

Fund administration services

We stand out





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Fund administration services

Our extensive industry experience and leading edge technology enables us to provide tailored services, whatever the fund structure. We focus on your objectives and work with you to develop practical solutions, suitable for the most complex and innovative structures - our emphasis on first class delivery sets us apart.

Who we are

RBC's fund administration team is a leading provider of third party fund administration services, covering a wide variety of structures for private equity, venture capital, real estate and other alternative asset classes. Our range of fund services are complemented by the enhanced solutions that are available through sister companies in RBC's global network, including custody, treasury, credit, taxation and wealth management services.

We have been providing specialist fund administration services for more than 20 years, initially as part

of the Abacus Financial Services Group, a financial services company that was formerly part of Coopers and Lybrand until 1998. Abacus became a wholly owned subsidiary of RBC® in 2005.

Offshore excellence

Our portfolio of global clients is serviced from our centre of excellence in Jersey in the Channel Islands. Jersey is a self-governing crown dependency and one of the leading global offshore centres. Benefits of our location include geographical proximity to some of the world's largest financial centres; a highly skilled workforce

with ability to draw from the wider geographic area; a solid regulatory framework; and a proven history of servicing the international funds market.

A global leader with solid foundations

Our team sits within RBC Wealth Management, a division of Canada's largest bank, RBC. Canada has been recognised as having one of the world's safest banking systems, and RBC is one of the 15 largest banks in the world, as measured by market capitalisation.

Specialist. Experienced. Professional.

We pride ourselves on the calibre and technical expertise of our people, and the quality of service we deliver. Highly skilled and motivated, with a wealth of best practice knowledge, our team includes highly experienced specialist fund administrators and chartered accountants, as well as direct access to legal, chartered secretarial and other professional expertise.

From start to finish, you and your investors will receive a responsive and proactive service. We recognise that being commercial and flexible is key to achieving the best possible results

Client first

From internal practices and procedures to client service, our first priority is to service our clients' needs.

Your relationship team will provide a consistent, dedicated link to the specialists both within our team and elsewhere within the RBC global network.

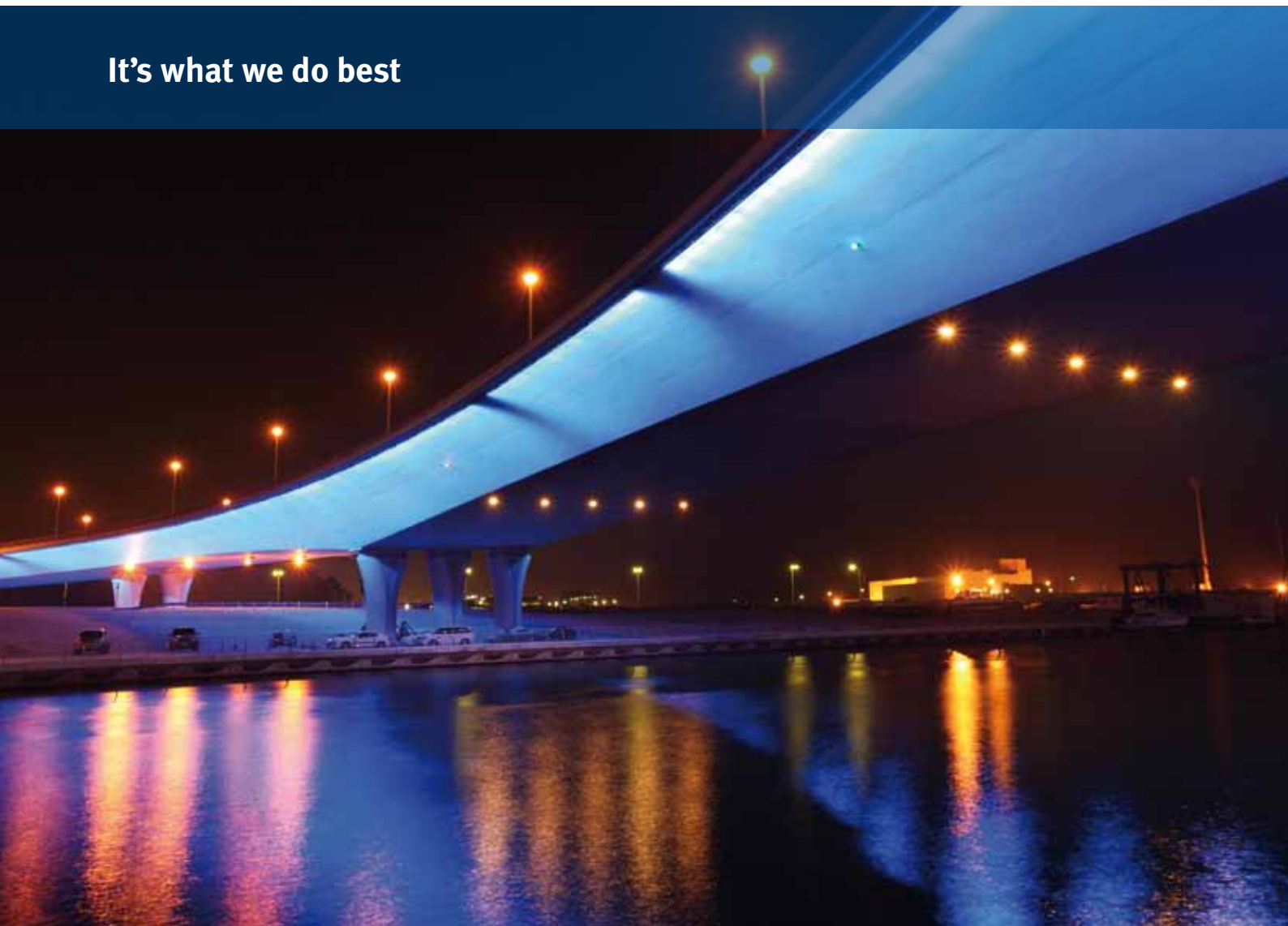
Our solutions adapt and develop as your objectives and requirements evolve and we work with you and your advisers to ensure that relevant legislative, regulatory and market practice considerations are monitored and observed. All this adds up to a special client experience, underpinned by the reassurance of an established, reputable organisation.

