1,064,682</b>

### Employee expenses

	Financial year	Previous year
	2019	2018
<b>Employee expenses</b>		
Wages and salaries	425,646	437,370
Social insurance premiums	57,427	56,065
Pension charges	27,016	23,268
	<b>510,088</b>	<b>516,703</b>

During 2019, on average 8 employees were employed on a full-time basis (2018: 8).



### Wages and salaries

	Financial year	Previous year
	2019	2018
<b>Wages and salaries</b>		
Gross wages	397,511	377,429
Bonuses and commissions	30,225	51,949
Holiday pay	-2,091	7,992
	<b>425,646</b>	<b>437,370</b>

### Social insurance premiums

	Financial year	Previous year
	2019	2018
<b>Social insurance premiums</b>		
Social insurance premiums	57,427	56,065
	<b>57,427</b>	<b>56,065</b>

### Pension charges

	Financial year	Previous year
	2019	2018
<b>Pension charges</b>		
Pension contribution	27,016	23,268
	<b>27,016</b>	<b>23,268</b>

### Depreciation of tangible fixed assets

	Financial year	Previous year
	2019	2018
<b>Depreciation of tangible fixed assets</b>		
Rechargd depreciation	60,895	67,551
	<b>60,895</b>	<b>67,551</b>

### Other employee expenses

	Financial year	Previous year
	2019	2018
<b>Other employee expenses</b>		
Management fee	160,000	160,000
Employee hiring expenses	46,468	47,677
Canteen costs and meals served	7,407	6,217
Education	1,400	772
Recruitment expenses	5,685	2,270
Health and safety service	12,068	13,773
Sickness benefit insurance	14,014	13,932
Other employee expenses	14,083	12,647
WKR-scheme	4,914	6,221
	<b>266,038</b>	<b>263,508</b>

## Housing expenses

	Financial year	Previous year
	2019	2018
<b>Housing expenses</b>		
Rente and service	28,295	27,767
Cleaning expenses	5,291	5,249
Service expenses	8,475	5,618
Addition provision major building maintenance	3,084	2,431
Other housing expenses	5,848	7,995
	<b>50,993</b>	<b>49,060</b>

## Sales expenses

	Financial year	Previous year
	2019	2018
<b>Sales expenses</b>		
Advertising expenses	2,766	1,953
Representation expenses	37,510	33,738
Travel expenses	30,846	26,794
Addition provision for doubtful debtors	0	685
Other selling expenses	5,388	14,467
	<b>76,510</b>	<b>77,637</b>

## Car expenses

	Financial year	Previous year
	2019	2018
<b>Car expenses</b>		
Fuel expenses	8,913	9,618
Car repair and maintenance expenses	13,652	5,024
Car insurance expenses	11,966	11,404
Operational lease cars	4,299	0
Private use cars	5,577	5,156
Mileage allowance	10,689	6,759
Other car expenses	544	574



	Financial year	Previous year
	2019	2018
	<b>55,640</b>	<b>38,536</b>

### Office expenses

	Financial year	Previous year
	2019	2018
<b>Office expenses</b>		
Office equipment	2,111	1,237
Postage expenses	406	725
Phone and internet expenses	4,887	3,162
Printing	956	106
IT expenses	12,694	11,781
Other office expenses	9,072	12,059
Communication	8,591	6,985
	<b>38,717</b>	<b>36,055</b>

### General expenses

	Financial year	Previous year
	2019	2018
<b>General expenses</b>		
Accounting expenses	5,697	5,122
Other consultancy expenses	0	6,949
Legal expenses	630	0
Insurances	2,144	2,694
General expenses	1,925	868
	<b>10,396</b>	<b>15,633</b>

### Financial income and expenses

	Financial year	Previous year
	2019	2018
<b>Financial income and expenses</b>		
Interest and similar income	19,718	13,735
Other interest expenses	6,223	2,366



Financial year	Previous year
2019	2018
13,495	11,368

### Interest and similar income

Financial year	Previous year
2019	2018
19,718	13,735
19,718	13,735

**Interest and similar income**  
Interest current account Mesover  
Holding B.V.

### Other interest expenses

Financial year	Previous year
2019	2018
2,646	2,090
3,577	276
6,223	2,366

**Other interest expenses**  
Bank interest paid  
Interest and tax expenses

### Corporate income tax

Financial year	Previous year
2019	2018
162,287	141,830
162,287	141,830

**Corporate income tax**  
Calculated corporate income tax

Signing of the financial statements

's-Hertogenbosch,  
Directors board:

P.B. van Mever

G. Jentoft

## SuperOffice AG, Basel

Report of the Statutory Auditor on the ordinary audit to the General Meeting for the year ended December 31, 2020



**Report of the Statutory Auditor**  
to the General Meeting of  
SuperOffice AG, Basel

RSM Audit Switzerland AG  
Leutschenbachstrasse 45  
CH-8050 Zürich  
Switzerland  
T +41 43 488 5100  
www.rsmch.ch

**Report of the Statutory Auditor on the Financial Statements**

As statutory auditor, we have audited the accompanying financial statements of SuperOffice AG, Basel, which comprise the balance sheet, income statement, cash flow statement and notes for the year ended December 31, 2020.

