

Fund Services in France

Funds focused. People centric.

We have the track record and expertise to fully support your finance department, back-office and middle-office needs at different stages of your fund's lifecycle from launch through to investment realisation or at any stage in between.

We have established team leaders, firewalls and internal processes to provide:

- CFO secondment services
- Fund administration services
- Valuation services
- ESG services

We can coordinate the whole project, help you transform your business and achieve maximum value using industry-leading solutions and platforms.



Fund services key facts and figures - France

30⁺
employees

50
funds under
administration

45
management
companies

€5.8^{bn}
assets under
administration

400
private assets
valued each
semester

Group key facts and figures

4000⁺
employees

24
jurisdictions

Serving
11
out of 15 leading
PE firms

\$500^{bn}
AuA

Why choose IQ-EQ Fund services in France?



Our fund technology suite

We use industry-leading fund administration and accounting software and have developed our own technology solutions such as MaxComply and Cosmos or implement market platforms such as Mipise



FIS by Investran is the leading Private equity fund administration solution that we provide supported by our Global technology team



Investor's on-boarding & digitization of KYC / AML procedures provided by MaxComply or Mipise platforms



Multi-asset class portfolio monitoring and reporting powered by IQ-EQ Cosmos

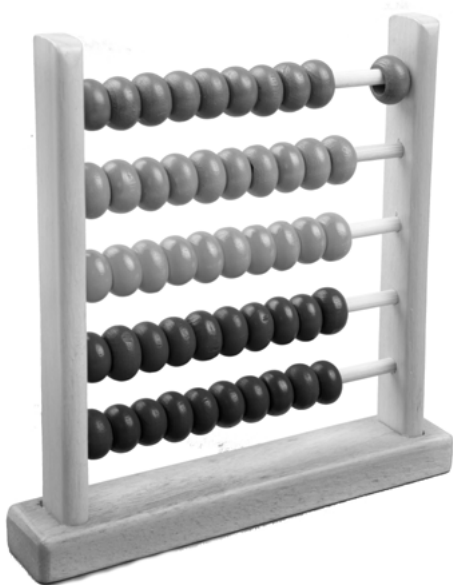


An intuitive and branded investor experience, and the capability to interactively access and share fund information in a secure, online environment.

CFO secondment services

IQ-EQ team is composed of skilled professionals, coming from finance department key industry players acting as external CFO / Financial Controllers or assisting client's CFO to perform every task in-house.

CFO and Financial Controllers roles are provided for private equity funds and management companies in various structure types / context.



Our bespoke services include:

- **Part-time or full-time secondment of CFO / Financial Controller**
- **Assistance during fundraising process:**
 - KYC / AML procedures
 - Subscription forms
 - UBO register
- **Q&A and investor assistance:**
 - Waterfall calculation, quarterly reports to LPs, etc.
 - Capital Account Statements
 - LPs notices (drawdowns, distributions, etc.)
- **Project management (implementation of best business practices, platforms, etc.)**
- **Compliance assistance (ratios, procedures, AMF rules, etc.)**

Fund administration services

Whatever stage your fund is at, we have the expertise to fully support your needs. Wherever you operate from and wherever you domicile your structures, we can coordinate the whole project. We can work with you to tailor our services to your specific reporting requirements.

Our team also has a proven track record in supporting first time fund managers, providing guidance and support when launching your first fund.



Accounting and finance

- Bookkeeping
- Pack NAV for funds
- Relationships with auditors
- Regulatory and mandatory reports



Tax and legal

- Tax return and filling for funds (IFU, PFIC, FATCA, CRS, etc.)
- Tax return and filling for corporates (VAT, income, etc.)
- Minutes of Board and Shareholders meetings



Administration

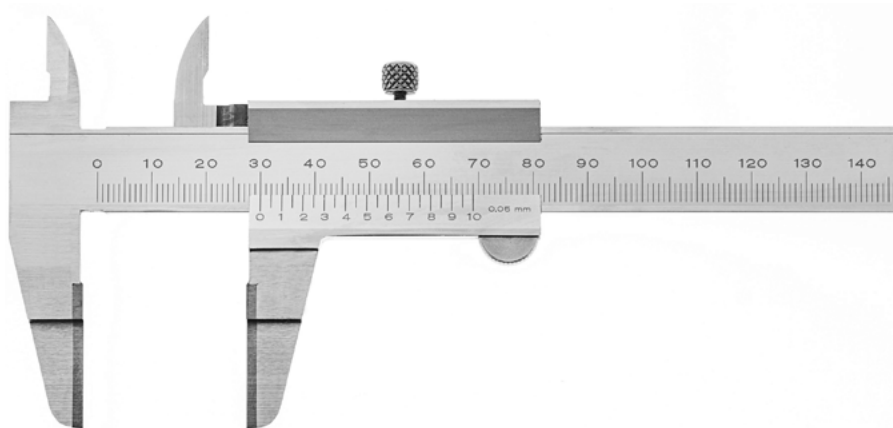
- Waterfall calculations
- Quarterly reports to LPs
- Capital account statements
- Cash monitoring
- LP notices (drawdowns, distribution ...)
- Reporting services (stat. BDM, AMF, etc.)

