



Advanced Fund Administration

Service Overview

AFA Summary

About AFA

- Advanced Fund Administration (“AFA”) is a privately-owned hedge fund and private equity fund administration firm established in the Cayman Islands in January 2008 by Peter M.O. Young. In September 2009 AFA expanded its global footprint into the United States by opening its Summit, New Jersey office trading as Advanced Fund Administration LLC, and in November 2014 established an office in BVI, trading as Advanced Fund Administration (BVI) Ltd. AFA is also rolling out a Luxembourg based solution to meet the fund administration needs of our European based clients electing to domicile in Luxembourg.
- In 2013 AFA expanded its service offering to include offshore legal services via AFA Legal Resources (Cayman) Ltd, as well as introducing AFA Advisory Services to address the needs of early stage fund managers. In 2014 AFA launched AFA Legal Resources (BVI) Ltd to offer legal services to our BVI domiciled client base.
- AFA is a SSAE16 Type II compliant, boutique fund administration firm providing comprehensive and cost-effective fund administration solutions to all types of fund structures and investment strategies. The core of AFA’s service combines robust technology and experienced staff, offering clients personalized service and continuous access to AFA’s Executive Management Team. AFA values each client relationship and prides itself on partnering with its clients throughout the fund lifecycle and beyond.

AFA Summary - continued

Executive Management

Peter M.O. Young - B.Sc, BBA, CPA, CEMBA, Acc. Dir. , MAFM

- Peter M.O. Young is the President, Chief Operating Officer and Founder of Advanced Fund Administration (Cayman) Ltd. (“AFA”). Prior to establishing AFA, he was the Executive Vice President and Principal Operating Officer for Citi Hedge Fund Services (Cayman) Ltd., (formerly, BISYS Hedge Fund Services (Cayman) Limited) with responsibility for its Cayman Islands operation. Prior to joining BISYS, Mr. Young was the managing partner and CEO of Rothstein Kass & Company's Cayman Islands office, which included Rothstein, Kass & Company (Cayman) Certified Public Accountants and RK Consulting (Cayman) Ltd. Mutual Fund Administrators respectively. During his tenure as managing partner of Rothstein Kass & Company's Cayman Islands office, Mr. Young oversaw the audit and administration of over 450 hedge funds with over \$45 billion in assets under management. He has extensive experience serving as a director for some of the largest hedge fund complexes and other investment companies in the industry. Mr. Young’s professional memberships include the American Institute of Certified Public Accountants, the American Accounting Association, and the Cayman Islands Society of Professional Accountants. He holds a B.S. degree in Accounting, a B.B.A. degree in Business Administration, a Certificate in Executive MBA, and an MAFM (Master of Accounting & Financial Management) degree from DeVry University, Keller Graduate School of Management and is an Accredited Director, certified under the Canadian Institute of the Canadian Institute of Secretaries, as well as being a Certified Public Accountant.

AFA Summary - continued

Legal Team

Wilton G. McDonald II, Cert., B.Sc, BBA, LLB (Hons.), MBA, LLM, PhD (C), ACCA, FCCA (ret.)

Wilton McDonald II, Esq. is responsible for providing legal services to Cayman and BVI domiciled funds, as well as several other jurisdictions. Wilton has over 20 years of financial services and legal experience setting up over 400 hedge funds and investment fund structures, and has worked closely with start-ups as well as “blue chip” investment fund managers, administrators and onshore counsel, based primarily in the USA, United Kingdom, Luxembourg, Switzerland, Brazil, Hong Kong/ China, UAE- Dubai, Abu Dhabi, Russia, and Japan. Wilton also serves as independent director and advisor to the alternative investment community. Wilton’s investment funds practice has afforded him the opportunity to gain experience in general corporate, partnership, trusts, and commercial law, liquidations, as well as experience in securities and secured lending transactions, and IPOs/ stock exchange listings. By way of background, Wilton was admitted to the bar: in 2004 as an Attorney in the Cayman Islands and Jamaica, and as

