



**Enclosure 1**

**Turnover Specification Form for telecom operators**

**IMPORTANT:** Please complete this form in block letters. Have the form signed by an authorized person. For more information about how to fill out this form, please refer to enclosure 2 "Guidelines for submitting a turnover statement". Please return the completed form to ACM no later than **31 December 2022**.

**1. Details**

Name of undertaking as registered with the Chamber of Commerce:

.....

Chamber of Commerce number: .....

Who can ACM contact in case of questions about this specification?

Name of contact person:..... 0 M 0 F

Telephone number: .....

Email address: .....

Preferably to mention an e-mail address here, which is not personal. In the future, ACM will use this e-mail address for its call to provide turnover data.

Please notice: Any Invoices will be sent to the address registered with the Chamber of Commerce

## 2. Group Turnover Specification

Does your undertaking belong to a group of undertakings (within the meaning of Section 24b of Book 2 of the Dutch Civil Code\*), within which other companies provide public electronic communications activities in the Netherlands, too?

\* ACM advises you to direct any further questions to your accountant.

- Yes (Proceed with this field)
- No (Proceed to field 3 or 4)

If your answer is yes, you are obliged to submit a group turnover specification. Please indicate below which situation is applicable to your undertaking:

The undertaking mentioned in field 1 will submit the group turnover specification for the group of undertakings. Please enter below the names and registration numbers of the undertakings to which the turnover specification pertains:

- 1).....
- 2).....
- 3).....
- 4).....
- 5).....

In this situation, you are also required to include the following details:

a. A statement from your Auditor confirming that your undertaking, together with the aforementioned undertakings, belongs to a group of undertakings within the meaning of Section 24b of Book 2 of the Dutch Civil Code.

b. Proof that the person signing the form is authorized to do so. For example, you could submit a copy of the registration with the Dutch Chamber of Commerce, containing the authorization to sign. This copy must be certified and must be less than one year old.

The undertaking named in field 1, as a constituent of a group of undertakings, does not submit a separate turnover specification of its own. The net turnover (relevant or otherwise) for 2018 of said undertaking is included in the turnover specification of:

.....  
(name of party submitting the group turnover specification)

**If you have entered all of the required information, please proceed.**

**ATTENTION:** Based on the amount of your relevant net turnover\*, you will have to fill out either field 3 or field 4. In each field, you will see what details you need to include with your turnover specification. Please fill out the applicable fields.

\* See enclosure 2 for more information about the term 'relevant' 'net turnover'.

## 3. If your relevant net turnover is less than €2 million.

- Your relevant net turnover in **2020** was equal to or exceeds €2 million.  
We expect a response from you. However if your relevant net turnover in **2021** is less than €2 million you do not need to submit your turnover data. For now, it will be sufficient to send us an e-mail stating that your relevant net turnover is less than €2 million.
- Your relevant net turnover in **2020 en 2021** is less than €2 million.  
For now, there is no need to submit your turnover data.

**4. If your relevant net turnover is more than €2 million but less than €12 million, please complete the field below:**

In 2021, the relevant net turnover\* of the undertaking mentioned above amounted to:

€

Please write out the amount in words:

.....  
.....

\* See enclosure 2 for more information about the term 'relevant' net turnover.

**If you have entered all of the required information, please proceed to field 6.**

**5. If your relevant net turnover is equal to or exceeds €12 million, please complete the field below:**

In 2021, the relevant net turnover\* of the undertaking mentioned above amounted to:

€

\* See enclosure 2 for more information about the term 'relevant' net turnover.

Please write out the amount in words:

.....  
.....  
.....

You are required to include additional details regarding your turnover. Two situations are possible:

1. Is your relevant net turnover equal to your total net turnover?

If so, please include a copy of your annual accounts stating the amount of your net turnover, supported by the Auditor's report thereof.

2. Is your relevant net turnover lower than your total net turnover?

If so, please include a detailed specification of your relevant net turnover, in which it has been made clear, and supported with reasons, which services and thereto-related turnover are considered not to be relevant. In addition, you are required to state the amount of your total net turnover. The detailed turnover specification must be supported by an Auditor's report. Furthermore, you are required to include a copy of the annual accounts.

**If you have entered all of the required information, please proceed to field 6.**

**6. Consumer Complaints Board for Telecommunications**

The undertaking named in field 1 provides services to:

- Consumers (proceed with this field)
- Businesses (proceed to field 7)
- Consumers and businesses (proceed with this field)

The undertaking named in field 1 grants ACM permission to inform\* the Consumer Complaints Board for Telecommunications (SGC) about the category (1, 2 or 3) in which you think you belong according to the tariff system of the SGC:

- Yes
- No

\* For more information, see enclosure 2 under "Consumer Complaints Board for Telecommunications".

**If you have entered all of the required information, please proceed to field 7.**

### 7. Signature

*I hereby declare that all information stated above is true, correct and complete. I additionally declare that I am able to prove that I am authorized to sign the turnover specification on behalf of the undertaking listed under 1, should ACM wish to verify this authorization.*

Place and date: .....

Name: .....

Signature: .....