*Board of Directors' Responsibility*

The Board of Directors are responsible for the preparation of these financial statements in accordance with the requirements of Swiss law and the company's articles of incorporation. This responsibility includes designing, implementing and maintaining an internal control system relevant to the preparation of financial statements that are free from material misstatement, whether due to fraud or error. The Board of Directors are further responsible for selecting and applying appropriate accounting policies and making accounting estimates that are reasonable in the circumstances.

*Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Swiss law and Swiss Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers the internal control system relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control system. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the financial statements for the year ended December 31, 2020 comply with Swiss law and the company's articles of incorporation.

## Report on Other Legal Requirements

We confirm that we meet the legal requirements on licensing according to the Auditor Oversight Act (AOA) and independence (article 728 Code of Obligations (CO)) and that there are no circumstances incompatible with our independence.

In accordance with article 728a para. 1 item 3 CO and Swiss Auditing Standard 890, we confirm that an internal control system exists, which has been designed for the preparation of financial statements according to the instructions of the Managing Officers.

We further confirm that the proposed appropriation of available earnings complies with Swiss law and the company's articles of incorporation.

We recommend that the financial statements submitted to you be approved.

Zurich, September 3, 2021

## RSM Audit Switzerland AG



Viktor Frank  
Licensed Audit Expert  
Auditor in Charge



Marcel Bürge  
Licensed Audit Expert

### Enclosures:

- Financial statements (balance sheet, income statement, cash flow statement and notes)
- Appropriation of available earnings

**THE POWER OF BEING UNDERSTOOD**  
AUDIT | TAX | CONSULTING

**SuperOffice AG, Basel**BALANCE SHEETS AS OF DECEMBER 31, 2020 AND 2019

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	<u>NOTES</u>	<u>SWISS FRANCS</u>	
		<u>31.12.2020</u>	<u>31.12.2019</u>
<u>ASSETS</u>			
CURRENT ASSETS			
Cash on hand and at bank		411'983	151'144
Accounts receivables - trade:			
Due from third parties	3	241'171	76'464
Due from affiliates	4	8'663	1'779
Accounts receivables - others:			
Due from third parties		23'476	13'013
Prepaid expenses		90'258	168'276
		<hr/>	<hr/>
Total current assets		775'551	410'676
		<hr/>	<hr/>
NON-CURRENT ASSETS			
Long Term receivables from affiliates	4	1'267'459	1'502'910
Investments	5	6'285'978	6'285'978
Tangible fixed assets		54'759	72'233
		<hr/>	<hr/>
Total non-current assets		7'608'196	7'861'121
		<hr/>	<hr/>
TOTAL ASSETS		<u>8'383'747</u>	<u>8'271'797</u>

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See notes to the financial statements

**SuperOffice AG, Basel**

BALANCE SHEETS AS OF DECEMBER 31, 2020 AND 2019

	<u>NOTES</u>	<u>SWISS FRANCS</u>	
		<u>31.12.2020</u>	<u>31.12.2019</u>
<u>LIABILITIES AND SHAREHOLDERS' EQUITY</u>			
CURRENT LIABILITIES			
Accounts Payables - trade:			
Due to third parties		292	45'855
Due to group companies		4'643	-
Due to parent company		2'740'083	1'698'834
Advance payments from customers		28'685	9'743
Accounts Payables - others:			
Due to third parties		75'077	11'669
Deferred revenue		665'228	555'528
Accrued expenses		216'567	334'262
		<u>3'730'575</u>	<u>2'655'891</u>
Total current liabilities			
LONG-TERM LIABILITIES			
Long-term interest bearing liabilities:			
Due to parent company		2'033'981	1'981'557
		<u>2'033'981</u>	<u>1'981'557</u>
Total long-term liabilities			
		<u>5'764'556</u>	<u>4'637'448</u>
TOTAL LIABILITIES			
SHAREHOLDERS' EQUITY			
Share capital	1	200'000	200'000
Statutory capital reserves	1	1'600'230	2'600'230
Statutory retained earnings		280'000	280'000
Voluntary retained earnings		538'961	554'119
		<u>2'619'191</u>	<u>3'634'349</u>
Total shareholders' equity			
		<u>8'383'747</u>	<u>8'271'797</u>
TOTAL LIABILITIES AND SHAREHOLDERS' EQUITY			

