

Global Fund Services

With the evolution of the fundamental fund administration model, service providers are being tasked with moving beyond their traditional roles to provide a more comprehensive offering. The Maples Group is committed to being a dedicated partner who takes a high touch approach, acting as a true extension of a fund manager's day-to-day operations. We bring a deep understanding and appreciation of a fund's structure, domicile, operations, regulatory requirements and investor needs, as well as the proprietary elements of the strategy, systems and processes that help differentiate us.

Fund Accounting

- Calculate fund net asset values and capital account balances;
- Reconcile cash and positions to prime brokers and counterparties;
- Provide independent valuation of portfolio investments in accordance with the fund's valuation policies;
- Prepare general ledger reporting including trial balance, balance sheets and income statements;
- Prepare portfolio reporting including position reports detailing cost, market value and unrealised gains and losses, tailored to a fund's requirements;
- Allocate profit and loss and fees as appropriate on multi-class, multi-series or partnership funds;
- Calculate fees and equalisation adjustments in accordance with service agreements;
- Calculate performance fees, equalisation adjustments or waterfall and carried interest amounts in accordance with the terms of the fund documents; and
- Provide customised reporting dashboards through our secure web platform, Manager Portal.

Financial Statements

- Prepare and submit to the fund's auditors certain accounting records and supporting schedules; and
- Prepare financial statements for the fund, including relevant note disclosures under IFRS, GAAP or AAOIFI accounting standards.

Investor Services

- Maintain the share register of the fund;
- Perform investor due diligence in accordance with applicable jurisdictional anti-money laundering legislation;
- Process subscriptions, transfers, redemptions and distributions in accordance with the fund's documents;
- Process the receipt of subscription funds and payment of redemption proceeds;
- Open and operate bank accounts in required currencies on behalf of the fund to receive subscriptions and pay redemptions, fees and other amounts as required;

- Provide secure, online access to investor reporting including balance and transaction information, contract notes, statements, notices and other ancillary documents and correspondence; and
- Respond to ad hoc inquiries from investors and their authorised representatives.

Middle & Back Office

- Carry out automated trade and market data capture, including security master and corporate actions as well as independent prices from Bloomberg, IDC and Markit;
- Ensure connectivity with all major prime brokers, custodians and counterparties;

- Undertake daily cash, trade and position reconciliations;
- Provide trade and corporate action break resolution through automated drill down via Fund Recs;
- Prepare daily profit and loss reporting detailed by security or categorised to meet your monitoring requirements; and
- Provide portfolio risk management and analytics through access to customised reporting dashboards.

For further information on our services, please contact:

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