

## **MINUTES OF ANNUAL GENERAL MEETING OF MEMBERS OF THE CHINA-LUXEMBOURG CHAMBER OF COMMERCE A.S.B.L.**

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Registered office at 7, rue Alcide Gasperi - R.C.S. Luxembourg F 9.609  
(the "Chamber")

**Venue:** DoubleTree by Hilton Luxembourg, located at 12, Rue Jean Engling 1466,  
Dommeldange, Luxembourg.

**Date:** 13 June 2017

**Time:** 18h30

The Meeting was called to order under the chairmanship of Mr. Dirk DEWITTE, the President of the Chamber.

Mr. Laurent SCHUMMER and Ms. Kate RAO were appointed as legal counsels of the Meeting, and were supported by Dr. Marcus PETER and Mr. Yi WANG.

The President announced that the agenda of the Meeting consisted of the following items:

### **AGENDA**

- 1) President's Welcome.
- 2) Exclusion of Inactive Members.
- 3) Appointment of the Chairman, the Secretary and the Scrutineer of the Meeting.
- 4) Presentation of the Honorary Auditors' Report for the Social Year 2015.
- 5) Approval of the Annual Accounts of the Chamber for the Social Year 2015.
- 6) Presentation of the Honorary Auditor's Report for the Social Year 2016.
- 7) Approval of the Annual Accounts of the Chamber for the Social Year 2016.
- 8) Presentation of the Treasurer's Report.
- 9) Approval of the Budget of the Chamber for the Social Year 2017.
- 10) Discharge of the Honorary Auditors for the Social Year 2015.
- 11) Discharge of the Honorary Auditors for the Social Year 2016.
- 12) Appointment of the Honorary Auditors for the Social Year 2017.
- 13) Appointment of the Honorary Auditors for the Social Year 2018.



- 14) Approval of Membership Fees.
- 15) Discharge of the Executive Board Directors for the Social Year 2015.
- 16) Discharge of the Executive Board Directors for the Social Year 2016.
- 17) Election of the Executive Board Directors.
- 18) Presentation of the Activity Report.
- 19) Other Matters.

### ATTENDANCE OF THE MEETING

- The Members of the Chamber (the “Members”) present or represented at the Meeting are mentioned on the attached attendance list, which was signed, by each Member or proxyholder prior to the Meeting.
- It appears from said attendance list that 88 Members were present or represented at the present annual general meeting of the Chamber out of 143 Members registered with the Chamber.
- In accordance with article 19 of the Statutes of the Chamber and article 7 of the law of 21 April on Non-Profit Associations and Foundations the meeting is regularly constituted and can deliberate and vote on all the items of the agenda on which the Members have been beforehand informed and validly convened.

### WELCOME FROM THE PRESIDENT

The President, Mr. Dirk Dewitte welcomed the meeting and thanked Members and Directors for their attendance.

The President briefly exposed to the meeting the current status of the Chamber and the on-going business activity.

### RESOLUTIONS

Upon motion duly made, the meeting unanimously

#### FIRST RESOLUTION

The meeting **RESOLVED** to nominate Dr. Marcus PETER as Secretary and Ms. Kate RAO as Scrutineer for the meeting.

#### SECOND RESOLUTION

The meeting **RESOLVED** to approve exclude inactive members with outstanding membership fees.



### THIRD RESOLUTION

The Chamber's Treasurer, Amanda Yeung presented the Honorary Auditor's Report for the social year of 2015 to the meeting. (available in Annex I).

The meeting **ACKNOWLEDGED** the presentation of the Honorary Auditors' Report.

### FOURTH RESOLUTION

Amanda Yeung presented the annual accounts of the Chamber for the social year ended on December 31, 2015 to the meeting. (available in Annex I).

The meeting **RESOLVED** to approve the annual accounts of the Chamber for the social year ended on December 31, 2015.

### FIFTH RESOLUTION

Amanda Yeung presented the Honorary Auditor's Report for the social year of 2016 to the meeting. (available in Annex II).

The meeting **ACKNOWLEDGED** the presentation of the Honorary Auditors' Report.

### SIXTH RESOLUTION

Amanda Yeung presented the annual accounts of the Chamber for the social year ended on December 31, 2016 to the meeting. (available in Annex II).

The meeting **RESOLVED** to approve the annual accounts of the Chamber for the social year ended on December 31, 2016.

### SEVENTH RESOLUTION

Amanda Yeung presented the Treasurer's Report to the meeting. (available in Annex III).

The meeting **ACKNOWLEDGED** the presentation of the Treasurer's Report.

### EIGHTH RESOLUTION

Amanda Yeung presented the budget of the Chamber for the social year ending on December 31, 2017 to the meeting. (available in Annex III).

The meeting **RESOLVED** to approve and ratify the budget of the Chamber for the social year ending on December 31, 2017.



### NINTH RESOLUTION

The meeting **RESOLVED** to discharge the Honorary Auditor, InterTrust Group, from any liability resulting from the performance of its duty during the social year ended on December 31, 2015 and for the social year ended December 31, 2016.