See notes to the financial statements

**SuperOffice AG, Basel****PROFIT AND LOSS STATEMENT FOR THE PERIODS ENDING DECEMBER 31, 2020 AND 2019**

	<u>NOTES</u>	<u>SWISS FRANCS</u>	
		<u>2020</u>	<u>2019</u>
OPERATING INCOME			
Gross revenue from professional operations	6	2'724'509	2'791'127
Total operating income		<u>2'724'509</u>	<u>2'791'127</u>
COST OF SALES			
Cost of revenue	7	(8'205)	(143'024)
Total cost of sales		<u>(8'205)</u>	<u>(143'024)</u>
GROSS PROFIT I		2'716'304	2'648'103
Personnel expenses	8	(2'259'559)	(2'130'100)
Total personnel expenses		<u>(2'259'559)</u>	<u>(2'130'100)</u>
GROSS PROFIT II		456'745	518'003
OTHER OPERATING EXPENSES			
Other operating expenses	9, 10	(351'696)	(355'474)
Total other operating expenses		<u>(351'696)</u>	<u>(355'474)</u>
OPERATING PROFIT BEFORE INTEREST, TAXES AND DEPRECIATION (EBITDA)		105'049	162'529
Depreciation and value adjustments on fixed assets		<u>(23'780)</u>	<u>(22'800)</u>
OPERATING PROFIT BEFORE INTEREST AND TAXES (EBIT)		81'269	139'729
FINANCIAL INCOME	11	39'549	56'799
FINANCIAL EXPENSES	12	(138'093)	(123'071)
(LOSS) / PROFIT BEFORE TAXES		(17'275)	73'457
TAXES		<u>2'117</u>	<u>(13'000)</u>
(NET LOSS) / PROFIT FOR THE YEAR		(15'158)	60'457
VOLUNTARY RETAINED EARNINGS, BEGINNING OF YEAR		<u>554'119</u>	<u>493'662</u>
VOLUNTARY RETAINED EARNINGS, END OF YEAR		<u>538'961</u>	<u>554'119</u>

See notes to the financial statements

**SuperOffice AG, Basel****CASH FLOW STATEMENT TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED  
DECEMBER 31, 2020 AND 2019**

	<u>SWISS FRANCS</u>	
	<u>2020</u>	<u>2019</u>
Annual profit	(15'158)	60'457
Decrease/(increase) in trade receivables and other current receivables	(182'054)	80'155
Decrease/(increase) in accrued income and prepaid expenses	78'018	(88'972)
Increase/(decrease) in trade creditor and other current liabilities	1'082'679	553'921
Increase/(decrease) in deferred income and accrued expenses	(7'995)	273'975
Depreciation on fixed asset items	23'780	22'800
<b>CASH INFLOW FROM OPERATING ACTIVITIES</b>	<b>979'270</b>	<b>902'336</b>
- Payments for investments in (purchase of) financial assets (incl. loans, shares, securities)	-	(55'020)
+ Receipt of payments from divestment (sale) of financial assets (incl. loans, shares, securities)	235'451	-
- Payments for investments in (purchase of) tangible fixed assets	(6'306)	(6'335)
<b>CASH OUTFLOW FOR INVESTMENT ACTIVITIES</b>	<b>229'145</b>	<b>(61'355)</b>
- Distribution of profits to shareholders (dividends)	(1'000'000)	(800'000)
+/- Receipt/repayments of long-term interest-bearing liabilities	52'424	67'817
<b>CASH OUTFLOW FOR FINANCING ACTIVITIES</b>	<b>(947'576)</b>	<b>(732'183)</b>
<b>BALANCE OF CASH FLOW</b>	<b>260'839</b>	<b>108'798</b>
<b>NET CHANGES IN CASH AND CASH EQUIVALENTS</b>	<b>260'839</b>	<b>108'798</b>
Cash and cash equivalents on 1 January	151'144	42'346
Cash and cash equivalents on 31 December	411'983	151'144
<b>NET CHANGES IN CASH AND CASH EQUIVALENTS</b>	<b>260'839</b>	<b>108'798</b>

## **1. Accounting Policies**

These financial statements have been prepared in accordance with the provisions of commercial accounting as set out in the Swiss Code of Obligations (particularly Art. 957 to 962).

The following principal accounting policies have been applied:

### *Investments*

The recorded value of this position is based on a market valuation of the underlying subsidiary. This value is contingent upon the future business development of the subsidiary. In this respect, there exists a certain uncertainty about the value of this position. Nevertheless the Board of Directors is convinced that the value of this position is adequate.

### *Tangible assets*

Direct depreciation on tangible fixed assets using the declining balance method.

### *Foreign currency items*

All transactions in foreign currencies are converted into the currency the company operates (CHF) at predefined fixed exchange rates.

Assets and liabilities in foreign currencies are revalued at year-end with corresponding year-end forex exchange rates. Any profits and losses resulting from the revaluation are recorded in the profit and loss account.

### *Revenue recognition*

SuperOffice is in transition of their sales model from mainly selling full licences to a system in which licences are only rented to the customers. Accordingly, the revenue recognition is deferred and released against revenue over the period of the underlying licence rental agreement.

