

A banner image showing a low-angle view of several modern glass skyscrapers reaching towards a clear blue sky. The text "Fund Services Overview" is centered in a white box with a dark border.

Fund Services Overview

Helping Managers to Manage Funds

As a fund manager, your primary objective will be to optimise investor returns within agreed investment parameters.

You need the support of a service provider with the resources and expertise to allow you to focus on achieving your overarching objective, whilst ensuring that all aspects of the back office operations are delivered to the highest standard of quality and integrity to support the growth of your investment business.

With this aim in mind, we will work with you to select the most appropriate fund structure that is best designed to meet your needs, those of the client, and your investor base.

You will benefit from our innovative proven technology to better manage your shareholder and service provider relationships, conduct complex trades and provide compliant reporting throughout – all in one reliable, robust solution. Our goal is to help you meet the demands of your business in a timely, cost effective manner.

Fund Establishment

- Project manage your funds requirements from concept to launch including completion of all constituent documentation
- Perform due diligence procedures on all key parties to the fund
- Establish fund bank/brokerage/trading accounts and key service provider relationships as required, including legal, audit, banking and custody

Accounting & Valuation Services

- Calculation of net asset value and share/unit price, including performance fee accruals and expense accruals

- Dissemination of official net asset value on a regular basis to investors & pricing providers
- Independent pricing of market investments
- Maintenance of fund accounting records including equalisation models
- Verification and download of trade activity and information
- Reconciliation of accounting records to Investment Adviser, Custodian and/or Prime Broker records
- Maintenance of corporate actions and dividends
- Preparation of annual financial statements and where required, ad-hoc statements
- Liaison with external auditors

Shareholders Services

- Maintenance of the prime Shareholders' Register including collation of all investor due diligence
- Correspondence and communication with shareholders
- Preparation and dispatch of purchase and redemption contract notes
- Validation, acceptance and settlement of subscription and redemptions requests
- Performing the necessary actions of a transfer agent
- Set up and maintenance of necessary client and fund accounts - we maintain strong relationships with a number of the global banks

Statutory Services

- Maintenance of all requisite corporate records
- Drafting and circulation of Board resolutions
- Convening Board and Shareholders meetings
- Registration and annual renewal of all necessary licenses
- Execution of corporate documents, resolutions, powers of attorney, agreements
- Acting as registered agent or company secretary and providing registered office

Summary

In today's increasingly fast-paced global securities markets, demands on investment fund managers have never been greater.

The primary objective of an investment manager is to optimise investment returns whilst operating within agreed risk parameters. However investors, and increasingly promoters, require accurate, timely, real time complex reporting data provided in accordance with demanding and growing legal and regulatory requirements.

The investment manager therefore needs the services of an independent, specialist service provider with the resources, skills and experience to allow them to focus on achieving their objectives, whilst ensuring that all aspects of the back office operations are provided to the highest standards of quality and integrity.

We can support your business by providing market leading technology customised to provide added value and improve your relationship with shareholders, promoters and other service providers.

Our proposition includes an efficient and effective cost base coupled with a client service ethos designed to add speed, quality and flexibility to the administration service.

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About Abacus Trust Group

We are a leading fiduciary and professional administration services specialist based in key jurisdictions.

As an independent and privately-owned group of companies, our principle of applying integrity, independence and insight to meet our clients' requirements has gained us recognition as a leader in our field.

We provide premier onshore and offshore solutions to an international client base, delivered by a team of multi-disciplined, multi-lingual, resourceful and innovative professionals

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