

PFS-PAXUS TRANSFER AGENCY

GLOBAL FUND
ADMINISTRATION TECHNOLOGY



*The leading supplier
of global fund administration software
for alternative and traditional funds*



PACIFIC FUND SYSTEMS





PFS-PAXUS

GLOBAL FUND
ADMINISTRATION TECHNOLOGY

PFS-PAXUS is a specialist accounting and administration system that is the product of choice for administrators of both alternative and traditional funds across the globe.

PFS-PAXUS is a proven global technology solution for the fund administration industry that enables clients to automate all fund administration components on a single platform. **PFS-PAXUS** improves administrative efficiencies, implements essential controls, manages operational risk and ultimately empowers service partners to exceed the expectations of their clients.

The award winning **PFS-PAXUS** system supports wholesale fund administration and the administration of all manner of open and closed ended traditional and alternative funds, including hedge funds and private equity investment vehicles.

TRANSFER AGENT | INVESTOR SERVICES
SHAREHOLDER SERVICES | UNIT REGISTRY
SHARE REGISTRY

PFS-PAXUS can be used as a fully integrated fund administration system, or in isolation as a functionally rich Shareholder Registry application.



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To learn more about the next generation of fund administration software please go to www.pacificfundsystems.com
or call +44 (0) 1624 632772 or email information@pacificfundsystems.com

To support the complex structures that exist in the alternatives industry such as multi-series structures, equalisation, partnerships and private equity investment vehicles, the share registry features of **PFS-PAXUS** include:

- ✓ Full share registry capabilities including lot level tracking
- ✓ Investor and related party details including contact information, bank account details, regulatory information etc.
- ✓ Transaction entry
- ✓ Control parameters including redemption terms, lock in periods, gates etc.
- ✓ Fees and Commissions
- ✓ Equalisation and series performance fees and consolidations
- ✓ Distributions processing
- ✓ Workflow functionality, including AML, for highly configurable control
- ✓ Integrated AML screening tools
- ✓ Detailed diagnostic/exceptions reporting
- ✓ Automated FATCA, CRS, Form-PF and AIFMD Annex IV data capture and reporting
- ✓ Automated allocation, including private equity structures
- ✓ Investor Communications, including encryption, for all communication types
- ✓ Document and Image Linking
- ✓ Pricing and NAV Publishing
- ✓ Transaction Regeneration
- ✓ Full audit trail
- ✓ Integrated cash management

“Portcullis benefit from utilising PFS-PAXUS and its web portal front end, PFS-CONNECT, as it efficiently accommodates all of our fund accounting and transfer agency requirements on a single, integrated solution.”

- Portcullis Fund Administration Services

PFS-PAXUS SHARE REGISTRY MODULES:

FUND TYPES

The award winning **PFS-PAXUS** system supports wholesale fund administration and the administration of all manner of open and closed ended traditional and alternative funds, including hedge funds and private equity investment vehicles. **PFS-PAXUS** supports unitised entities, unitised partnerships and non-unitised partnerships (including Private Equity vehicles) using a single interface across all fund types.

SHAREHOLDER INFORMATION

PFS-PAXUS allows users to record all of the necessary information relating to shareholders, brokers, intermediaries and related parties, including an extensive list of shareholder contact and identification details alongside all of the necessary regulatory and tax classification information. All records within **PFS-PAXUS** can be ring-fenced to ensure that only users with approved access can see or edit the relevant information. Records can be stored in encrypted format to meet specific jurisdictional requirements where necessary.

TRANSACTION ENTRY AND REGISTRY

Shareholder transactions can be manually input, entered by the investor directly via **PFS-CONNECT** (if appropriately authorised to do so), uploaded via a trade file or via interface. Future trades can be entered and the estimated value of that trade will update automatically if and when NAVs are confirmed, ensuring that liquidity forecasts provide the most up to date estimates. An interface with the Calastone network permits **PFS-PAXUS** to process share registry transactions received through the Calastone global transaction network.

DISTRIBUTIONS

Investor distributions can be calculated using two different methods; using the shareholding as of the record date or using number of days units have been held during the distribution period. Distributions can be declared at series or investor level and automatically reinvested according to the investor's preferences. Withholding tax can be deducted from distributions and the net amount included in the investor cash payments report.

REDEMPTION TERMS

Redemption terms from the offering memorandum can be stored in **PFS-PAXUS** and redemption frequencies, lock-ups, early redemption fees, and gates can be applied to redemptions to provide users with appropriate warnings if terms may be breached. The calculations are at lot level and where necessary and appropriate, **PFS-PAXUS** will perform the calculations using the original investment date irrespective of subsequent transfers, switches, and roll ups.