### *Estimates and assumptions made by management*

Financial reporting under the Code of Obligations requires certain estimates and assumptions to be made by management. These are made continuously and are based on past experiences and other factors (e.g. anticipations of future results, which seem appropriate under the circumstances). The results subsequently achieved may deviate from these estimates.

## **2. General information**

The share capital of the company amounts to CHF 200'000.00 and is made up of 20'000'000 shares with a par value of CHF 0.01 each. The share capital is fully paid-in.

The ordinary meeting of shareholders dated March 28, 2019 further decided to pay-out a dividend of CHF 800'000.00 from the statutory capital reserves.

Purpose of the company as listed in the commercial register:

The company's main activities are in the area of sales and marketing, as e.g. market research, market analysis and market observations, advertising and other services in order to promote and support the sale of software-services and software-solutions of related companies.

The company's domicile is in Basel, Switzerland.

The company's average number of full-time positions per year does not exceed 50 positions.

## **SuperOffice AG, Basel**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2020  
AND 2019

<b>3. Accounts receivables - trade</b>		<u>31.12.2020</u>	<u>31.12.2019</u>
Accounts receivables - gross	CHF	241'171	79'205
Provision for bad debt	"	-	(2'741)
Accounts receivables - net	CHF	<u>241'171</u>	<u>76'464</u>

### **4. Accounts receivables - Affiliated company**

The total amount of open accounts receivables from affiliates is secured by a guarantee without retention issued by the parent company, SuperOffice AS, Norway, in favour of SuperOffice AG, Basel.

### **5. Investments**

The company contains of the following financial investments:

Name of investment and domicile	Capital	Capital	Voting	Voting
	share in %	share in %	rights in %	rights in %
	<u>31.12.2020</u>	<u>31.12.2019</u>	<u>31.12.2020</u>	<u>31.12.2019</u>
SuperOffice GmbH, Dortmund / Germany (former: Team Brendel (Deutschland) GmbH)	100	100	100	100

### **6. Gross revenue from professional operations**

The gross revenue from professional operations consist of the following:		<u>2020</u>	<u>2019</u>
License income third parties	CHF	493'656	148'294
Maintenance income third parties	"	1'521'827	1'796'567
Service income third parties	"	691'570	815'795
Other income third parties	"	4'337	3'905
Income from affiliates	"	23'325	30'015
Provision for bad debt	"	(10'206)	(3'449)
Total gross revenue from professional operations	CHF	<u>2'724'509</u>	<u>2'791'127</u>

### **7. Cost of Sales**

The cost of sales consist of the following:		<u>2020</u>	<u>2019</u>
Cost of sales - services	CHF	(660)	(1'163)
Cost of sales - licences	"	(7'545)	(141'861)
Total cost of sales	CHF	<u>(8'205)</u>	<u>(143'024)</u>



## **SuperOffice AG, Basel**

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

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#### **8. Personnel expenses**

The personnel expenses consist of the following:

	<u>2020</u>	<u>2019</u>
Payroll expenses	CHF (1'913'410)	(1'820'374)
Cost of social security and pension fund	" (317'097)	(273'397)
Other personnel expenses	" (29'052)	(36'329)
	<hr/>	<hr/>
Total personnel expenses	CHF (2'259'559)	(2'130'100)
	<hr/> <hr/>	<hr/> <hr/>

#### **9. Other operating expenses**

The other operating expenses consist of the following:

	<u>2020</u>	<u>2019</u>
Facility expenses	CHF (157'080)	(165'572)
Lease expenses	" (39'857)	(31'274)
Fixtures and Maintenance	" (37'808)	(34'052)
Consultancy fees	" (50'454)	(38'766)
Administration expenses	" (28'566)	(24'274)
Travel and Car expenses	" (21'206)	(48'022)
Marketing expenses	" (16'725)	(13'514)
	<hr/>	<hr/>
Total other operating expenses	CHF (351'696)	(355'474)
	<hr/> <hr/>	<hr/> <hr/>

#### **10. Residual amount of leasing liabilities**

Leasing liabilities, which will not expire and may not be terminated within twelve month, are subject to the following repayment structure:

Operating lease obligations as per:	<u>31.12.2020</u>	<u>31.12.2019</u>
Total leasing obligations with duration more than one year	CHF 575'009	173'958
	<hr/>	<hr/>
Total open leasing liabilities	CHF 575'009	173'958
	<hr/> <hr/>	<hr/> <hr/>

#### **11. Financial income**

The financial income consists of the following:

	<u>2020</u>	<u>2019</u>
Interest income	CHF 39'549	56'799
	<hr/>	<hr/>
Total financial income	CHF 39'549	56'799
	<hr/> <hr/>	<hr/> <hr/>

## **SuperOffice AG, Basel**

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

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#### **12. Financial expenses**

The financial expenses consist of the following:

		<u>2020</u>	<u>2019</u>
Interest expenses	CHF	(112'399)	(119'017)
Loss on foreign currency exchange	*	(23'694)	(1'973)
Bank fees	"	(2'000)	(2'081)
		<hr/>	<hr/>
Total financial expenses	CHF	<u>(138'093)</u>	<u>(123'071)</u>

