



AMICORP

Stand out from the crowd

Amicorp Fund Services

The highest quality in everything we do





AMICORP

Amicorp
Fund
Services

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Amicorp Fund Services is distinguished by its commitment to the highest level of accuracy and timely delivery of services. Our core business includes NAV calculation, investor services, fund set-up, corporate management and compliance. This complete support package offers our clients the freedom and time to focus on their own competences of investment management and capital raising.

High quality is much more than delivering the agreed services at the agreed time. Amicorp's strength is our ability to improvise, our flexibility to accommodate the specific needs of our clients and our commitment to continuous innovation. Our aim is to provide top quality and unsurpassed service.

Amicorp Fund Services has been active as a fund administrator since 1995, and is a division of the Amicorp Group.



www.amicorp-funds.com

Fund Administration

Reliable and Responsive

Reliability is of the utmost importance in fund administration. We achieve our trademark accuracy and timeliness by:

- Fully automated fund administration based on globally recognized, state-of-the-art technology;
- Automatic feeds of financial data, whether broker information or market data;
- A final review by a team of highly experienced professionals; and
- Allowing for sufficient workforce to absorb workload peaks, often rotating staff or supplying additional staff to clients as required.

NAV Calculation

The Net Asset Value (NAV) calculation process includes confirmation of all security balances and independent verification of prices where available. All fund assets, liabilities, revenues and expenses are reconciled in detail. This attention to detail emphasizes the responsibility Amicorp feels towards investors, an inherent element in the administration relationship with the fund.

To process all the information needed to prepare the NAV reporting package, Amicorp Fund Services currently uses PFS Paxus, a specialized fund accounting system, which integrates NAV calculation, investor administration, general ledger and KYC/AML features. PFS Paxus supports multiple electronic links for pricing, corporate actions, and trade downloads. This thoroughly tested and widely used system ensures state-of-the-art fund processing.

Investor Services

Amicorp maintains the investors' register and processes all communication with present and prospective investors, including subscriptions, redemptions, transfers, switches and corporate actions. We perform KYC/AML due diligence on prospective investors of the funds under our administration. Amicorp is an approved transfer agent for Euroclear/FundSettle.



Fund Set-up and Corporate Management

Selection of Jurisdiction

The proper jurisdiction is an important driver of the success of a fund. Amicorp Fund Services assists in determining the appropriate jurisdiction, structure and other details of the fund. We evaluate the advantages and disadvantages of different fund jurisdictions to ensure that the operation of the fund is as smooth as possible, without unnecessary regulatory, tax and operational complications.

Turn Key Fund Structuring

Amicorp Fund Services provides turn key fund structuring services including incorporation of the fund vehicle, preparation of the offering document and applicable agreements, opening bank and brokerage accounts, and establishing operational procedures. We rely on the expertise of the most reputable law firms in the relevant jurisdictions.

Fund Directorship

When acting as the director of a fund, Amicorp ensures that the ground rules of the fund as laid down in the offering document are adhered to throughout the fund's life. Where these rules require interpretation, we will balance the interests of all stakeholders evenly.

Amicorp's corporate management services include:

- Providing corporate and, in certain circumstances, personal directors;
- Registered office address and domiciliation;
- Maintaining principal corporate records and appropriate registers;
- Preparing and executing board resolutions; and
- Organizing shareholders' annual general meetings.

Amicorp Group

The Amicorp Group, a financial services company, specializes in providing corporate and trust management services, private wealth and estate planning, fund services, corporate, asset and project finance structuring and business process outsourcing services. Amicorp delivers responsive and personalized services to a broad range of corporate and individual clients, working hand-in-hand with them to provide the best possible solutions. Close collaboration with our clients gives us valuable insight into their developing and dynamic business environment, and therefore is essential to successful management of their overall business processes.

Our clients with international operations and investments benefit from the support of Amicorp's proactive and result-driven team. To meet the challenges of today's complex international business environment, Amicorp professionals assist in designing and implementing creative and innovative strategic corporate solutions. Amicorp works exclusively in stable political and legal environments to ensure the security and practical results our clients require and expect.

Global Presence

The Amicorp Group is comprised of a worldwide team of more than 450 specialists with a wide range of expertise and experience, in over 20 countries. Amicorp Fund Services is present in the Americas, Europe and Asia. We benefit from this global presence in order to minimize the turnaround time to our clients.

For further information, please visit www.amicorp-funds.com or contact one of the following specialists:

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