Valuation services

Our team of experienced professionals has the technical knowledge, practical experience and market knowledge to provide objective and independent valuation services to fund managers across different asset classes.

For management companies, portfolio companies, investors and corporates we provide valuation services in various contexts:

- As an independent valuation expert in line with the AIFM Directive
- Provision of fairness opinion before transferring investments between two or more funds managed by the same management company
- Support to management companies' investment teams for internal procedures reinforcement
- Regulatory watch and assessment



ESG services

Changes in the international regulatory landscape, paired with the Covid-19 pandemic, have accelerated investors' interest in sustainable investments while also increasing pressure on organisations to provide more transparency around ESG reporting. Having the right ESG framework in place has therefore become a top priority for alternative asset managers.



ESG Health Check

Conducting an ESG gap analysis that enable managers to fully understand their position on the ESG spectrum.



ESG Reputational Assessment

Providing comprehensive ESG reputational reports on funds, portfolio companies and their leadership teams.



ESG Foundations

Preparing ESG policies, frameworks, and procedures. Our services include the drafting of ESG disclosures in financial statements or in other constitutive documents and preparing professional and integrated reports for listed or public interest companies.



ESG Reporting

Collecting and compiling ESG data and drafting ESG and impact performance reports. Our Compass dashboard enable managers and investors to navigate, monitor and benchmark their ESG KPIs against the leading ESG frameworks, including the World Economic Forum ESG metrics.

One stop-shop providing high quality personalized investors' services

IQ-EQ has one of the most complete service offering for asset managers in France. The seeds of our business in France were sown over 20 years ago when entrepreneurs established separate forward-thinking firms. The businesses now operate under IQ-EQ and over and above fund services, we also provide fund management services and corporate services which allow us to act as a one-stop-shop services for asset managers.



See one page service offer in
appendix for Fund Management
and Corporate Services

Fund Management services

Through our subsidiary Equitis, part of IQ-EQ, we have an AIFM licence approved by the AMF which allows us to provide fund management services, including:



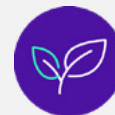
Fund creation and structuring

- Oversight and review of draft legal documentation with legal counsels
- Selection of third parties
- Negotiation and review of legal agreements, contracts, SLAs, etc.
- Perform initial due diligence when relevant (e.g. CIF)
- Managing relations with regulators
- Project management and coordination of all internal and external stakeholders



Fund management (incl risk management)

- Oversight of distribution and monitoring the process
- Cash management
- Administrative support
- Review of regulatory and investment guidelines
- Set-up of proper risk management governance and implementation of fund risk management processes including liquidity and cash management standard
- Statutory account preparation based on your information systems



Investment

- Analysis of all investment recommendations
 - Risk and financial analysis
 - AML/KYC due diligences on investments
- Ensure conformity with the legal documentation
- Organisation and secretary of Investment Committees

Corporate Services

We provide corporate and accounting services to multinationals, asset managers and corporate firms.



Accounting, tax and legal

- Bookkeeping
- Preparation and filing of consolidated annual accounts
- Legal and tax services
- Forecast, cash flow calculation and business plan compilation



Payroll services

- Processing the payroll and employer's declarations
- Drafting contracts of employment
- Staff management assessment
- Employee schemes roll out



