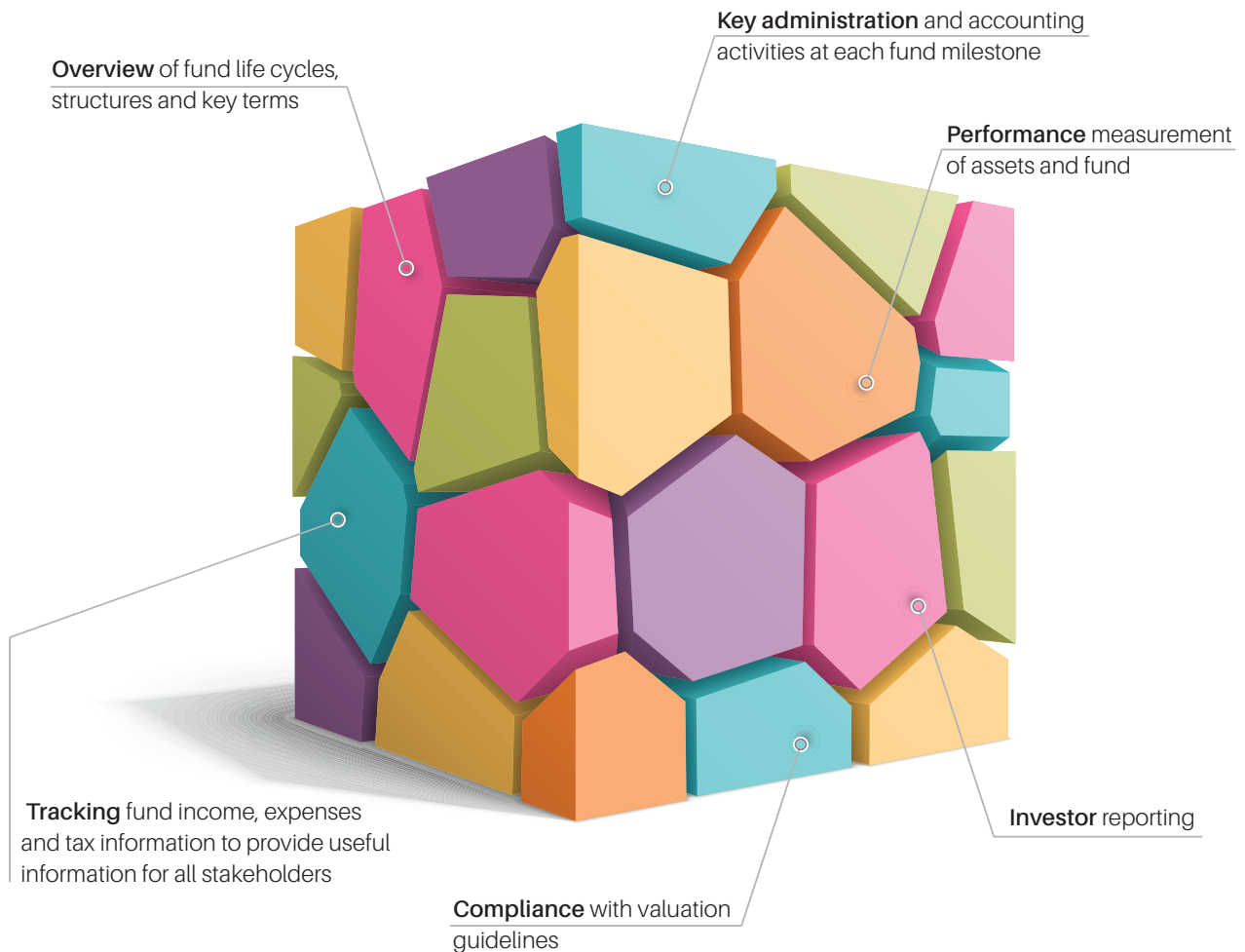


SAVCA One-Day Training Programme Private Equity Fund Accounting and Administration

19 October 2016
Inanda Club, Johannesburg



Delegate fees:

R4 000 (excluding VAT) for SAVCA members
R4 400 (excluding VAT) for non-members

Register: events@savca.co.za

Host Sponsor



SAVCA One-Day Training Programme

Private Equity Fund Accounting and Administration

19 October 2016

08.00 – 17.15

Inanda Club, Johannesburg

This full-day course aims to provide an overview of the key considerations in private equity accounting and fund administration, to enable participants to align business practices and investor relations. The programme will cover the following topics:

- Overview of fund life cycles, structures and key terms
- Key administration and accounting activities at each fund milestone
- Tracking fund income, expenses and tax information to provide useful information for all stakeholders
- Compliance with valuation guidelines
- Performance measurement of assets and fund
- Investor reporting

Why should you attend?

