



FUND ACCOUNTING AND ADMINISTRATION

Gallium has extensive experience in the accounting and administration of numerous fund structures, including corporate vehicles, limited partnerships, limited liability partnerships and trust vehicles. We specialise in providing such services to the financial services sector, ranging from start-ups to established funds.

The Client

We have assisted numerous clients across a variety of asset classes, including:

- investment fund managers
- asset managers
- property managers
- property developers
- private equity managers
- forex traders
- loan providers
- fund administrators
- institutional investors
- Local Authorities
- property surveyor firms

The Service

Gallium aims to deliver a high standard of services to our clients. We offer a comprehensive range of fund accounting and administration services for clients ranging from small boutiques to some of the world's largest financial institutions. Whilst Gallium primarily acts as the FCA regulated fund Operator, we also undertake to provide fund accounting and administration services for on-shore or off-shore funds managed by third party Operators.

Typically, Gallium can assist clients with the fund accounting and administration functions as follows:

- Management and administration of the investment vehicle.
- Maintenance of the accounts, books and records of the fund.
- Preparation of the annual accounts, including approving the appointment of the auditor if required, and any necessary tax returns.
- Maintaining the register of investors of the fund.
- Maintenance of statutory books and records, in particular minutes of meetings and statutory registers and the preparation and posting of all notices for any meetings of the fund.

- Circulation of the notice, agenda and minutes relating to meetings of investors in the fund.
- Preparation and distribution of periodic statement to investors.
- Preparation and distribution of tax information to investors, to be included in their tax returns.
- Monitoring fund performance.
- Monitoring investor cash flows throughout the fund structure.
- Ensuring the procedure for investments into the underlying asset classes is correctly followed.
- Safeguarding investors' cash and assets.
- Approving and making the payment of distributions to investors and the withholding or payment of any taxes necessary on these distributions.
- Opening, operating and reconciling bank accounts in the name of the fund.
- Liaison with and reporting to regulatory authorities.
- Liaison with and reporting to investors.
- Ensuring that all statutory filings in respect to the fund are made.
- Processing the subscriptions of new investors, including updating the investor register and carrying out the necessary anti-money laundering and investor due diligence checks.

Why Gallium?

- ✓ The executive team of Gallium has more than 30 years of experience in fund accounting and administration.
- ✓ The Gallium team has assisted many of the leading institutional and professional investment managers.
- ✓ Gallium is an independent Operator.
- ✓ Gallium can accommodate any asset class.
- ✓ Gallium works with both institutional and private investors.
- ✓ Gallium is vastly experienced and cost effective.

Gallium can service a wide variety of investment opportunities

Next Step

If you are interested in the fund accounting and administration services then please contact us to obtain further information and to arrange a meeting to discuss your requirements in more detail.



Gallium Fund Solutions Limited is authorised and regulated by the Financial Conduct Authority
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