

Ogier Global
Investor Services Asia



Ogier

Our experts
provide a full
range of services
to meet investors'
requirements.

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Who we are

An agile business, anticipating fundamental changes in our clients' needs

What we do

Ogier's corporate and fiduciary services division, Ogier Global, works with investors to meet legislative and regulatory requirements to provide bespoke solutions to meet their administrative needs.

Our highly experienced and responsive team of experts are able to provide a full range of services to entities based in BVI, Cayman, Dubai, Guernsey, Hong Kong, Jersey, Luxembourg, Singapore and the United Kingdom.

We work with leading financial institutions, investment managers, corporations and their advisers across a range of industry sectors including investment management, energy and natural resources, real estate, telecommunications, media and technology, infrastructure and healthcare.

Where we are

With professionals based in Europe, the Americas and Asia, we are able to provide global coverage across all time zones.

Our approach

We get straight to the point, managing complexity to get to the essentials.

Our clients enjoy the benefits of being able to build long-term, personal relationships across both our legal and administration teams and working with a single service provider able to support their commercial objectives.

Supported by market-leading technology, our interactive entity administration platform and client service portal, Ogier Connect, gives clients real time access to statutory information and documents.

Investor Services

Ogier Global offers a team of experts that can provide a range of services

Fund accounting services

- Calculating and preparing net asset value (NAV) in accordance with regulatory requirements
- Providing NAV prices and other NAV and fund deliverables within the agreed timelines
- Providing the fund manager with unaudited reporting within the agreed upon timeframe
- Processing portfolio related transactions
- Calculating management fees and other service fees as well as providing our expertise in helping to create performance fee models to meet the investment manager's expectations
- Cash monitoring
- Title verification of assets – in the event a custodian is not appointed
- Facilitating and supporting the annual audit with respect to liaising with fund auditor and the client to answer, distribution queries, capital asset queries and any queries related to the financial statement preparation
- Distributing the audited financial statements

Registrar and transfer agency (RTA) services

- Establishing and maintaining register of investors
- Processing investor subscriptions, redemptions, switches and transfers according to the fund's legal documents
- Liaising with investors and prospective investors
- Arranging distribution payments
- Distributing investor communications

Financial statement preparation (stand-alone)

- Ogier will offer the preparation of the financial statements under International Financial Reporting Standards (IFRS)
- Generally Accepted Accounting Principles (GAAP) on an annual basis and normally in line with the fund's audit

Special purpose vehicle (SPV) and General Partner (GP) accounting services (when required)

- Maintain the general ledger and accounts
- Record investments on the general ledger
- Prepare the draft unconsolidated financial statements for the required entities

service

- Upon the approval of invoices, check for the appropriate signature(s) of the payment authorisation documents against the approval limits for each payment and perform call back if required
- Check the authorisation documents for payments if adequate supporting and bank wire details are provided
- Prepare the payment with the required bank
- Account for payment in the required accounting system

Fund's Annual Return

- Prepare the fund's annual return (FAR) and provide the FAR to the auditor for filing with the regulator together with the fund's audited financial statements

Investment screening services

- Provide investment (and if requested, vendor) screening services using specialised due diligence screening software.

Bank account management

Hoan Nguyen
Country Head
Singapore



Our highly experienced and responsive team of experts are able to provide a full range of corporate and administration services to entities based in BVI, Cayman, Guernsey, Jersey, Hong Kong, London, Luxembourg and Singapore.



FATCA, CRS (AEOI) and investor on-boarding

To supplement our other offerings, it may be beneficial for clients to elect to delegate certain obligations under the automatic exchange of information (AEOI) and anti-money laundering (AML) regime to Ogier Global. These services can be provided separately or collectively with our other investor services.

Our services include:

- Registering each entity deemed to be a financial institution with the Internal Revenue Service (IRS) to obtain a Global Intermediary Identification Number (GIIN)
- Submitting the required notification to the Tax Information Authority (TIA) and acting as principal point of contact (PPoC)
- Updating and maintaining the register of investors or limited partnership interests
- Reporting the requisite information on each reportable account to the TIA prior to the applicable deadlines
- Completing and filing the requisite information on reporting financial institution to the TIA prior to the applicable deadlines
- Ensuring compliance with the requisite record keeping requirements
- Receiving and reviewing investor subscription agreements to ensure completeness
- Conducting investor know your client (KYC) in accordance with the Anti-Money Laundering Regime of the Cayman Islands
- Conducting AEOI due diligence on investors to identify the tax residency of each investor and to determine whether the interest held by that investor constitutes a reportable account under the tax transparency rules

Investor onboarding, including:

Bill Chiang
Managing Director, Ogier Global
Hong Kong



We work closely with investors, corporates and financial institutions to provide innovative solutions that manage the complexity of the financing transaction while addressing to their unique needs.



The point of innovation

It's at the heart of everything we do

Whether we are pioneering new ways to service clients or fostering a culture of continuous improvement, innovation is at the heart of everything we do.

It all starts with our clients. Ogier's drive to innovate stems from our commitment to providing a market-leading service that empowers clients.

An innovation mind-set

Transforming the delivery of professional services.

We are achieving this through a cultural revolution to embed an innovation mind-set throughout our business, equipping our people with continuous improvement tools and techniques.

Our executive-level sponsored programme is based around innovation, efficiency and consistency and it leverages the proven success of continuous improvement methodology within non-legal industries.

Ogier's continued investment in its people and technology is transforming the delivery of professional services to our global client network.

Ogier Connect

Empowering clients on-the-go
Designed by our Ogier Global team, Ogier Connect is an easy-to-use portal that provides clients with round-the-clock, real-time access to the latest statutory documents, registers of ownership, board packs, invoices and more. It uses leading encryption technology for client security.

Singapore key contacts



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**Legal
Corporate and Fiduciary
Consulting**

: Beijing, British Virgin Islands, Cayman Islands, Dubai, Hong Kong, Guernsey, Ireland, Jersey, London, Luxembourg Legal Services, Luxembourg Corporate and Fund Services, Shanghai, Singapore, Tokyo ogier.com

Ogier is a professional services firm with the knowledge and expertise to handle the most demanding and complex transactions and provide expert, efficient and cost-effective services to all our clients. Regulatory information can be found at www.ogier.com.

Legal
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Consulting

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Cayman Islands
Dubai
Hong Kong
Guernsey
Ireland
Jersey
London
Luxembourg
Shanghai
Singapore
Tokyo

Ogier is a professional services firm. We have three divisions:

Legal: practical advice on BVI, Cayman, Guernsey, Irish, Jersey and Luxembourg law.

Corporate and Fiduciary: corporate administration services with a strong reputation in governance and regulatory compliance.

Consulting: independent guidance on regulatory compliance.

Our network of locations also includes Beijing, Dubai, Hong Kong, London, Shanghai, Singapore and Tokyo. Regulatory information can be found at ogier.com.