### TENTH RESOLUTION

The meeting **RESOLVED** to appoint InterTrust Group as Honorary Auditor for the social year ending on December 31, 2017 and for the social year ending on December 31, 2018. The mandate of the Honorary Auditor will expire immediately after the annual general meeting of Members approving the annual accounts for the social year ending on December 31, 2018.

### ELEVENTH RESOLUTION

The meeting **RESOLVED** to approve the membership fees for the social year ended December 31, 2017 amounting to EUR 100 (individual members), EUR 800 (corporate members) and EUR 10,000 initial contribution over the first two financial years of membership (sustaining members).

### TWELFTH RESOLUTION

The meeting **RESOLVED** to discharge the members of the Executive Board from any liability resulting from the performance of their duties during the social year ended on December 31, 2015 and the social year ended on December 31, 2016.

### THIRTEENTH RESOLUTION

The meeting **RESOLVED** to elect members of the Executive Board for the social year ending on December 31, 2017 and the social year ending on December 31, 2018. The election results are as follows:

- Jacques Bortuzzo
- Yuncheng Chen
- Jan Clement
- Christina Coustry-Brocker
- Dirk Dewitte
- Sami Douénias
- Hui Gao
- Nicki Kayser
- Tatjana Kiefer
- Fredrik Koerfer
- Alain Lam
- Emily Le Vaillant
- Jack Mudde



- Cong Peng
- Changcheng Qin
- Christine Rehfeldt
- Diana Senanayake
- Mikkel Stroerup
- Yi Wang
- Zhujun Xie
- Amanda Yeung
- Wayne Zhan
- Xiaolu Zhang
- Sissi Zhao

#### FOURTEENTH RESOLUTION

Dirk Dewitte presented the Chamber's Activity Report as per the Social Year 2016. (available in Annex IV).

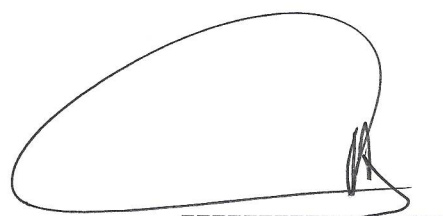
The meeting **ACKNOWLEDGED** the presentation of the Activity Report.

#### FIFTEENTH RESOLUTION


The meeting **RESOLVED** to acknowledge other matters, if any, and generally to do everything necessary, desirable, reasonable or useful to effectively ensure purpose of the meeting.

There being no further business on the agenda, the meeting was adjourned.

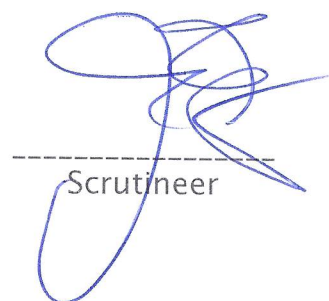
The secretary reads the minutes of the meeting and the officers of the meeting as well as the Members and proxyholders wishing to do so, affixed their signatures to the minutes of the Meeting.



President



Secretary



Scrutineer

## Annex I

**China-Luxembourg Chamber of Commerce, A.s.b.l.**

**Audited annual Accounts**

**for the financial year  
from 1 January 2015 to 31 December 2015**

7, rue Alcide de Gasperi  
L-2981 Luxembourg  
R.C.S. Luxembourg F9609



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**REPORT OF THE HONORARY AUDITOR  
TO THE GENERAL MEETING OF THE MEMBERS OF  
CHINALUX, China-Luxembourg Chamber of Commerce A.s.b.l., Association sans but  
lucratif  
(the Association)**

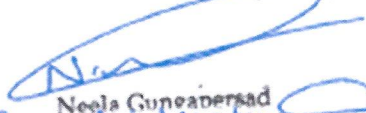
In accordance with legal and statutory requirements, we are pleased to report to you on the execution of our engagement as Honorary auditor in respect of the annual accounts of the Association for the financial year ended 31 December 2015 following the mandate granted to us.


Our examination was carried out in accordance with the provisions of Article 62 of the law of 10 August 1915 (as modified), which does not require the auditor to give an opinion on the annual accounts. Consequently, we have not audited the annual accounts in accordance with International Standards on Auditing.

We have audited the accompanying annual accounts of the Association, which comprise the balance sheet as at 31 December 2015 and the profit and loss account for the year ended 31 December 2015 and a summary of significant accounting policies and other explanatory information and confirm that they are in conformity with the books and records of account submitted to us.

We propose that these annual accounts are approved and that discharge is granted to the Executive Board.

Luxembourg, 17 May 2017

  
Neela Gunewardena  
Chair & authorized signatory  
Intertrust (Luxembourg) S à r.l.

  
DOUWE TERPSTRA  
Auditor & authorized signatory

Intertrust (Luxembourg) S à r.l.  
Société à responsabilité limitée  
R.C.S. Luxembourg B 103125  
Share capital : 1 823 000 EUR

China-Luxembourg Chamber of Commerce, A.s.b.l.