a Barrister (British Virgin Islands Circuit) and also in 2002/ 2003 as an Attorney in Connecticut (ret), and New York, USA. Prior to establishing Iberia Legal Ltd. in 2010, Wilton built a US\$3.5 million practice at Truman Bodden & Company as Head of the Investment Funds Dept. (between 2006 - 2010). Wilton was also employed as an investment funds associate in the Cayman Islands office of Ogier and Lennox Paton, Nassau, Bahamas. Wilton completed a BSc/ BBA degree from Northern Caribbean University, an MBA from Andrews University, a Bachelor of Laws degree from University College London (graduating with upper-second class honors), a Master of Laws degree from Fordham Law School and completed the residence requirement for the Doctor of Juridical Science degree at Cornell Law School. He is currently working on a doctoral thesis in law, finance and economics, and is a retired Fellow of the ACCA in the United Kingdom.

AFA Summary - continued

Management Team

Cecile Meikle, B.Sc. (Hons.), FCCA - Fund Accounting Manager

Ms. Meikle is employed as a Fund Accounting Manager in the Cayman office of Advanced Fund Administration (AFA) for the past eight years. Cecile has over 17 years of professional work experience in the financial services industry. In her role at AFA she is responsible for a diverse portfolio of hedge fund and private equity fund clients and oversees the preparation and review of U.S. GAAP compliant financial statements for AFA's clients and liaises with external auditors during a fund's annual review. Prior to joining AFA in 2009, Cecile was a Senior Manager at major accounting and auditing firms including Rothstein Kass and Company (Cayman), and Ernst and Young (Cayman). Ms. Meikle is a Chartered Certified Accountant, a Fellow of the Association of Chartered Certified Accountants (FCCA) in the U.K. and a member of the Cayman Islands Society of Professional Accountants. She also holds a Bachelor of Science (Hons.) degree in Management Studies from the University of the West Indies (Mona campus in Kingston, Jamaica).

AFA Summary - continued

Technology Platform

•AFA operates on a fully integrated accounting and reporting platform utilizing Pacific Fund Solutions - Paxus technology, providing straight-thru-processing and complete transparency, and delivering customizable reports to fund managers and investors.

PFS – Paxus

•PFS-PAXUS is a specialist accounting and administration application system designed for alternative fund administration, integrating into one system all the processes normally performed on multiple systems. These include securities portfolio accounting, profit allocation system, multi-currency general ledger, advanced fee calculations and share registry/transfer agency module. Benefits of this approach include increased efficiency, reduced risk of error, faster valuations, the ability to support complex investment structures, simplified IT infrastructure and vastly reduced IT costs.

•PFS-PAXUS has a fully integrated web access module, PFS-CONNECT, which provides investors, their advisors and fund managers with real time access using the latest .NET technology. PFS-CONNECT is tightly integrated within the core PFS-PAXUS product, allowing operations users to maintain and control most of the web access functions from within the core PFS-PAXUS application, thus reducing the need for expensive IT staff involvement in day-to-day web access operations.

AFA Fund Administration

- AFA Fund Administration Services offers a comprehensive and cost-effective solution to fund managers and related management companies, remaining flexible in providing fund administration services to address varying client needs. AFA's fund administration expertise services all types of hedge fund and private equity fund structures and investment strategies.
- A critical factor separating AFA from other fund administrators is our in-depth knowledge of the alternative investment industry and our commitment to fully understand a fund's structure and investment strategy while ensuring the governing fund documents properly reflect fund economics prior to the commencement of operations.

Technology

Hedge Funds and Fund of Funds

- AFA utilizes Paxus, a fully integrated accounting and reporting platform, providing comprehensive and multi-currency investment management solutions that support all aspects of fund portfolio management. With a true General Ledger tightly integrated at the core of the system, all investment activity is recorded to provide complete audit trails for efficient drill down analysis, and proper auditing and reporting. The Paxus platform provides fund managers with accurate information, transparency and foresight into a fund's performance, and facilitates fee calculations, investor allocations, financial and account statement generation, and other reporting functionality.