A focus on funds

Fund administration is the core of our business. Today, we administer over 50 funds and a similar number of related vehicles, including general partners and carried interest vehicles, amongst others. We are able to offer end-to-end services, whatever the fund structure.

We work closely with our clients, who range from small boutique fund managers to some of the world's largest financial institutions, to provide personal and flexible solutions.

It's what we do best



Specialist. Experienced. Professional.

Outsourcing the administration of your fund is an ideal way both to streamline your internal services, enabling you to focus on management of the fund assets, and to obtain access to specialist administrators and systems.

With us, you have direct access to accounting and administration experience, systems and procedures. Our services can be tailored to suit requirements and we structure our fees to ensure that you only pay for the resources you require - a high quality, cost effective alternative to in-house back office operations.

We offer a comprehensive fund administration service and we are well versed in the establishment and administration of funds which are domiciled in numerous jurisdictions.

We operate a continuous improvement program, exemplified by our achievement of ISO 9001:2000, the international quality standard for global quality assurance. These standards are translated across the procedures, processes and controls we have developed and ensure efficient and effective operation of the funds we administer.

We are also able to provide senior members of our team to act as directors of funds (general partners and companies) and special purpose vehicles.

How we can help

- Client and investor relationship management.
- Ongoing data management, accounting & reporting.
- Director services.
- Corporate secretarial services.
- Regulatory compliance services.
- Transaction processing.
- Banking services.*
- Credit.*
- Custody services.*

*these services are provided by other RBC subsidiaries

Leading edge technology

We are committed to ongoing investment into our technology platform to ensure that we can support our clients' requirements both now and in the future.

Our technology platform is underpinned by one of Europe's leading fund administration systems, 3i InfoTech's Framework. This provides an end-to-end private equity software solution that offers front, middle and back-office operations around a single flexible interface. Our systems can accommodate many fund types including limited partnerships, trusts, corporates, SPVs and fund of funds.

Benefits of our technology platform include:

- High levels of security to protect confidential data.
- Increased accuracy and auditability of administrative and accounting data.
- Powerful enquiry and reporting to efficiently respond to ad hoc enquiries and provide high quality management information and accounting reports in a timely manner.

Online access

To complement our core database offering, we have developed a secure web portal, RBC Fund Administration Online, for both managers and investors. Accessed via rbccees.com, the web portal is based on RBC's proprietary web systems and is fully supported.