**BALANCE SHEET AS AT 31 DECEMBER 2015**  
Denominated in EUR

	Notes	31/12/2015 EUR	31/12/2014 EUR
<b>ASSETS</b>			
<b>Fixed assets</b>			
<i>Tangible fixed assets</i>	3		
Other fixtures fitting tools, equipment		223,34	759,00
<b>Current assets</b>			
<i>Other receivables</i>	4		
Becoming due and payable within one year		33.995,00	25.000,00
<i>Cash at bank and in hand</i>	5	132.133,86	130.313,00
<i>Deferred charges</i>		498,36	-
<b>TOTAL ASSETS</b>		<u>166.850,56</u>	<u>156.072,00</u>
<b>LIABILITIES</b>			
<b>Capital and reserves</b>			
Income surplus brought forward		142.942,51	96.072,00
Surplus for the financial year		11.033,48	47.871,00
<b>Non-subordinated debts</b>			
Becoming due and payable within one year	6	12.874,57	12.679,00
<i>Deferred income</i>		-	450,00
<b>TOTAL LIABILITIES</b>		<u>166.850,56</u>	<u>156.072,00</u>

Luxembourg, 16 May 2017

The accompanying notes form an integral part of these annual accounts.

3



China-Luxembourg Chamber of Commerce, A.s.b.l.

**PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2015**  
Denominated in EUR

	Notes	2015	2015	2014	2014
		EUR	EUR	EUR	EUR
<b>CHARGES</b>					
<b>Staff costs</b>					
Salaries and wages		17.492,79		31.108,00	
Social security on salaries and wages		2.375,51		6.972,00	
			19.868,30		38.080,00
Other external charges	7		33.032,31		30.299,00
Value adjustments	3,8		13.385,33		11.702,00
Losses on receivables	9		1.200,00		0,00
Financial charges			15,03		0,00
Ssurplus for the financial year			11.033,48		47.871,00
<b>TOTAL CHARGES</b>			<u>78.534,45</u>		<u>127.952,00</u>
<b>INCOME</b>					
Membership fees and other operating income	10		78.078,30		127.487,00
Reversal on value adjustments on membership fee receivables	11		400,00		
Other interest and other financial income					
Other interest and similar financial income			56,15		465,00
<b>TOTAL INCOME</b>			<u>78.534,45</u>		<u>127.952,00</u>

Luxembourg, 16 May 2017

4

The accompanying notes form an integral part of these annual accounts.

China-Luxembourg Chamber of Commerce, A.s.b.l.

## NOTES TO THE ANNUAL ACCOUNTS

### 1. General information

China-Luxembourg Chamber of Commerce, A.s.b.l. ("the Chamber") was founded on 31 May 2013 with the Chinese Ambassador to Luxembourg, HE Mr. Zeng Xianqi as Honorary President and is organized under the laws of Luxembourg as an Association sans but lucratif.

The registered office of the Chamber is established in Luxembourg, 7, rue Alcide de Gasperi, L-2981. The financial year of the Chamber starts on 1 January and ends on 31 December.

The Chamber is a private organisation, initiated by twenty Founding Members active in China-Luxembourg-related business. It maintains close ties with the Luxembourg government and the local Chamber of Commerce, and with various other organisations represented on the Chamber's Advisory Board.

The Chamber plays a supporting role in business and for culturalties between China and Luxembourg but remains a non-for-profit organization.

The overall goal of the Chamber is to create and maintain a platform that promotes bilateral trade between Luxembourg and China. Specific goals include: (i) To organise, activate, motivate, promote and support China-Luxembourg-related trade initiatives and events such as meetings, workshops and conferences, in order to capture longterm opportunities with a regular focus on areas of mutual interest to accelerate these opportunities; (ii) To build a knowledge base for our members containing useful information in respect of economic missions, contact persons with access to China, service propositions, brochures; (iii) To provide members with assistance in contacting official bodies in Luxembourg, China and other countries, as well as international or national organisations in respect of Chinese inbound and outbound activities.

### 2. Summary of significant accounting policies

#### Basis of preparation

The annual accounts have been prepared in accordance with the generally accepted accounting principles and applicable requirements in Luxembourg under the historical cost convention, as well as to comply with the 21 April 1928 law concerning the accounting and annual accounts of non-profit organizations (Association sans but lucratif).

#### Foreign currency translation

The Chamber maintains its accounts in EURO ("EUR"). Transactions expressed in currencies other than EUR (or other currency) are translated into EUR at the exchange rate effective at the time of the transaction.

Cash at bank is translated at the exchange rate effective at the balance sheet date. Exchange losses and gains are recorded in the profit and loss account for the year.

China-Luxembourg Chamber of Commerce, A.s.b.l.