You will develop a detailed insight into the roles and responsibilities of a private equity fund's finance and administration team, best practices and efficient reporting.

Who should attend?

Accounting and financial officers and fund administrators who would like to improve their knowledge and capabilities within private equity and venture capital.

About the presenter

Lindsey Ord

Strategic financial and risk management operations officer
B.Com, HDE (Sec), MBL



Lindsey has 14 years' experience in private equity and has been actively responsible for corporate/commercial entity control including the conception, structuring, and operations of 5 private equity funds, involving a wide range of investor types, jurisdictions and mandates.

She was the COO of African Infrastructure Investment Managers, a then joint venture between Old Mutual and Macquarie, for more than 13 years. As a member of the AIIM executive committee Lindsey was responsible for policy, operations, reporting and corporate services, including financial and working capital management; tax oversight; reporting; governance and compliance.

She works closely with investment and asset management teams with respect to accounting, tax, valuations, performance calculations, exchange control, guarantees and regulatory matters.

Her strong business focus allows her to provide guidance with routine and complex operational, finance, tax and regulatory considerations.

Lindsey served as a director of the general partner of an USD250m African infrastructure fund.

Host Sponsor



JTC has over 20 years' experience providing independent fund administration services across multi-jurisdictions. We have a proven track record in the administration of traditional and alternative assets, with a focus on private equity. Our fund specialists are based in Cayman, Guernsey, Jersey, Luxembourg, South Africa and the UK. We have been working with clients and their advisers in East, West and Southern Africa for over 20 years, in 2015 we established a Cape Town office that now has over 100 people.

Contact us



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To find out more about this course, contact the SAVCA office on
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www.savca.co.za

AGENDA

1. Introduction and overview of the life cycle of a private equity fund
2. Review common fund structures, key players and terms

Break

3. Unpacking the role of the fund accountant and administrator
4. Key administration and accounting activities at each fund milestone

I. Transactions

- Concept, design and raise capital
- Investor admissions
- Subsequent closings and equalisations
- Key fund terms to get to grips with

II. Fund draws and distributions

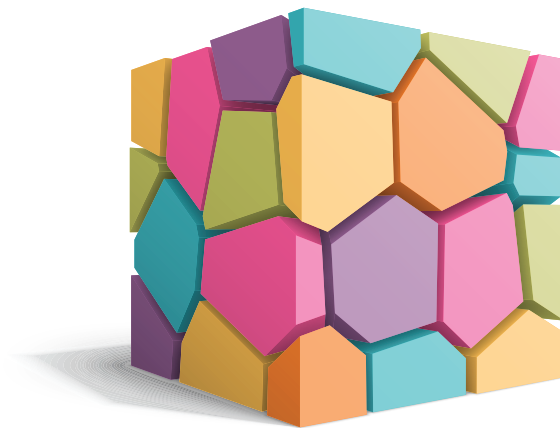
- Capital Calls/Drawdowns
- Late payment of draws and impact on fund NAV
- Investor transfers
- Allocation vs Distributions
- Partner register and information

III. Transactions

- Investment guidelines
- Multicurrency impact on mandate compliance
- Deal structuring considerations
- Accounting file notes
- Investment record keeping – tracking base cost
- Recording disposals

IV. Asset management

- Understanding valuation requirements and processes
- Impact of changing legislation, regulations or interpretations on investment structures



Lunch

5. Tracking fund income, expenses and tax information to provide useful information

I. Investment income

- Dividends and impact of Dividend Withholding Tax
- Interest received
- Fair value gains and losses

II. Other fund income - Directors fees, Transaction income, Exit fees

III. Calculation and accounting for GP/fund manager fees

- Commitment/participation fees
- Management/Advisory fees
- Carry – calculation of preferred return, when to start providing for carry

IV. Formation/Start-up expenses

V. Operating expenses and VAT considerations

- Single supplier in dual fund – who pays?
- Broken deal costs
- Transaction and asset management spend

Break

6. Performance measurement of assets and fund

7. Investor reporting

- I. Fund requirements
- II. Industry standards
- III. Capital account and tax statements

8. Bank accounts and signing authorities

9. The benefits of outsourcing fund administration

Course ends