#### **13. Total amount of collateral for third party liabilities**

		<u>31.12.2020</u>	<u>31.12.2019</u>
Amount of assets pledged as part of a group loan	CHF	<u>8'383'747</u>	<u>-</u>

#### **14. Significant events occurring after the balance sheet date**

On January 29th, 2020, the World Health Organization (WHO) declared the outbreak of the coronavirus (COVID-19) a pandemic due to its rapid, global distribution. On February 28th 2020 the Swiss Federal Council classified the situation in Switzerland as a special situation under the Epidemics Act. Since then further drastic measures have been taken by the Federal and Cantonal governments that have restrictive and significant consequences for SuperOffice AG. Both, sales and earnings have been affected negatively by these circumstances and, consequently, the result 2020 is below expectations. An accurate estimate of the financial impact is currently not possible. We believe that the effect of COVID-19 will have not impact to the ability of SuperOffice AG to continue as a going concern.

Between December 31, 2020 and the date of the approval of the financial statements by the members of the board of directors, no other significant events occurred which would require additional disclosures or changes in the financial statements for the year 2020.

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## SuperOffice AG, Basel

### APPROPRIATION OF THE AVAILABLE RETAINED EARNINGS

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The Board of Directors of the company propose the following appropriation to the general meeting of the shareholders:

<b>AVAILABLE VOLUNTARY RETAINED EARNINGS:</b>		<u>31.12.2020</u>	<u>31.12.2019</u>
Voluntary retained earnings, beginning of period	CHF	554'119	493'662
Loss / Profit for the year	"	(15'158)	60'457
Voluntary retained earnings, end of period	CHF	538'961	554'119
<b>Total available to the general meeting of shareholders</b>	<b>CHF</b>	<b>538'961</b>	<b>554'119</b>

### **PROPOSAL OF THE BOARD OF DIRECTORS:**

Total available voluntary retained earnings	CHF	538'961	554'119
<b>To be carried forward</b>	<b>CHF</b>	<b>538'961</b>	<b>554'119</b>

### **FURTHER PROPOSALS OF THE BOARD OF DIRECTORS:**

The Board of Directors further proposes the payment of a dividend from the statutory capital reserves as follows:

		<u>31.12.2020</u>	<u>31.12.2019</u>
Statutory capital reserves, balance before proposed dividend payment	CHF	1'600'230	2'600'230
Dividend payment	"	(450'000)	(1'000'000)
<b>Statutory capital reserves, balance after proposed dividend payment</b>	<b>CHF</b>	<b>1'150'230</b>	<b>1'600'230</b>

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## SuperOffice AG, Basel

Report of the Statutory Auditor on the ordinary audit to the General Meeting for the year ended December 31, 2019

**Report of the Statutory Auditor**  
to the General Meeting of  
SuperOffice AG, Basel

RSM Audit Switzerland AG  
Leutschenbachstrasse 45  
CH-8050 Zürich  
Switzerland  
T +41 43 488 5100  
www.rsmch.ch

**Report of the Statutory Auditor on the Financial Statements**

As statutory auditor, we have audited the accompanying financial statements of SuperOffice AG, Basel, which comprise the balance sheet, income statement, cash flow statement and notes for the year ended December 31, 2019.

*Board of Directors' Responsibility*

The Board of Directors are responsible for the preparation of these financial statements in accordance with the requirements of Swiss law and the company's articles of incorporation. This responsibility includes designing, implementing and maintaining an internal control system relevant to the preparation of financial statements that are free from material misstatement, whether due to fraud or error. The Board of Directors are further responsible for selecting and applying appropriate accounting policies and making accounting estimates that are reasonable in the circumstances.

*Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Swiss law and Swiss Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers the internal control system relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control system. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the financial statements for the year ended December 31, 2019 comply with Swiss law and the company's articles of incorporation.

*Other matter*

The financial statements of SuperOffice AG for the year ended December 31, 2018 were audited by another auditor who expressed an unmodified opinion in the report of the statutory auditors on the limited statutory examination on March 15, 2019.

## Report on Other Legal Requirements

We confirm that we meet the legal requirements on licensing according to the Auditor Oversight Act (AOA) and independence (article 728 Code of Obligations (CO)) and that there are no circumstances incompatible with our independence.

In accordance with article 728a para. 1 item 3 CO and Swiss Auditing Standard 890, we confirm that an internal control system exists, which has been designed for the preparation of financial statements according to the instructions of the Managing Officers.

We further confirm that the proposed appropriation of available earnings complies with Swiss law and the company's articles of incorporation.

We recommend that the financial statements submitted to you be approved.