## NOTES TO THE ANNUAL ACCOUNTS

### Foreign currency translation (continued)

Other assets and liabilities are translated separately respectively at the lower or at the higher of the value converted at the historical exchange rate or the value determined on the basis of the exchange rates effective at the balance sheet date. The unrealised exchange losses are recorded in the profit and loss account. Realised exchange gains are recorded in the profit and loss account at the moment the transaction is realised. Consequently, only realised exchange gains and losses and unrealised losses reflected in the profit and loss accounts.

Where there is an economic link between an asset and a liability, these are valued in total according to the method described above and only the net unrealised loss is recorded in the profit and loss account.

### Fixed assets

Fixed assets are stated at historical cost less accumulated depreciation. Depreciation is calculated on a straight-line basis over a 3 year useful life. This depreciation is recognised as a charge in the profit and loss account under the heading "Value adjustments on fixed assets".

### Receivables

Receivables are valued at their nominal value. They are subject to value adjustments where their recovery is compromised. These value adjustments are not continued if the reasons which the value adjustments were made have ceased to apply.

### Debts

Debts are recorded at their reimbursement value. Debts are recorded under subordinated debts when their status is subordinated to unsecured debts.

### Revenue recognition

Revenue from membership fees is recognised on an accruals basis in the year to which the membership fee arises.

China-Luxembourg Chamber of Commerce, A.s.b.l.

**NOTES TO THE ANNUAL ACCOUNTS**

**3. Tangible fixed assets**

	<u>31/12/2015</u>	<u>31/12/2014</u>
	EUR	EUR
Gross book value	1.606,00	1.606,00
Depreciation	(1.382,66)	(847,00)
Closing balance	<u>223,34</u>	<u>759,00</u>

**4. Other receivables**

	<u>31/12/2015</u>	<u>31/12/2014</u>
	EUR	EUR
Becoming due and payable within one year		
Membership fee receivable	58.545,00	36.100,00
Value adjustment during the year	(23.550,00)	(11.100,00)
Staff - Cash advances	1.000,00	
	<u>33.995,00</u>	<u>25.000,00</u>

During the year, the Company paid a surplus of EUR 1,000.00 to an employee. This amount will be reimbursed to the Company.

**5. Cash at bank and in hand**

	<u>31/12/2015</u>	<u>31/12/2014</u>
	EUR	EUR
Petty cash	535,50	595,00
Bank of China	71.295,42	77.128,00
Banque International à Luxembourg	58.471,05	51.983,00
Paypal account	1.831,89	807,00
	<u>132.133,86</u>	<u>130.313,00</u>

China-Luxembourg Chamber of Commerce, A.s.b.l.

NOTES TO THE ANNUAL ACCOUNTS

6. Non-subordinated debts

	<u>31/12/2015</u>	<u>31/12/2014</u>
	EUR	EUR
Payments received	2.700,00	2.700,00
Trade payables within one year	6.524,69	6.098,48
Tax debts	3.649,88	3.880,95
	<u>12.874,57</u>	<u>12.679,43</u>

During the year 2014, the Company had received a government subsidy of EUR 2.700,00 which may be payable back to the government as the conditions of the subsidy were not met.

7. Other external charges

	<u>31/12/2015</u>	<u>31/12/2014</u>
	EUR	EUR
Rent fees	10.800,00	11.700,00
Marketing and event costs	12.794,57	12.064,00
Fees for legal services	103,84	-
Fees for bookkeeping services	3.500,00	-
Fees for payroll service provider	1.858,12	-
Travel fees	131,10	675,00
Other expenses	3.844,88	5.880,00
	<u>33.032,31</u>	<u>30.299,00</u>

8. Allocation to value adjustments

	<u>31/12/2015</u>	<u>31/12/2014</u>
	EUR	EUR
Allocation to value adjustments - Fixed assets	535,33	535,00
Allocation to value adjustments - Trade receivables	12.850,00	11.167,00
	<u>13.385,33</u>	<u>11.702,00</u>

China-Luxembourg Chamber of Commerce, A.s.b.l.

**NOTES TO THE ANNUAL ACCOUNTS**

**9. Losses on receivables**

	31/12/2015 EUR	31/12/2014 EUR
Losses on trade receivables	1.200,00	-
	<u>1.200,00</u>	<u>-</u>

**10. Membership fees and other operating income**

	31/12/2015 EUR	31/12/2014 EUR
Subscription fees	72.500,00	127.487,00
Events	5.578,30	-
	<u>78.078,30</u>	<u>127.487,00</u>

**11. Reversal of value adjustments on membership fee receivable**

	31/12/2015 EUR	31/12/2014 EUR
Membership fee receivable	400,00	-
	<u>400,00</u>	<u>-</u>

**12. Off balance sheet Items**

The rental agreement for the Chamber's premises stipulates a bank guarantee of 3 months' rent amounting to EUR 2.400,00. The bank guarantee has not been put in place yet. It is planned to open a special guarantee account at BIL and transfer the cash to that account.