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SERIES CONSOLIDATIONS/ROLL-UPS

PFS-PAXUS enables users to create series groups and create a new series of shares based upon an existing series of shares. At the end of the incentive fee calculation period, the series can be consolidated or 'rolled up' automatically into the lead series within the fund class (or any other profitable series as the fund particulars dictate).

PERFORMANCE FEE EQUALISATION

PFS-PAXUS fully supports the calculation and collection of incentive / performance fees via the industry standard methodologies, including series of shares method and the equalisation method to ensure that incentive fees are equitably accounted for and reported accordingly.

DOCUMENT AND IMAGE LINKING

Documents and images stored on the network can be linked to certain **PFS-PAXUS** system tables, the practical application of which can achieve multiple operational efficiencies. For example this functionality would allow the image of an authorised signatory list to be linked to a number of different investors, with the image link accessible via each investor record thus simplifying the signature verification process.

AUDIT TRAIL

All input and amendments to system entries are written to audit trails including the change, time, date, user and authoriser. A quick key is available on the most widely used entry screens to quickly view the entry and amendment history for the record concerned.

INVESTOR STATEMENTS

Acknowledgement letters, contract notes, NAV statements, Transaction statements and many other types of investor communications can be generated within **PFS-PAXUS** ready for issue by post, to be sent by email or sent from a facsimile server. Copies can be sent to an unlimited number of related third parties as required. The Statement Builder functionality included in the application allows users to design their own statement formats and link the designs to individual funds. A language translation feature provides additional multi-lingual support.

ANTI-MONEY LAUNDERING

PFS-PAXUS supports the collection, monitoring and reporting obligations of statutory Anti-Money Laundering requirements, enabling users to define and maintain AML checklists depending on the fund, category, jurisdiction and/or location of the individual investor. Outstanding or outdated documentation can be easily identified and followed up with by utilising existing **PFS-PAXUS** reports and investor communication templates. The features of the AML module are intuitively integrated within the core Share Registry module so that users can be warned or stopped from undertaking certain actions where necessary, allowing internal policies and procedures to be incorporated and safe guarded within **PFS-PAXUS**. Expired or outstanding AML related documentation can be automatically requested and chased up. With regards to the ongoing and timely monitoring of all counterparty information against World-Check, **PFS-PAXUS** is able to interface with third party software to actively facilitate this important process. **PFS-PAXUS** system administrators can implement, monitor, report and change all AML related controls where necessary, demonstrating compliance and evidencing active follow up where needed.

AUTOMATED TRANSACTIONS

Shareholder transactions can be manually input, entered by the investor directly via **PFS-CONNECT**, uploaded via a trade file or via interface. An interface with the Calastone network permits PFS-PAXUS to process share registry transactions received through the Calastone global transaction network.

CASH MANAGEMENT

For subscriptions the cash received date can be entered on the transactions and for redemptions, the payment of redemptions can be deferred to correctly account for the cash movements in the general ledger. Acknowledgements for receipt of cash and cash payment advices can be sent automatically to the investor in accordance with their communication preference by email, fax or hard copy letters. An investor payments report can be generated for all redemptions and distributions confirming the amount to be paid, all the necessary references and the investor's payment instructions.

FUND REPORTING

STANDARD REPORTS Over 120 standard reports provide a number of different formats for financial statements, detailed workings of fee calculations, share registry reports and securities/portfolio related reports.

REGIONAL REPORTS Jurisdiction specific reports are available for regulatory requirements in various regions including Australia, Canada, Europe and USA.

WEB ACCESS

PFS-PAXUS has an optional module **PFS-CONNECT** which permits investors, managers and financial advisors access to fund data and reports in real-time over the web. With appropriate permissions, investors and authorised parties are also able to place share registry transaction orders and update their account information directly via **PFS-CONNECT**.

REGULATORY REPORTING

PFS-PAXUS contains detailed and comprehensive functionality to manage regulatory global and local reporting responsibilities, including FATCA, FINRA's Private Fund Reporting Depository for Hedge Funds, Annex IV, Form PF, CRS (Common Reporting Standards). A number of regional regulatory and tax reports exist for various jurisdictions including Luxembourg, Australia, Canada, USA and UK.

INTEGRATED OPERATIONAL WORKFLOWS

PFS-PAXUS allows users to record all of the necessary information relating to shareholders, brokers, intermediaries and a workflow module tracks user-defined workflow checks against each share registry transaction, and controls system actions according to fund level preferences. Automated chaser letters can be generated to follow up with investors for missing documentation.



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We understand that when it comes to researching technology solutions, it can be a challenge to clearly differentiate one from another.

Should you wish to learn more about **PFS-PAXUS** and **PFS-CONNECT** please get in touch and we will arrange an introductory discussion and a product demonstration with one of our experts, to provide you with a first-hand view of our award winning product range.

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