Zurich, September 3, 2021

## RSM Audit Switzerland AG



Viktor Frank  
Licensed Audit Expert  
Auditor in Charge



Marcel Bürge  
Licensed Audit Expert

### Enclosures:

- Financial statements (balance sheet, income statement, cash flow statement and notes)
- Appropriation of available earnings

**THE POWER OF BEING UNDERSTOOD**  
AUDIT | TAX | CONSULTING

**SuperOffice AG, Basel**BALANCE SHEETS AS OF DECEMBER 31, 2019 AND 2018

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	<u>NOTES</u>	<u>SWISS FRANCS</u>	
		<u>31.12.2019</u>	<u>31.12.2018</u>
<u>ASSETS</u>			
CURRENT ASSETS			
Cash on hand and at bank		151'144	42'346
Accounts receivables - trade:			
Due from third parties	3	76'464	96'628
Due from affiliates	4	1'779	73'812
Accounts receivables - others:			
Due from third parties		13'013	971
Prepaid expenses		168'276	79'304
		<hr/>	<hr/>
Total current assets		410'676	293'061
		<hr/>	<hr/>
NON-CURRENT ASSETS			
Long Term receivables from affiliates	4	1'502'910	1'447'890
Investments	5	6'285'978	6'285'978
Tangible fixed assets		72'233	88'698
		<hr/>	<hr/>
Total non-current assets		7'861'121	7'822'566
		<hr/>	<hr/>
TOTAL ASSETS		<u>8'271'797</u>	<u>8'115'627</u>

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See notes to the financial statements

**SuperOffice AG, Basel**

BALANCE SHEETS AS OF DECEMBER 31, 2019 AND 2018

	<u>NOTES</u>	<u>SWISS FRANCS</u>	
		<u>31.12.2019</u>	<u>31.12.2018</u>
<u>LIABILITIES AND SHAREHOLDERS' EQUITY</u>			
CURRENT LIABILITIES			
Accounts Payables - trade:			
Due to third parties		45'855	2'883
Due to parent company		1'698'834	1'154'963
Advance payments from customers		9'743	13'150
Accounts Payables - others:			
Due to third parties		11'669	41'184
Deferred revenue		555'528	300'950
Accrued expenses		334'262	314'865
Total current liabilities		<u>2'655'891</u>	<u>1'827'995</u>
LONG-TERM LIABILITIES			
Long-term interest bearing liabilities:			
Due to parent company		<u>1'981'557</u>	<u>1'913'740</u>
Total long-term liabilities		<u>1'981'557</u>	<u>1'913'740</u>
TOTAL LIABILITIES		<u>4'637'448</u>	<u>3'741'735</u>
SHAREHOLDERS' EQUITY			
Share capital	1	200'000	200'000
Statutory capital reserves	1	2'600'230	3'400'230
Statutory retained earnings		280'000	280'000
Voluntary retained earnings		554'119	493'662
Total shareholders' equity		<u>3'634'349</u>	<u>4'373'892</u>
TOTAL LIABILITIES AND SHAREHOLDERS' EQUITY		<u>8'271'797</u>	<u>8'115'627</u>

See notes to the financial statements



**SuperOffice AG, Basel****PROFIT AND LOSS STATEMENT FOR THE PERIODS ENDING DECEMBER 31, 2019 AND 2018**

	<u>NOTES</u>	<u>SWISS FRANCS</u>	
		<u>2019</u>	<u>2018</u>
OPERATING INCOME			
Gross revenue from professional operations	6	<u>2'791'127</u>	<u>2'540'756</u>
Total operating income		<u>2'791'127</u>	<u>2'540'756</u>
COST OF SALES			
Cost of revenue	7	<u>(143'024)</u>	<u>(88'814)</u>
Total cost of sales		<u>(143'024)</u>	<u>(88'814)</u>
GROSS PROFIT I		2'648'103	2'451'942
Personnel expenses	8	<u>(2'130'100)</u>	<u>(1'997'043)</u>
Total personnel expenses		<u>(2'130'100)</u>	<u>(1'997'043)</u>
GROSS PROFIT II		518'003	454'899
OTHER OPERATING EXPENSES			
Other operating expenses	9, 10	<u>(355'474)</u>	<u>(358'191)</u>
Total other operating expenses		<u>(355'474)</u>	<u>(358'191)</u>
OPERATING PROFIT BEFORE INTEREST, TAXES AND DEPRECIATION (EBITDA)		162'529	96'708
Depreciation and value adjustments on fixed assets		<u>(22'800)</u>	<u>(20'428)</u>
OPERATING PROFIT BEFORE INTEREST AND TAXES (EBIT)		139'729	76'280
FINANCIAL INCOME	11	56'799	52'575
FINANCIAL EXPENSES	12	<u>(123'071)</u>	<u>(102'756)</u>
PROFIT BEFORE TAXES		73'457	26'099
TAXES		<u>(13'000)</u>	<u>(26'952)</u>
NET PROFIT / (LOSS) FOR THE YEAR		60'457	(853)
VOLUNTARY RETAINED EARNINGS, BEGINNING OF YEAR		<u>493'662</u>	<u>494'515</u>
VOLUNTARY RETAINED EARNINGS, END OF YEAR		<u>554'119</u>	<u>493'662</u>