**Annex II**

**CHAMBRE DE COMMERCE CHINE-LUXEMBOURG, A.s.b.l.**

**Audited Annual Accounts**

**for the financial year  
from 1 January 2016 to 31 December 2016**

7, rue Alcide de Gasperi  
L-2981 Luxembourg  
R.C.S. Luxembourg F9609



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**REPORT OF THE HONORARY AUDITOR  
TO THE GENERAL MEETING OF THE MEMBERS OF  
CHINALUX, China-Luxembourg Chamber of Commerce A.s.b.l., Association sans but  
lucratif  
(the Association)**

In accordance with legal and statutory requirements, we are pleased to report to you on the execution of our engagement as Honorary auditor in respect of the annual accounts of the Association for the financial year ended 31 December 2016 following the mandate granted to us.

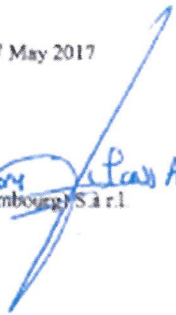
Our examination was carried out in accordance with the provisions of Article 62 of the law of 10 August 1915 (as modified), which does not require the auditor to give an opinion on the annual accounts. Consequently, we have not audited the annual accounts in accordance with International Standards on Auditing.

We have audited the accompanying annual accounts of the Association, which comprise the balance sheet as at 31 December 2016 and the profit and loss account for the year ended 31 December 2016 and a summary of significant accounting policies and other explanatory information and confirm that they are in conformity with the books and records of account submitted to us.

We propose that these annual accounts are approved and that discharge is granted to the Executive Board.

Luxembourg, 17 May 2017

  
Neela Gunewardena  
Class B authorized signatory  
Intertrust (Luxembourg) S.à.r.l.

  
Dennis TERPSTRA  
Class A authorized signatory

Intertrust (Luxembourg) S.à.r.l.  
Société à responsabilité limitée  
R.C.S. Luxembourg B 103123  
Share capital: 1 023 000 EUR



**BALANCE SHEET AS AT 31 DECEMBER 2016**  
Denominated in EUR

<b>ASSETS</b>	<b>Notes</b>	<b>31/12/2016 EUR</b>	<b>31/12/2015 EUR</b>
<b>Fixed assets</b>			
<i>Tangible fixed assets</i>			
Other fixtures fittings, tools, equipment	3	-	223,34
<b>Current assets</b>			
<i>Other receivables</i>			
Becoming due and payable within one year	4	4.200,00	33.995,00
<i>Cash at bank and in hand</i>	5	178.906,32	132.133,86
<i>Deferred charges</i>		371,36	498,36
<b>TOTAL ASSETS</b>		<u>183.477,68</u>	<u>166.850,56</u>
<b>LIABILITIES</b>			
<b>Capital and reserves</b>			
Surplus brought forward		153.975,99	142.942,51
Surplus for the financial year		16.625,76	11.033,48
<b>Creditors</b>			
Becoming due and payable within one year	6	12.875,93	12.874,57
<b>TOTAL LIABILITIES</b>		<u>183.477,68</u>	<u>166.850,56</u>

Luxembourg, 16 May 2017

The accompanying notes form an integral part of these annual accounts.

2

**PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2016**  
Denominated in EUR

	Notes	2016	2016	2015	2015
		EUR	EUR	EUR	EUR
<b>CHARGES</b>					
<b>Staff costs</b>					
Salaries and wages		20.800,00		17.492,79	
Social security on salaries and wages		6.989,45		2.375,51	
			27.789,45		19.868,30
Other external charges	7		30.904,38		33.032,31
Value adjustments	3,8		2.673,34		13.385,33
Losses on receivables	9		17.650,00		1.200,00
Other operating charges	10		116,84		-
Financial charges			23,40		15,03
Surplus for the financial year			16.625,76		11.033,48
<b>TOTAL CHARGES</b>			<u>95.783,17</u>		<u>78.534,45</u>
<b>INCOME</b>					
Membership fees and other operating income	11		72.173,17		78.078,30
Reversal on value adjustments on membership fee receivables	12		23.600,00		400,00
Other interest and other financial income			10,00		56,15
<b>TOTAL INCOME</b>			<u>95.783,17</u>		<u>78.534,45</u>

Luxembourg, 16 May 2017

The accompanying notes form an integral part of these annual accounts.

3

Chambre de Commerce Chine-Luxembourg, A.s.b.l.

## NOTES TO THE ANNUAL ACCOUNTS

### 1. General Information

Chambre de Commerce Chine-Luxembourg, A.s.b.l. ("the Chamber") was founded on 31 May 2013 with the Chinese Ambassador to Luxembourg, HE Mr. Zeng Xianqi as Honorary President. It is organized under the laws of Luxembourg as an Association sans but lucratif.

The registered office of the Chamber is established in Luxembourg, 7, rue Alcide de Gasperi, L-2981. The financial year of the Chamber starts on 1 January and ends on 31 December.

The Chamber is a private organisation, initiated by twenty Founding Members active in China-Luxembourg-related business. It maintains close ties with the Luxembourg government and the local Chamber of Commerce, and with various other organisations represented on the Chamber's Advisory Board.