Private Equity Funds and Fund of Funds

- AFA utilizes the Paxus accounting and reporting platform to support its Private Equity service offering, and to communicate with investment managers to provide timely reports and analysis. The Paxus platform's integrated investment lifecycle and allocation capabilities provide AFA with a unique advantage in servicing private equity funds. Paxus is scalable as the number and size of the portfolio investments grow, resulting in a cost effective service model to support NAV calculations, allocations, performance reports, investor capital statements, and capital call notices.

AFA Fund Administration - continued

Investment Tracking and Analysis

Hedge Funds and Fund of Funds

- AFA serves as the official books and records of the fund, recording all aspects of a fund's trading activity, and validating pricing in accordance with the fund's pricing policy and prices published by third party pricing sources such as Bloomberg, IDC, etc. AFA has the flexibility to customize reports, providing the investment manager with a comprehensive analysis of fund performance and transparent communication of fund results to investors.

Private Equity Funds and Fund of Funds

- AFA records all aspects of our clients' portfolio company holdings beginning with equity or debt securities transactions and storing key parameters (e.g. conversion ratios, expiration dates, payment schedules and restrictions). Portfolio investment valuations are updated in accordance with the fund's pricing policies, to allow for monitoring of overall fund performance. In addition, we have the flexibility to customize reports, providing the investment manager with a comprehensive analysis of fund performance and transparent communication of fund results to investors.

Investor Allocation and Reporting

- The Paxus platform features an integrated allocation engine which can perform complex calculations such as waterfalls, tiered hurdle rates, and clawbacks, as well as an extensive design allowing AFA to customize fee calculations for its clients. AFA's reporting platform provides complete transparency, while offering multi-currency support and flexible reporting. For distribution of investor statements, AFA also offers a secure investor web-portal featuring a two-factor authentication process and the ability to securely partition folders inside the data room for controlled access.

AFA Fund Administration - continued

Accounting Services

- Maintain tax lots of investments, record Fund investment transactions in Fund's general ledger, and update accounting records for corporate actions
- Verify the market value of portfolio using independent pricing sources and/or a Fund's valuation policy
- Reconcile portfolio positions and cash balances to prime broker/custodian bank
- Calculate and accrue all income and expenses
- Calculate gains and losses (security and currency)
- Prepare and deliver financial reports and analysis to fund managers

Investor Services:

- Perform AML/KYC due diligence
- Facilitate the subscription/contribution and redemption/withdrawal process, and capital call process
- Maintain share register and related activity
- Calculate economic allocation to investors of book profit and loss
- Calculate management fees and investor incentive fees and reallocation (or payment) of profit to Advisor • Prepare and distribute investor statements via web-based investor portal and respond to investor inquiries

Cash Management Services:

- Establish escrow account in the Fund's name and serve as signatory on the account
- Coordinate/assist with the movement of money for subscriptions/redemptions, distributions, capital calls, and vendor invoice/expense payments

Year-End Financial Services:

- Prepare initial draft of fund's annual financial statements with supporting schedules and footnotes, and provide year-end audit assistance
- Regulatory Reporting Assistance – includes FATCA reporting and assistance with Form PF

AFA Advisory Services

Registered Office

- AFA provides full registered office and registered agency services to all companies, partnerships, and registered trusts
- AFA Advisory Services provides a specific set of deliverables to managers of early stage hedge funds and private equity funds, as well as established fund managers who seek to increase Fund AUM through development of an institutional grade product. AFA partners with its advisory clients to prepare the necessary marketing collateral and develop a detailed roadmap to navigate the various stages of fund raising. Following are the key components of AFA Advisory Services:

Marketing and Capital Raising

- Having a well-thought out and organized marketing strategy is a key component prior to beginning the process of raising capital. AFA Advisory Services assists in developing the marketing collateral necessary to implement a fund's marketing strategy. Specific deliverables produced include:
 - Pitch Book/Marketing Deck
A summary of the firm's qualitative and quantitative characteristics to include firm history, organizational chart, team member biographies, description of the investment strategy, current fund performance, prior track record of principals (if applicable), case studies (long and short), description of fund terms, service providers and risk disclosures.
 - Tear Sheet
This one-page fact sheet is a monthly summary of key characteristics of the Fund including a description of the investment strategy, monthly net performance, risk/reward analysis, peer group analysis, benchmark analysis, current AUM, service providers and contact information.
 - Business Development
For business development purposes, AFA can introduce clients to AFA strategic partners focused on raising capital and growing assets under management.

