



Independence

Flexibility

Commitment

Trinity Fund Administration

Company Profile

Dublin

Cyprus

Cayman

New York



Value Proposition

Trinity Fund Administration ('Trinity') is a global boutique hedge fund solutions company, providing regulatory reporting, fund administration, registrar and transfer agent, project management and setup, corporate secretary, registered office as well middle and back office services to a wide range of investment funds, private and special purpose vehicles operating predominantly in the alternative investment arena.

At Trinity, service is paramount and we pride ourselves on a very client-centric approach. We are committed to going the extra mile to satisfy our customers' needs and deliver this through our staff.

The loyalty and long-term service of our senior and middle-tier management provides continuity, expertise and stability to our clients in the most important aspect of our company, human capital.

Trinity is committed to progressive information systems architecture, with a view to maximizing automation and improving business processing needs.

Combining the best of breed of externally recognised systems such as Advent, MStar, Bloomberg and Sun Systems alongside our own internal proprietary in-house developed systems, enables Trinity to provide the highest level of service and productivity by providing clients with a bespoke, scalable solution.

Key Strengths

- People – Processes – Technology
- Continuous innovation
- Daily processing and calculations
- Automated customisable reporting and dissemination to multiple destinations
- Middle office data
- Risk and Regulatory reporting and oversight including due diligence, risk analytics, stress tests, collateral decomposition & liquidity calculations, risk calculations
- 24 hour online portal access by management and investors, supported by an IT team located Ireland



At a Glance

- Trinity focuses on providing a boutique, high-touch, institutional-grade service, utilising highly experienced and service oriented staff together with our best of breed technology platform
- Founded in 1993, commenced operations in early 1994.
- Trinity has offices in Dublin, the Cayman Islands, New York and Cyprus and formalised strategic relationships in numerous other jurisdictions including the Bahamas, Bermuda, British Virgin Islands, Malta, Gibraltar, Hong Kong and the Channel Islands.
- 40+ employees globally servicing over 150 entities
- Trinity is ISAE 3402 Certified
- Regulated by the Central Bank of Ireland and the Cayman Islands Monetary Authority
- Trinity is bound by Irish anti-money laundering legislation derived from the 3rd EU Money laundering Directive
- Active participant with notable industry bodies including the Alternative Investment Management Association (AIMA), the Cayman Islands Fund Administrators Association (CIFAA) and the Cayman Islands Compliance Association (CICA)



History





Products and Services

At Trinity our team is easily contactable and as a result of our undivided attention combined with expert standards of duty and care, our clients can look forward with confidence to working with an efficient, effective and reliable team to create and manage funds and other investment vehicles.

Our calculation technology is highly automated, enabling our team to serve our clients with efficiency and professionalism whilst managing a personal touch.

We have the network and strategic partnerships in place to provide our services across a wide range of domiciles including; Ireland, Cyprus, Cayman Islands, the USA, Bahamas, Bermuda, British Virgin Islands, Malta, Gibraltar, Hong Kong and the Channel Islands.

Trinity prides itself on providing a comprehensive suite of services ranging from unbundled to a complete turnkey service inclusive of:

Incorporation

- Project manage the entire setup process
- Central point of contact for all the parties
- Reviewing draft documentation and assist in bringing the documentation to a final format
- Provide introductions to key service providers
- Assist with the completion of account opening forms with the Bank and assist with bank's KYC process
- Trinity works with international law firms across all our domiciles including Ireland, Cayman Islands, Delaware, USA, UK, Cyprus, Bermuda, B.V.I., Bahamas, Malta, Gibraltar, Hong Kong and the Channel Islands

Corporate Services

- Support the Board of Directors in meeting their responsibilities
- KYC document collection and review
- Maintenance of statutory books and records in accordance with local Company law
- Liaison with local authorities and service providers to facilitate good corporate governance
- Convening of General meetings and Board meetings
- Preparation and circulation of written resolutions of the directors and shareholders
- Co-ordination of the documentation process for launch and reorganisations
- Completion of bank mandates and account documents
- Provision of registered office facilities in Cayman and Ireland
- Provision of Principal Office services in the Cayman Islands where required

Fund Administration

- Seamless electronic integration of interfaces with brokers and vendors
- Daily transaction capture, reconciliation and independent portfolio accounting
- Calculation of the net asset value at the required frequency (Daily, Weekly, Fortnightly, Monthly etc)
- Arranging payment and discharge of all expenses and liabilities
- Calculation of incentive fee and performance fee in accordance with a range of methodologies and all accounting therewith including EQ
- Customised, bespoke reporting
- Fund net asset valuation reporting
- Audit support
- Maintain the accounting, books and records of the fund



Products and Services

Investor Services

- Registration and Transfer Agency services
- Provision of specialised Managed Accounts Services
- Issuance, transfer, switch and redemption of shares and Reporting on each dealing day on a per share and fund wide basis

Middle Office Services

- Maintenance of the Shareholders' Registers
- Daily trade, cash balance, cash activity and
- 24/7 on-line access to shareholders transactions, position reconciliations current holdings and fund performance
- Settlement processing, affirmations,
- Customised bespoke reporting confirmations and fails management
- Equalisation record keeping and reporting covering