RBC Fund Administration Online provides managers with investment and investor reporting and investors with access to periodic reporting, financial statements, call and distribution history and investment information.

Ongoing support

To ensure that our systems are available 24 hours a day, 7 days a week, we have dedicated IT departments in the British Isles supported by global IT teams. In addition, we have a number of IT personnel working full time within our own data teams. With a controlled series of system updates throughout the year we keep improving our technology to ensure we meet our client needs.

For more information about our systems or for a demonstration, please speak to a member of our team.



A different perspective

Our RBC fund partners

Our services are complemented by RBC Wealth Management's Corporate & Institutional team (C&I) and RBC Dexia Investor Services.

C&I provide services to open-ended and listed funds and they can also provide a global custody service and a custodian trustee. They are one of the major providers servicing collective investment fund structures from Guernsey, Jersey, Cayman Islands, Hong Kong and London. They can structure their fund administration service as you require.

Additionally, we selectively utilise RBC Dexia's global custody and fund administration platforms. Management control is retained in the Channel Islands, which allows us to enhance our existing service offering to the burgeoning alternative investment fund sector.

How we can help

- Full administration services for open-ended and listed funds.
- Financial accounting.
- Fund valuations.
- Net Asset Value (NAV) calculation.
- Registrar and Transfer Agency services.

- Shareholder servicing.
- Fulfilment of regulatory and operational requirements.
- Corporate secretarial support (excluding Cayman).
- Compliance and anti-money laundering.

Please visit www.rbcwminternational.com and www.rbcdexia.com for further information.

A wealth of expertise

RBC Wealth Management's network of professionals provides a comprehensive range of wealth management services should you require them.

With more than 4,500 financial consultants, advisors, private bankers and trust professionals worldwide, the international arm of RBC Wealth Management services high net worth individuals and institutions through our offices in the British Isles, Continental Europe, Asia, the Middle East, the Caribbean, Latin America and North America.

RBC Wealth Management provides integrated and diversified international wealth management expertise and solutions, asset management and trust services to high net worth individuals and to corporate and institutional clients.

Wealth management solutions are continually adapted to take account of economic and regulatory developments, as well as an individual's requirements.

How we can help

- Banking.
- Credit.
- Carried interest structures.
- Retirement, trust and estate planning.
- Investment advisory services.
- Structured solutions.
- Advisory/brokerage.
- Custody.
- Tax advice.
- Services from RBC partners, including RBC Capital Markets.

For more information, please visit www.rbcwminternational.com.

It's a team game



Responsible. Ethical. Green.

RBC has long believed in the importance of corporate responsibility.

Our first formal employee Code of Conduct, developed in 1980 to embed our approach throughout RBC, read: 'It is our duty as a corporate citizen to add value to society while earning a profit for our shareholders. RBC companies take responsibility for the effects of their actions, both social and economic.'

Today, this remains one of our Code's eight 'guiding principles', and we have continued to evolve our approach over the years.

In 2007, we developed the RBC Blueprint for Doing Better™, a strategy and framework that covers two particular areas of focus – diversity and environment – as well as a set of priorities that address the increasing expectations of our various stakeholders. These priorities are:

Economic impact

- Provide strong returns to shareholders.
- Pay fair share of taxes.
- Create employment.
- Support small business and community economic development.
- Foster innovation and entrepreneurship.
- Purchase goods and services responsibly.

Marketplace

- Develop and provide products responsibly.
- Provide access to basic banking services.
- Protect and educate consumers.

Environment

- Reduce intensity of operational footprint.
- Promote environmentally responsible business activities.
- Offer environmental products and services.

Community

- Provide donations with a lasting social impact.
- Sponsor key community initiatives.
- Encourage employees to contribute.

Workplace

- Respect diversity.
- Foster a culture of employee engagement.
- Provide competitive compensation and total rewards.
- Provide opportunities for training and development.

Visit www.rbc.com/responsibility for more information on specific projects and policies.



The RBC New Wild Garden

Dr Nigel Dunnett for the RBC Blue Water Project

We would be delighted to talk to you in detail about how we could help to meet your specific needs. To find out more about our fund administration services, or any other information not listed in this brochure, please feel free to contact us at any time:

☎ Call +44 (0) 8000 566 550

✉ Email rbcfunds@rbc.com

🌐 Or visit www.rbcfundadministration.com



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