AFA Legal Services

- AFA Legal Resources (Cayman) Ltd. and AFA Legal Resources (BVI) Ltd (together “AFA Legal”), serve a diverse, international client base worldwide, providing general advisory services, advice on structuring vehicles (including companies, SPVs, SPCs, partnerships and trusts), liquidations, legal opinions, and post launch legal advisory services.
- AFA Legal offers services in Cayman, BVI and Bahamas with capacity to service other offshore and onshore jurisdictions through its extensive legal network and partners worldwide. The profile of its clients includes large institutional investors and banks, high net worth individuals, family offices, fund managers, as well as start-up advisory companies.

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AFA Legal Services - continued



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Investment Funds

- AFA Legal will advise fund managers and promoters on the offshore structure, operation and domicile of their investment funds. We also collaborate with onshore fund managers and legal counsel on domestic onshore feeders regarding offshore master fund vehicles. Services include drafting documents, advising on local regulatory issues and facilitate filings with local regulators, and activate and engage relevant service providers.

Liquidation Services

- AFA Legal has vast experience in liquidating all types of Cayman Islands and BVI vehicles. We can assist with the striking off an entity from the active Register of Companies, or act as liquidator on a voluntary liquidation and winding up of a Cayman/BVI company or Fund. Fees will be determined on a case by case basis. The average lead time to strike a Cayman/BVI entity will be around 3 to 5 business days. A voluntary liquidation is more protractive and may take several months to be dissolved once final creditors and final meeting of members have been held, and final accounts of the defunct entity have been presented and approved at such meetings.

Private Client and Trusts

- AFA Legal provides integrated advisory, succession and estate planning advice to high-net-worth individuals, families and their trustees across many jurisdictions. Specializations include:
 - Structuring property, yacht and aircraft acquisitions, onshore and offshore, and assistance with obtaining finance/ mortgages from blue chip institutions.
 - Trusts (including the set-up of Cayman STAR or purpose trusts) and general advice on trusts law.
 - Tax-efficient structures for philanthropy and the acquisition of assets of all types and classes.

AFA Legal Services - continued



- Issuing legal opinions for domestic and cross border transactions

Corporate Commercial

- AFA Legal and our global partners in law have a wealth of experience in a wide range of international corporate and commercial arrangements including:
 - Intellectual property (IP) transactions
 - Cayman Enterprise City (CEC) collaboration – registering free zone companies
 - Distressed real estate
 - Performing and non-performing loans
 - mergers & acquisitions
 - joint ventures
 - mediation agreements
 - commercial contracts
 - commodities and international trade
 - cross-border investments

Director Services

- Good corporate governance standards are necessary and desirable for Investment Advisors, fund sponsors and all service providers to investment funds, to ensure investor interests are considered and protected throughout the fund life cycle.

AFA offers experienced professionals in the alternative investment funds industry, to act as Directors of offshore domiciled funds, in the Cayman Islands, Bermuda, Bahamas, and BVI. Our experienced Directors serve on the boards of some of the most complex and diverse fund structures in the industry, exercising their fiduciary duties to the funds and the shareholders as a whole.

AFA Legal Services - continued



Corporate and Secretarial Services

•AFA is an industry leading advocate in ensuring offshore funds observe good corporate governance through its corporate secretarial services offering. AFA's Corporate Services team will manage all aspects of an offshore fund's statutory and regulatory obligations, including:

- Assistance in the preparation of fund launch minutes & resolutions
- Preparation and safe-keeping of Board resolutions throughout the fund's operation
- Drafting of Board packs and agendas for Directors & Shareholder meetings
- Attendance at Directors meetings and preparation of minutes
- Coordination of the payment of Funds' statutory and regulatory fees

Outsourced Compliance Services

•AFA understands the constantly evolving regulatory environment within the financial services industry, and the need for a robust compliance program. AFA has partnered with an industry leading compliance firm to offer outsourced compliance solutions customized to focus on risk detection for established companies, while designing critical compliance programs for start-up firms.