The Chamber plays a supporting role in business and for culturalties between China and Luxembourg but remains a non-for-profit organization.

The overall goal of the Chamber is to create and maintain a platform that promotes bilateral trade between Luxembourg and China. Specific goals include: (i) To organise, activate, motivate, promote and support China-Luxembourg-related trade initiatives and events such as meetings, workshops and conferences, in order to capture longterm opportunities with a regular focus on areas of mutual interest to accelerate these opportunities; (ii) To build a knowledge base for our members containing useful information in respect of economic missions, contact persons with access to China, service propositions, brochures; (iii) To provide members with assistance in contacting official bodies in Luxembourg, China and other countries, as well as international or national organisations in respect of Chinese inbound and outbound activities.

### 2. Summary of significant accounting policies

#### Basis of preparation

The annual accounts have been prepared in accordance with the generally accepted accounting principles and applicable requirements in Luxembourg under the historical cost convention, as well as to comply with the 21 April 1928 law concerning the accounting and annual accounts of non-profit organizations (Association sans but lucratif).

#### Foreign currency translation

The Chamber maintains its accounts in EURO ("EUR"). Transactions expressed in currencies other than EUR (or other currency) are translated into EUR at the exchange rate effective at the time of the transaction.

Cash at bank is translated at the exchange rate effective at the balance sheet date. Exchange losses and gains are recorded in the profit and loss account for the year.

## **NOTES TO THE ANNUAL ACCOUNTS**

### **2. Summary of significant accounting policies (continued)**

#### **Foreign currency translation (continued)**

Other assets and liabilities are translated separately respectively at the lower or at the higher of the value converted at the historical exchange rate or the value determined on the basis of the exchange rates effective at the balance sheet date. The unrealised exchange losses are recorded in the profit and loss account. Realised exchange gains are recorded in the profit and loss account at the moment the transaction is realised. Consequently, only realised exchange gains and losses and unrealised losses are reflected in the profit and loss account.

Where there is an economic link between an asset and a liability, these are valued in total according to the method described above and only the net unrealised loss is recorded in the profit and loss account.

#### **Fixed assets**

Fixed assets are stated at historical cost less accumulated depreciation. Depreciation is calculated on a straight-line basis over a 3 year useful life. This depreciation is recognised as a charge in the profit and loss account under the heading "Value adjustments on fixed assets".

#### **Receivables**

Receivables are valued at their nominal value. They are subject to value adjustments where their recovery is compromised. These value adjustments are not continued if the reasons which the value adjustments were made have ceased to apply.

#### **Debts**

Debts are recorded at their reimbursement value. Debts are recorded under subordinated debts when their status is subordinated to unsecured debts.

#### **Revenue recognition**

Revenue from membership fees is recognised on an accruals basis in the year to which the membership fee arises.

**NOTES TO THE ANNUAL ACCOUNTS**

**3. Tangible fixed assets**

	<u>31/12/2016</u>	<u>31/12/2015</u>
	EUR	EUR
Gross book value	1.606,00	1.606,00
Depreciation	(1.606,00)	(1.382,66)
Closing balance	<u>-</u>	<u>223,34</u>

**4. Other receivables**

	<u>31/12/2016</u>	<u>31/12/2015</u>
	EUR	EUR
Becoming due and payable within one year		
Membership fee receivable	6.600,00	56.545,00
Value adjustment during the year	(2.400,00)	(23.550,00)
Staff - Cash advances	-	1.000,00
	<u>4.200,00</u>	<u>33.995,00</u>

**5. Cash at bank and in hand**

	<u>31/12/2016</u>	<u>31/12/2015</u>
	EUR	EUR
Petty cash	236,17	535,50
Bank of China	83.065,42	71.295,42
Banque International à Luxembourg	92.182,58	58.471,05
Paypal account	3.422,15	1.831,89
	<u>178.906,32</u>	<u>132.133,86</u>

**NOTES TO THE ANNUAL ACCOUNTS**

**6. Creditors**

	<u>31/12/2016</u>	<u>31/12/2015</u>
	EUR	EUR
Payments received	2.700,00	2.700,00
Trade payables within one year	7.095,88	6.524,69
Tax debts	3.080,05	3.649,88
	<u>12.875,93</u>	<u>12.874,57</u>

During the year 2014, the Company had received a government subsidy of EUR 2.700,00 which may be payable back to the government as the conditions of the subsidy were not met.

