

Fund Establishment and Administration Services

FROM CONCEPTION TO CAPITALISATION TO LISTING, LOUVRE FUND MANAGEMENT LIMITED AND LOUVRE GROUP (MIDDLE EAST) LIMITED ARE ABLE TO GUIDE YOU THROUGH THE PROCESS OF ESTABLISHING YOUR FUND IN MULTIPLE JURISDICTIONS. WE CAN BRING TOGETHER THE BEST LAWYERS, TAX ADVISORS, CUSTODIANS AND BANKERS, OR SIMPLY WORK WITH YOUR EXISTING CONTACTS TO ENSURE THE ESTABLISHMENT AND ONGOING ADMINISTRATION OF YOUR FUND IS SEAMLESS.

INTRODUCTION

We can provide assistance with the Offering Memorandum and Prospectus and manage the licence application for the fund. Whether it be a open or closed ended fund, professional or private, a single company, protected cell company or limited partnership we have the expertise and resources to assist and add benefit.

We provide directors, secretary, registered offices and administration services for many styles of fund and are fully versed on the regulations of many jurisdictions. We have experience of listing funds on AIM, CISX and ISE.

Once a Fund is established, Louvre Fund Management Limited or Louvre Group (Middle East) Limited can offer the following ongoing services to its clients:

AS ADMINISTRATOR

- Day-to-day oversight of Fund operations
- Calculate, validate and publish official NAV figures
- Maintenance of books and records
- Calculation and payment of Fees
- All matters undertaken to ensure smooth and proactive administration.

AS REGISTRAR

- Dispatch of regular NAV information
- Redemptions
- Subscriptions
- Distribution of Annual and Interim Accounts
- Shareholder liaison

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Regulated by the Guernsey Financial Services Commission Registered Number: 37106

AS COMPANY SECRETARY

- Arrange Board Meetings
- Maintenance of statutory books and filing of annual returns
- Corporate Governance

LIAISON WITH REGULATORY AUTHORITIES

- Maintain Fund in good standing
- Reporting as required

PREPARATION OF INTERIM AND ANNUAL ACCOUNTS

- Initial preparation of draft accounts
- Working with Auditors on final accounts
- Publication of printed accounts

FOR MORE INFORMATION PLEASE CONTACT:

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