• AFA's Outsourced Compliance professionals leverage a wide range of industry expertise including top tier banks, broker dealers, prime brokers, hedge funds, and private equity firms. Regulatory compliance services are designed to support Financial Services firms, as well as specific instruments (e.g. equity and debt instruments, options, swaps, futures, and derivatives), as well as providing technology support for vendor systems including various trade management platforms, to ensure internal controls are designed properly to identify regulatory compliance risks.

•AFA's Outsourced Compliance Solutions focus on the following key risk areas:

- Outsourced Compliance Program
- Fund Registration and Launch
- Compliance Officer
- MLRO Officer
- DMLRO Officer

AFA Legal Services - continued



- Regulatory Examination Preparation and Management
- Audit and Testing

- Annual Compliance Program Audits
- Targeted Policy Audits

–Drafting new policies and/or the revising of existing polices

- Code of Ethics
- Compliance Manual
- Best Execution
- Pay to Play
- Business Continuity/Disaster Recovery

AFA Shadow Accounting Services



AFA Shadow Accounting Services

- Following the 2008 financial crisis, coupled with the failure/insolvency of several financial service firms, and with increasing regulations and investor demands for transparency, engaging a third party to “shadow” your fund’s administrator has become an industry norm.
- As investment managers look to strengthen their middle and back office operations, they realize the benefits of partnering with administrators like AFA who are SSAE16 Type II compliant and have the expertise in trade capture, reconciliation, and price verification to ensure fund data is complete and accurate. As a result, shadow accounting is growing in popularity as investment managers offer their clients the additional level of comfort that an outside firm is verifying their portfolio reporting.
- AFA has implemented a solution to capture, reconcile and verify the pricing of portfolios so as to “shadow” the investment manager’s own back office reporting, while offering an important independent check for investors. Responsibility for accurate valuation reporting remains with the investment manager, but the addition of this “shadow” role when performed by AFA provides a greater level of comfort for investors.
- AFA will work with fund clients, as well as investment managers or directors who are performing certain fund accounting functions “in-house” or who have contracted with a third party fund administrator, to customize a client’s shadow administration program that is tailored to meet specific needs.
- AFA’s shadow accounting services focus on fund accounting and investor services.

AFA Shadow Accounting Services - continued



Fund Accounting

- AFA's Shadow Fund Accounting Services are performed by experienced AFA accountants and encompass verification of the following:
 - Portfolio reconciliation for variety of fund structures to include standalone, master feeder, side by side, fund of funds,
 - Calculation of management fees and performance/incentive fees
 - Fund Net Asset Value ("NAV"), whether daily, monthly, quarterly or annually
 - Periodic financial reports and statements to include balance sheet, income statement, general ledger, statement of changes in partners' capital, statement of changes in financial condition, investor statements, and performance tables.
 - Year-end review of annual audited financial statements, once drafted by the fund or current administrator, before submitting to the fund's board for review and/or the fund's auditor for review and attestation
 - Capital accounts or unitized values
 - Review of Quarterly or Annual Board presentations

Investor Services

- Shadow Investor Services provides fund managers with accurate and up-to-date data maintained by AFA in the event of unforeseen technical difficulties or inadequate disaster recovery procedures. AFA's services include:
 - Review of subscription documents, confirmation notes, share/unit transfer requests, capital call requests, and redemption requests
 - Verification of calculations for fund balances and distributions
 - Review of AML documentation

Outsourced CFO and Support



CFO Services

- Strategic and tactical business planning and modeling.
- Evaluating business performance and options for growth
- Assistance to evaluate funding options
- Transactional support (buy/sell/merge/lift out)
- Startup assistance and planning
- Consolidations for complex groups
- Structural analysis and review, both internal to the business and external to its place in the wider group holding structure.

Support Services

- Accounting services
- Middle and back offices support
- Accounts payable (bills and payments)
- Payroll
- Budget and cash flow forecasting
- Audit coordination and support
- Draft, review and implementation of policies and procedures,
- Internal audit
- Compliance services.