**7. Other external charges**

	<u>31/12/2016</u>	<u>31/12/2015</u>
	EUR	EUR
Rent fees	10.800,00	10.800,00
Marketing and event costs	11.731,59	12.794,57
Fees for legal services	-	103,84
Fees for bookkeeping services	2.340,00	3.500,00
Fees for payroll service provider	2.436,40	1.858,12
Travel fees	209,79	131,10
Other expenses	3.366,60	3.844,68
	<u>30.904,38</u>	<u>33.032,31</u>

**8. Allocation to value adjustments**

	<u>31/12/2016</u>	<u>31/12/2015</u>
	EUR	EUR
Allocation to value adjustments - Fixed assets	223,34	535,33
Allocation to value adjustments - Trade receivables	2.450,00	12.850,00
	<u>2.673,34</u>	<u>13.385,33</u>

**NOTES TO THE ANNUAL ACCOUNTS**

**9. Losses on receivables**

	<b>31/12/2016</b>	<b>31/12/2015</b>
	EUR	EUR
Losses on trade receivables	17.650,00	1.200,00
	<u>17.650,00</u>	<u>1.200,00</u>

**10. Other operating charges**

	<b>31/12/2016</b>	<b>31/12/2015</b>
	EUR	EUR
Other duties and taxes	80,00	-
Other charges	36,84	-
	<u>116,84</u>	<u>-</u>

**11. Membership fees and other operating income**

	<b>31/12/2016</b>	<b>31/12/2015</b>
	EUR	EUR
Events	3.524,69	5.578,30
Subscription fees	66.850,00	72.500,00
Other miscellaneous operating income	1.796,48	-
	<u>72.173,17</u>	<u>78.078,30</u>

**12. Reversal of value adjustments on membership fee receivable**

	<b>31/12/2016</b>	<b>31/12/2015</b>
	EUR	EUR
Membership fee receivable	<u>(23.600,00)</u>	<u>(400,00)</u>
	<u>(23.600,00)</u>	<u>(400,00)</u>

**13. Off balance sheet items**

The rental agreement for the Chamber's premises stipulates a bank guarantee of 3 months' rent amounting to EUR 2.400,00. The bank guarantee has not been put in place yet. It is planned to open a special guarantee account at BIL and transfer the cash to that account.

### Annex III

## CHINALUX AGM 2017 – TREASURER’S REPORT

Figures based on 2016 Annual Accounts

### **1. TOTAL ESTIMATED BALANCE @ 31 December 2016: €183,478**

### **2. INCOME 2016: € 95,783.17**

- Membership fees: 70.0 %
- Recovery of prior year membership provision: 24.6%
- Events: 3.7 %
- Others: 1.7 %

### **3. CHARGES 2016: € 79,157.41**

- Fixed costs (premises, staff): 48.7 %
- Variable expenses (events, administration): 51.3 %

### **4. RESULT OF THE YEAR – Surplus for 2016: € 16,625.76**

### **5. OBJECTIVES BUDGET 2017**

- With the additional support of a new part-time staff member since 1<sup>st</sup> April 2017, continue, and build upon, the present accounting and membership invoicing mechanism.
- Reduce the reliance on reimbursement by the Chamber for the expenses and costs of the Chamber’s events. To be achieved by securing event sponsors.



**BALANCE SHEET AS AT 31 DECEMBER 2016**

Denominated in EUR

<b>ASSETS</b>	<b>Notes</b>	<b>31/12/2016 EUR</b>	<b>31/12/2015 EUR</b>
<b>Fixed assets</b>			
<i>Tangible fixed assets</i>			
Other fixtures fittings, tools, equipment	<u>3</u>	-	223,34
<b>Current assets</b>			
<i>Other receivables</i>			
Becoming due and payable within one year	<u>4</u>	4.200,00	33.995,00
Cash at bank and in hand	5	178.906,32	132.133,86
Deferred charges		371,36	498,36
<b>TOTAL ASSETS</b>		<u><u>183.477,68</u></u>	<u><u>166.850,56</u></u>
<b>LIABILITIES</b>			
<b>Capital and reserves</b>			
Surplus brought forward		153.975,99	142.942,51
Surplus for the financial year		16.625,76	11.033,48
<b>Creditors</b>			
Becoming due and payable within one year	6	12.875,93	12.874,57
<b>TOTAL LIABILITIES</b>		<u><u>183.477,68</u></u>	<u><u>166.850,56</u></u>

## 2017 budget - Profit and loss account

	<b>2017 forecast revised (after 13th Dec 2016 BOD meeting)</b>
<b>INCOME</b>	
Membership fees	108,000.00
<i>Individual Membership</i>	11,000
<i>Corporate Membership</i>	76,800
<i>Sustaining Membership</i>	5,000
<i>Founders Membership</i>	15,200
Events	
Interests received	60.00
<b>TOTAL INCOME</b>	<b>108,060.00</b>
 <b>CHARGES</b>	
<b>Fixed costs</b>	<b>70,911.92</b>
Premises (rents + services charges)	10,800.00
Employee costs (permanent staff) assuming 1.5 headcount in 2017	60,111.92
<b>Variable expense</b>	<b>24,390.00</b>
Events	12,000.00
Governance (AGM/EGM meetings, catering, venues, documentation)	1,630.00
General Office Admin	5,000.00
Value adjustments/ losses on memberships receivables	0.00
Ppayroll and HR Tax Management Company	2,980.00
Marketing	1,500.00
Membership recruitment expenses	1,000.00
Financial charges	280.00
<b>TOTAL CHARGES</b>	<b>95,301.92</b>
<b>RESULT OF THE YEAR - Profit / (Loss)</b>	<b>12,758.08</b>