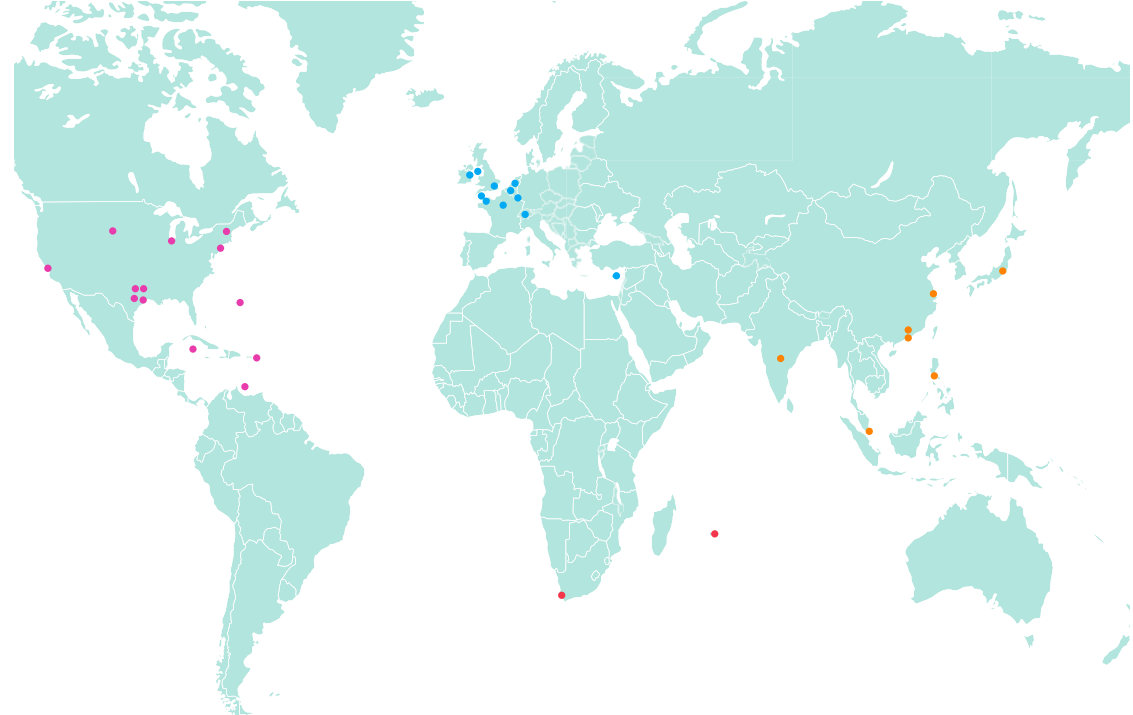
Reporting and financial information

- Preparation of monthly/quarterly reports with your Finance department
- Account conversion into another standard
- Statutory account preparation based on your information systems



Legal and contractual audit

- Statutory audit for all applicable standards
- Due diligence on legal and acquisition matters
- Transfer, merger and conversion audits
- Contractual auditing, financial data analysis, investigations, assessments and more



Our locations

We know that alternative fund services need to be truly multi-jurisdictional to meet current regulatory complexity, as well as keep up with constantly shifting investor demands and regulatory change. It's why we have a global network of offices, including fund professionals in key fund domiciles, across four continents. And we're still growing.

THE AMERICAS

Bermuda
British Virgin Islands
Cayman Islands
Curaçao
USA
(Austin, Bedford NH, Chicago, Dallas, Fort Worth, Houston, New York, Rapid City SD & San Francisco)

EUROPE

Belgium
Cyprus
France
Guernsey
Ireland
Isle of Man
Jersey
Luxembourg
Switzerland
The Netherlands
UK

AFRICA

Mauritius
South Africa

ASIA

Mainland China (Shanghai & Shenzhen)
Hong Kong
India
Japan
Philippines
Singapore



Your key contacts



Sébastien Péru
Head of Fund Services

E sebastien.peru@iqeq.com



Amaury De la Porte
du Theil

Director - Valuation Advisory
& CFO Services, France

E amaury.delaporte@iqeq.com



Cristophe Pasquier

Director - CFO Secondment &
Fund Administration Services

E christophe.pasquier@iqeq.com



Sophie Hubert

Chief Commercial Officer,
France

E sophie.hubert@iqeq.com



Emmanuelle Dotézac

Director, Funds Business
Development, London

E emmanuelle.dotezac@iqeq.com



Romain Riegert

Head of Fund Management

E romain.riegert@equitis.fr



Jean-Noel Servans

Head of Corporate Services

E jeannoel.servans@iqeq.com



Anne Marie Costet

CEO, France

E annemarie.costet@iqeq.com

Notes

This document is provided for information purposes only and does not constitute legal, tax, investment, regulatory, accounting or other professional advice. For more information on the legal and regulatory status of IQ-EQ companies please visit www.iqeq.com/legal-and-compliance

Reference: TC454_21072022_01

© IQ-EQ 2022

Find out more
www.iqeq.fr

Follow us