See notes to the financial statements

**SuperOffice AG, Basel****CASH FLOW STATEMENT TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED  
DECEMBER 31, 2019 AND 2018**

	<u>SWISS FRANCS</u>	
	<u>2019</u>	<u>2018</u>
Annual profit	60'457	(853)
Decrease/(increase) in trade receivables and other current receivables	80'155	123'122
Decrease/(increase) in accrued income and prepaid expenses	(88'972)	(4'253)
Increase/(decrease) in trade creditor and other current liabilities	553'921	237'362
Increase/(decrease) in deferred income and accrued expenses	273'975	205'950
Depreciation on fixed asset items	22'800	20'428
<b>CASH INFLOW FROM OPERATING ACTIVITIES</b>	<b>902'336</b>	<b>581'756</b>
- Payments for investments in (purchase of) financial assets (incl. loans, shares, securities etc.)	(55'020)	(46'526)
- Payments for investments in (purchase of) tangible fixed assets	(6'335)	(34'283)
<b>CASH OUTFLOW FOR INVESTMENT ACTIVITIES</b>	<b>(61'355)</b>	<b>(80'809)</b>
- Distribution of profits to shareholders (dividends) +/- Receipt/repayments of long-term interest- bearing liabilities	(800'000)	(700'000)
	67'817	56'796
<b>CASH OUTFLOW FOR FINANCING ACTIVITIES</b>	<b>(732'183)</b>	<b>(643'204)</b>
<b>BALANCE OF CASH FLOW</b>	<b>108'798</b>	<b>(142'257)</b>
<b>NET CHANGES IN CASH AND CASH EQUIVALENTS</b>	<b>108'798</b>	<b>(142'257)</b>
Cash and cash equivalents on 1 January	42'346	184'603
Cash and cash equivalents on 31 December	151'144	42'346
<b>NET CHANGES IN CASH AND CASH EQUIVALENTS</b>	<b>108'798</b>	<b>(142'257)</b>

## **1. Accounting Policies**

These financial statements have been prepared in accordance with the provisions of commercial accounting as set out in the Swiss Code of Obligations (particularly Art. 957 to 962).

The following principal accounting policies have been applied:

### *Investments*

The recorded value of this position is based on a market valuation of the underlying subsidiary. This value is contingent upon the future business development of the subsidiary. In this respect, there exists a certain uncertainty about the value of this position. Nevertheless the Board of Directors is convinced that the value of this position is adequate.

### *Tangible assets*

Direct depreciation on tangible fixed assets using the declining balance method.

### *Foreign currency items*

All transactions in foreign currencies are converted into the currency the company operates (CHF) at predefined fixed exchange rates.

Assets and liabilities in foreign currencies are revalued at year-end with corresponding year-end forex exchange rates. Any profits and losses resulting from the revaluation are recorded in the profit and loss account.

### *Revenue recognition*

SuperOffice is in transition of their sales model from mainly selling full licences to a system in which licences are only rented to the customers. Accordingly, the revenue recognition is deferred and released against revenue over the period of the underlying licence rental agreement.

### *Estimates and assumptions made by management*

Financial reporting under the Code of Obligations requires certain estimates and assumptions to be made by management. These are made continuously and are based on past experiences and other factors (e.g. anticipations of future results, which seem appropriate under the circumstances). The results subsequently achieved may deviate from these estimates.

## **2. General information**

The share capital of the company amounts to CHF 200'000.00 and is made up of 20'000'000 shares with a par value of CHF 0.01 each. The share capital is fully paid-in.

The ordinary meeting of shareholders dated March 28, 2019 further decided to pay-out a dividend of CHF 800'000.00 from the statutory capital reserves.

Purpose of the company as listed in the commercial register:

The company's main activities are in the area of sales and marketing, as e.g. market research, market analysis and market observations, advertising and other services in order to promote and support the sale of software-services and software-solutions of related companies.

The company's domicile is in Basel, Switzerland.

The company's average number of full-time positions per year does not exceed 50 positions.

## **SuperOffice AG, Basel**

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

<b>3. Accounts receivables - trade</b>		<u>31.12.2019</u>	<u>31.12.2018</u>
Accounts receivables - gross	CHF	79'205	96'628
Provision for bad debt	"	(2'741)	-
Accounts receivables - net	CHF	<u>76'464</u>	<u>96'628</u>

#### **4. Accounts receivables - Affiliated company**

The total amount of open accounts receivables from affiliates is secured by a guarantee without retention issued by the parent company, SuperOffice AS, Norway, in favour of SuperOffice AG, Basel.