Additional Support Services

- Daily portfolio P & L reporting
- All initial and on-going communication with shareholders
- Exposure calculations
- Investment restriction compliance monitoring
- Maintenance of shareholder documentation to ensure compliance with all relevant regulatory
- Regulatory and Compliance Support requirements
 - Form PF support
 - AIFMD;
 - ESMA forms; Annex IV reporting
 - Fund performance and risk reporting
 - Data aggregation and pricing various EQ methodologies
 - SEC / CFTC Registration
 - US FATCA
 - UK FATCA
 - CRS

Products and Jurisdictions

Fund Products

Open Ended Funds
Closed Ended Funds
Managed Accounts
Private Equity Funds
CPOs

Fund Structures

Investment Companies
Limited Partnerships
Unit trusts
CPOs
Master Feeder
Segregated Portfolio Companies
Qualified Investor Funds (QIFs)
Commodity Funds
Umbrella Funds
Hedge Funds

Special Purpose Vehicles (SPVs)

Jurisdictions

Ireland
Cayman
Delaware and the USA
Bahamas
Bermuda
British Virgin Islands
Gibraltar
Malta



Start-Up Solutions

These days, managers must address a range of risk management, operational and regulatory issues. Furthermore, as the hedge fund industry develops it must meet the requirements of more sophisticated and demanding institutional investors as well as a changing regulatory environment.

For start-up and emerging hedge funds Trinity has developed a bundled offering that incorporates our comprehensive project management services with a selection of the 'best of breed' service providers ideally suited to the chosen fund or investment vehicle.

We assist today's asset managers who are looking to streamline the entire investment process from order management to client reporting, middle office services and regulatory support. Trinity's offering enables hedge fund managers to focus on the core task of investment decision making secure in the knowledge that all supporting activities are professionally managed.

In addition to project managing the set-up we offer:

- Introduction and selection of appropriate professional service providers including prime brokers, custodians, lawyers, banks, compliance professionals and auditors
- Advise on fund structures and domiciles
- Review of all documentation from an operational perspective
- Customisable reporting and databank management
- Leverage industry leading data providers to improve operational demand

We offer your firm the most cost effective options to address key trading, reporting, regulatory or operational challenges.

Trinity work with a wide range of service providers and our independence means we offer impartial advice as to the right service providers for a particular manager and fund structure.



Technology

Trinity is committed to state-of the-art information systems architecture, with a view to maximising automation and improving business processing needs.

We pride ourselves on our “best of breed” approach to our software selection. We utilise the best of each system in order to provide a customised, scalable solution. As well as selecting the best external applications, we also in-house develop propriety software to enhance and develop efficiency within our client service delivery.

Further information on our IT infrastructure can be found within the ‘Technology’ section of our website.

Client Portal

The portal provides our clients with easy access to their Fund valuation reports. These include the Valuation schedule, realised gains and losses, Portfolio appraisals and other NAV reports. Where we act as Registered office or Corporate Secretary our Data Delivery Portal allows users to access the Funds corporate documents including the following:

- Registers of directors, officers, managers, shareholders, interest holders and partnerships;
- Constitutive documents including Bylaws, Operating Agreements, Memorandum and Articles of Association and Partnership Agreements;
- Minute Book documents including Certificates, Resolutions and Board and Shareholder Minutes.

Shareholders may access certain elements of our Client Portal where they can obtain various individual and personalised reports. These include:

- Contract notes, share movement and reconciliations reports;
- NAV per Share report and shareholder statements.

Developed in-house to meet our client’s needs, Trinity’s Data Delivery Portal demonstrates our commitment to adding value by providing this comprehensive service as part of our service packages. In addition to your access, should you wish you may allow your auditors, legal counsel and other service provider’s access too.



Recent Awards

2016

Rated as a '*global outperformer*' in the 2016 Global custodian Hedge Fund Administrator survey.

2015

Winner- Best Fund Administrator- Ireland, Wealth & Finance International. Shortlisted in the Hedge Fund Week Awards, Best Administrator; <\$30bn AUM, Best Administrator- Reporting Services, Best Administrator- small & start up Hedge Funds. Also top rated in each category in the Global Custodian Hedge Fund Administrator Survey.

2014

Winner- Best Fund Administrator- Ireland, Wealth & Finance International. Shortlisted in HFM Week European Service Provider Award categories: (i) Best administrator <\$30bn single manager; (ii) Best administrator <\$30 bn Client Services & (iii) Best administrator for small & start-up hedge Funds. Top rated in the Global Custodian Administration Survey

2013

Shortlisted in HFM Week European Service Provider Awards: (i) Best administrator under \$30bn single manager; (ii) Best administrator under \$30 bn Client Services & (iii) Best administrator for small & start-up hedge Funds categories as well as receiving a nomination for "Best European Fund Administrator" by Funds Europe magazine.

2012

Top rated Administrator in Global Custodian Hedge Fund Administrator Survey. Nominated for 3 Awards at the HFM Week European Service Provider Awards.

2011

Best Administrator; <\$30 BN single manager, <\$30 bn Client Services & Small & Start-Up Hedge funds

2010 and prior

Top rated Administrator with Distinction for Third Year Running, *Global Custodian*.
Trinity tops HFM Week's Bi-Annual survey for % growth in AUA, December 2009



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