

■ | PRIVATE EQUITY FUND ADMINISTRATION SERVICES

Ultimus Fund Solutions is an independent third-party administration firm with expertise in accounting and investor services for private equity firms.

Ultimus Fund Solutions provides you with a comprehensive suite of services that can increase efficiency and introduce best practices while reducing operating costs. Our team of experienced professionals provides high quality, customized solutions to fund managers. We provide a high level of flexibility ensuring that your needs are met in a timely manner.

Whether your fund is a startup or well-established complex structure . . . whether you have been administering it in-house or would like to make a change in your current outside administration...

Outsourcing your fund's administration to Ultimus allows you to focus on investments, knowing that the fund administration details are being handled by experienced professionals with a high level of client satisfaction and customer service.

Pre-launch services include:

- Review of Offering Materials prior to launch
- Establishment of bank accounts and financial controls
- Distribution of Offering Documents
- Processing of Capital Commitment documents
- Anti-Money Laundering compliance
- Customized design of quarterly investor reports
- Design of capital call letters

Post-launch services include:

- Issuing capital calls and distributions
- Fund accounting and financial reporting
 - Tracking of special allocations
 - Calculating management fees, preferred return, carried interest and IRR's
 - Maintenance of capital accounts
 - Waterfall computation
 - Investor accounting
 - Customized investor reporting
 - SPV/SPE/AIV accounting
 - Support for multi-currency and foreign exchange accounting
- Access to reports and key documents via web-portals
- Online access to key financial information such as investor contributions, distributions, rates of return and fund level financial data
- Banking and treasury functions – payment of fees and expenses
- Distribution of investor reports
- Calculation and processing of distributions
- Audit and tax management
- Due diligence inquiries
- Preparation of the initial draft of the Annual Report

Our culture is focused on being accurate, responding quickly to needs and requests and going the extra mile for our clients.

ULTIMUS FUND SOLUTIONS team of experienced professionals provides high quality, customized solutions to private equity fund managers. We help private equity fund managers navigate the fund administration challenges by ensuring the proper internal controls and fund management tools are in place so they can focus on investments and investors.

Our Team

Ultimus' team members are recruited through a rigorous selection process, trained through our in-house training program and have strong technical skills (majority of accountants are CPAs). Our culture is focused on being accurate, responding quickly to needs and requests and going the extra mile for our clients.

We are Process Driven

We are a process driven organization with comprehensive written procedures to guide our activities. These processes have been constructed to ensure operational excellence and quality control throughout every aspect of our operation. Our adherence to these procedures is documented in our comprehensive SOC 1 type II report compiled by a major public accounting firm on an annual basis.

Our Specialized Accounting Systems

Ultimus employs fund accounting systems specialized for the needs of private investment funds, enabling us to systematically calculate management fees and carried interest, and create fund and investor performance reports. It accounts for side pocketed investments, investments denominated in foreign currencies, investor capital activity, special allocations to GP's and LP's and multi-level ownership structures in a straight-through processing environment.

What does this mean for you?

Even if your fund has a highly complex structure, we have the people, processes and systems to adapt to your needs and can provide you with operational excellence and superior customer service.

We look forward to speaking with you.

Please contact us today at inquiry@ultimusfundsolutions.com or 800.813.1421

www.ultimusfundsolutions.com