



Alter Domus

REAL ESTATE

Flexible solutions for the Real Estate industry

*YOUR PARTNER FOR GROWTH

alterDomus*

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REAL ESTATE

ALTER DOMUS

Alter Domus is a fully integrated fund and corporate services provider, dedicated to international private equity & infrastructure houses, real estate firms, private debt managers, multinationals, capital markets issuers and private clients. Our vertically integrated approach offers tailor-made administration solutions across the entire value chain of investment structures, from fund level down to local special purpose vehicles.

Founded in Luxembourg in 2003, Alter Domus has continually expanded its global service offering and today counts more than 40 offices across 20 countries. This international network enables clients to benefit globally from the expertise of more than 2,400 experienced professionals active in fund administration, corporate secretarial, accounting, consolidation, tax and legal compliance, depositary services and debt administration services.

We are proud to serve 17 of the 20 largest private equity houses, 19 of the 20 largest real estate firms and 16 of the 20 largest private debt managers in the world.

Our experience tells us that each of our clients has its own business particularities, aspirations and service expectations. The solutions that work for one simply do not work for another.

Keeping this in mind, we develop tailor-made solutions adapted to your structures. We operate in various jurisdictions with the same objective in mind: to meet your expectations.

YOU WANT A PROVIDER CAPABLE TO UNDERSTAND YOUR BUSINESS

Your contacts at Alter Domus are highly qualified professionals, specialised in real estate, who will translate your needs in solutions.

We offer you a vertically integrated solution: we take care of the entire process from fund administration to property company management.

YOU WANT EASY AND FLUID COMMUNICATION WITH YOUR PROVIDER

Because we realise your trust depends on the relationship we build with you, a single contact person will coordinate all of your needs and requirements within our multijurisdictional organisation.

We favour an open exchange of ideas with you to proactively develop new solutions that increase efficiency.

YOU NEED A FLEXIBLE PARTNER TO HELP YOU RESOLVE WORKLOAD FLUCTUATIONS

By our size and multi-competence staff, we have the resources to quickly mobilise professionals who can promptly and efficiently respond to unpredictable events and requests.

No need to hire and to train additional staff, you can totally rely on us to act in accordance with regulatory requirements.

YOU NEED TO COMPLY WITH LOCAL AND INTERNATIONAL STANDARDS WITHIN STRICT DEADLINES

You have to comply with both local and international requirements. We have acquired a great deal of expertise in real estate administration.

Thanks to a multidisciplinary and pro-active approach, you benefit from wide range of services (such as standalone and consolidated financial statements under local, US GAAP and IFRS) that are adapted to provide on time and “as requested” results while ensuring full legal and regulatory compliance.

YOU AND YOUR ADVISERS NEED AN EASY AND WORLDWIDE ACCESS TO COMPANY DOCUMENTS

Alter Domus Connect, our web-based electronic document management system allows you to save time with worldwide 24/7 access to all documents related to your structure. Any document your advisers may need can easily be found, viewed and downloaded in PDF format.

With a secure login, Alter Domus Connect fully complies with existing document management standards and provides a highly secure and automated document distribution process.

YOU NEED AN EXPERIENCED AND INDEPENDENT DIRECTOR TO MANAGE YOUR ENTITIES

When incorporating a structure, you may look for a local professional to help you manage all aspects of your entity in the strictest confidence.

Our experienced directors can take care of managing your entities in each of the countries where we operate. Thanks to their deep backgrounds in their respective markets, you can rely on them to understand your business and be an effective partner for the life of your entities.



16 of the 20
LARGEST
PRIVATE DEBT
MANAGERS
IN THE WORLD



17 of the 20
LARGEST
PRIVATE EQUITY
HOUSES
IN THE WORLD



19 of the 20
LARGEST
REAL ESTATE
FIRMS
IN THE WORLD

OUR SCOPE OF SERVICES COVERS

Regulated and non-regulated Real Estate vehicles

• Real Estate Vehicle Launch

- Assistance and coordination of advisers and services providers
- Investor due diligence and anti money-laundering verification
- Review vehicle documentation from an administrative perspective
- Full compliance support at vehicle launch and beyond

• Real Estate Vehicle and Corporate Administration

Acting as central administration of regulated vehicles*:

- Investor communication including maintenance of register, management of capital call, distribution, investment statements, customised reporting and investor's query reply

From top vehicle entity down to property company:

Management of Companies

- Supply with independent directors, managers and legal signatories

• Domiciliation and Corporate Services

- Registered office, corporate and legal compliance (board and shareholders' meeting), maintenance shareholders' register and legal formalities
- Supply with independent directors, managers and legal signatories

• Corporate Treasury Management

- Cash flow and consolidated cash flow control and forecast
- Bank and treasury management

• Accounting

- Bookkeeping, accounting and reporting in local GAAP
- Stand alone and consolidated financial statements under local, US GAAP and IFRS
- Regulatory compliances (NAV calculation and reporting...)

• Tax Compliances*

- Return preparation, maintenance relevant contact with corresponding authorities, review tax statement and assistance with tax audit

Cross Border Coordination and Interfacing with Third Parties

REAL ESTATE PROJECTS (ACQUISITION, DEVELOPMENT AND DISPOSAL) AND RELATED STRUCTURING SUPPORT

- Analysis of transaction documentations, advisers' recommendations
- Issue of execution step plan and coordination with third parties
- Calculation and preparation of transaction cash drawing
- Inter-actions with involved parties
- Organisation and participation of decisional process (board of directors, investment committee...)
- Coordination and Execution of decisional process in respect to:
 - Entities set up (banks, notaries, legal & tax advisers)
 - Transaction deeds (power of attorney...)
 - Capital calls and cash transfer
 - Increase in capital
 - Transaction financial instruments
 - Cash distribution
- Transaction process finalisation including communication of final documentation, organisation of newly set up entities

SPECIAL SERVICES*

• Liquidation Services

- Offer liquidator mandate or assistance to liquidator
- Coordination third parties involved in liquidation (notaries, legal and tax advisers, financial institutions...)
- Corporate administrative and legal compliance (accounting, reporting, tax...)
- Corporate secretarial compliance (shareholders' meeting...)
- Handling day-to-day company business and monitoring third party relationship
- Supply with customised services related to company liquidation

• Assistance with Office Set-Up and Dedicated Organisation

- Assistance with premises and IT installation
- Assistance with human resources (recruitment, payroll...)

• Depositary Services

- Oversight duties
- Safekeeping of assets
- Cash monitoring

*these services may not be provided in certain jurisdictions

For additional details on our services and locations:
www.alterDomus.com

Or please contact us:
real-estate@alterDomus.com