## Annex IV

# CHINALUX ACTIVITY REPORT - 2016

## 1. MEMBERSHIP

*Presented by ChinaLux Membership Committee Lead, Ms. XIE Zhu Jun*

### 1.1 MEMBERSHIP FIGURES

- Total number of members as of 31 December 2016: 161
- Breakdown:
  - Founder and Corporate: 85
  - Individual: 76
  - New Members in 2016: 39

### 2.2 MEMBERSHIP HIGHLIGHTS

- **Meetings with Current and Potential Members**
  - Increased number of monthly meetings
  - Renewed support from the Membership Committee, in cooperation with the Steering Committee
- **Sustaining Membership**
  - Support through meetings and follow-up actions led to the confirmation of two Sustaining Members
- **Inaugural Members-Exclusive Cocktail**
  - Highly successful event for the occasion of Mid-Autumn Festival
  - Mr HUANG Changqing, Chinese Ambassador to Luxembourg, ChinaLux Honorary President, delivered a welcome speech to the Members
  - This event was introduced to the ChinaLux Calendar as an additional, unique benefit for Members
  - Due to its success, the Members-Exclusive Cocktail will be repeated in 2017

## 2. EVENTS & COMMUNICATIONS

*Presented by ChinaLux Events & Communications Committee Lead, Mr. Mikkel Strørup*

### 2.1 EVENTS

#### 2016:

- Chinese New Year 2016 Reception, 23 February 2016 (Co-Host)
- Euro-Asie Schengen Travel Chinese New Year Celebration 2016, 24 February 2016 (supported event)
- Mission to China, 1-6 May 2016 (supported mission)
- Private Visit to Bofferding Brewery, 30 March 2016
- 2016 Annual General Meeting and Extraordinary Meeting, 29 June 2016
- Breakfast Seminar on China's Economy with David Schlesinger, 5 July 2016
- Members only invitation: Moon Festival Members Cocktail, 15 September 2016
- Luxembourg for Finance China Mission 2016, 25-28 October 2016 (ChinaLux representation – attendance by President)
- One Belt One Road Event Series Launch – Luxembourg is on its Way, 10 November 2016
- BRIC Event, 17 November 2016

#### 2017:

- **To date:**
  - 2017 Chinese New Year Gala, 15 February
  - Sinolux Schengen Culture Communications A.S.B.L Chinese New Year Event, 16 February (supported event)
  - One Belt One Road – Logistics, 7 March (Co-Host: Chambre de Commerce)
  - Luxembourg, an European gateway for China: update on Private Equity / M&A, 14 March (Co-Host: LPEA)

- Discover the New Resident Permit for Third-Country Individual Investors, 14 March (supported event)
- LPEA Insights: 360 GP View Conference, 26 April (partnering event)
- A Changing Chinese Economy, What does it mean for the Benelux?, 29 May (supported event)
  
- **Upcoming:**
  - One Belt One Road Event Series: ICT & Finance Seminars
  - Private Equity & Real Estate Event
  - ChinaLux Exclusive, Members-Only Cocktail
  - 2017 BRIC Event

## 2.2. Communications: PR & Media

- Chinese New Year Gala:
  - Chinese New Year Reception to Welcome Year of the Monkey, Chronicle.lu, 18 January 2016
  - Luxembourg Welcomes Year of the Monkey at Chinese New Year Reception, Chronicle.lu, 12 February
- Private Visit to Bofferding Brewery:
  - Chinalux to Visit Bofferding Brewery, Chronicle.lu, 14 March
  - Private Visit to Bofferding Brewery - Der lange Weg des Bieres: Seit grauer Vorzeit gehört die Brauindustrie zum Großherzogtum. Selbst in China genießt das luxemburgische Bier einen ausgezeichneten Ruf. (The Long Journey of Beer: The Brewing Industry has belonged to the Grand Duchy since Brewing Began. Even in China Luxembourg Beer Enjoys an Excellent Reputation), Tageblatt, 30 March 2016
- Breakfast Seminar on China's Economy with David Schlesinger:
  - a. Chinalux Announces Breakfast Seminar, Chronicle.lu, 15 June 2016
- Moon Festival Cocktail:
  - a. Chinalux Announces Moon Festival Members Cocktail, Chronicle.lu, 7 September 2016
- One Belt One Road Event Series Launch:

- a. Chinalux Announces China's One Belt, One Road (OBOR) Initiative, Chronicle.lu, 25 October 2016
- b. One Belt One Road Event Series Launch – Luxembourg is on its Way, Lëtzebuenger Journal, 11 November 2016

### **2.3 Social Media: Accounts**

- Twitter: @chinaluxchamber
- LinkedIn: China-Luxembourg Chamber of Commerce