#### **5. Investments**

The company contains of the following financial investments:

Name of investment and domicile	Capital	Capital	Voting	Voting
	share in %	share in %	rights in %	rights in %
	31.12.2019	31.12.2018	31.12.2019	31.12.2018
SuperOffice GmbH, Dortmund / Germany (former: Team Brendel (Deutschland) GmbH)	100	100	100	100

#### **6. Gross revenue from professional operations**

The gross revenue from professional operations consist of the following:		<u>2019</u>	<u>2018</u>
License income third parties	CHF	148'294	126'739
Maintenance income third parties	"	1'796'567	1'690'268
Service income third parties	"	815'795	691'578
Other income third parties	"	3'905	635
Income from affiliates	"	30'015	33'434
Provision for bad debt	"	(3'449)	(1'900)
Total gross revenue from professional operations	CHF	<u>2'791'127</u>	<u>2'540'756</u>

#### **7. Cost of Sales**

The cost of sales consist of the following:		<u>2019</u>	<u>2018</u>
Cost of sales - services	CHF	(1'163)	(977)
Cost of sales - licences	"	(141'861)	(87'837)
Total cost of sales	CHF	<u>(143'024)</u>	<u>(88'814)</u>

## **SuperOffice AG, Basel**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2019  
AND 2018

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### **8. Personnel expenses**

The personnel expenses consist of the following:

		<u>2019</u>	<u>2018</u>
Payroll expenses	CHF	(1'820'374)	(1'686'983)
Cost of social security and pension fund	"	(273'397)	(291'930)
Other personnel expenses	"	(36'329)	(18'130)
Total personnel expenses	CHF	<u>(2'130'100)</u>	<u>(1'997'043)</u>

### **9. Other operating expenses**

The other operating expenses consist of the following:

		<u>2019</u>	<u>2018</u>
Facility expenses	CHF	(165'572)	(167'523)
Lease expenses	"	(31'274)	(33'492)
Fixtures and Maintenance	"	(34'052)	(29'501)
Consultancy fees	"	(38'766)	(31'987)
Administration expenses	"	(24'274)	(25'111)
Travel and Car expenses	"	(48'022)	(55'894)
Marketing expenses	"	(13'514)	(14'682)
Total other operating expenses	CHF	<u>(355'474)</u>	<u>(358'191)</u>

### **10. Residual amount of leasing liabilities**

Leasing liabilities, which will not expire and may not be terminated within twelve month, are subject to the following repayment structure:

Operating lease obligations as per:		<u>31.12.2019</u>	<u>31.12.2018</u>
Total leasing obligations with duration more than one year	CHF	<u>173'958</u>	<u>299'279</u>
Total open leasing liabilities	CHF	<u>173'958</u>	<u>299'279</u>

### **11. Financial income**

The financial income consists of the following:

		<u>2019</u>	<u>2018</u>
Interest income	CHF	<u>56'799</u>	<u>52'575</u>
Total financial income	CHF	<u>56'799</u>	<u>52'575</u>

## **SuperOffice AG, Basel**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2019  
AND 2018

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### **12. Financial expenses**

The financial expenses consist of the following:

		<u>2019</u>	<u>2018</u>
Interest expenses	CHF	(119'017)	(89'930)
Loss on foreign currency exchange	*	(1'973)	(10'765)
Bank fees	"	(2'081)	(2'061)
		<hr/>	<hr/>
Total financial expenses	CHF	<u>(123'071)</u>	<u>(102'756)</u>

### **13. Significant events occurring after the balance sheet date**

Between December 31, 2019 and the date of the approval of the financial statements by the members of the board of directors, no significant events occurred which would require additional disclosures or changes in the financial statements for the year 2019.

## SuperOffice AG, Basel

### APPROPRIATION OF THE AVAILABLE RETAINED EARNINGS

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The Board of Directors of the company propose the following appropriation to the general meeting of the shareholders:

<b>AVAILABLE VOLUNTARY RETAINED EARNINGS:</b>		<u>31.12.2019</u>	<u>31.12.2018</u>
Voluntary retained earnings, beginning of period	CHF	493'662	494'515
Profit for the year	"	60'457	(853)
Voluntary retained earnings, end of period	CHF	554'119	493'662
<b>Total available to the general meeting of shareholders</b>	<b>CHF</b>	<b>554'119</b>	<b>493'662</b>

### **PROPOSAL OF THE BOARD OF DIRECTORS:**

Total available voluntary retained earnings	CHF	554'119	493'662
<b>To be carried forward</b>	<b>CHF</b>	<b>554'119</b>	<b>493'662</b>

### **FURTHER PROPOSALS OF THE BOARD OF DIRECTORS:**

The Board of Directors further proposes the payment of a dividend from the statutory capital reserves as follows:

		<u>31.12.2019</u>	<u>31.12.2018</u>
Statutory capital reserves, balance before proposed dividend payment	CHF	2'600'230	3'400'230
Dividend payment	"	(500'000)	(800'000)
<b>Statutory capital reserves, balance after proposed dividend payment</b>	<b>CHF</b>	<b>2'100'230</b>	<b>2'600'230</b>

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