



Solutions for Private Equity

Accounting and Administration



Citi Private Equity Services

Citi Private Equity Services is a leading global provider of accounting, administration and tax services. We offer a highly customized shared service solution, experienced staff with robust industry knowledge, and leading-edge technology. As an industry pioneer, our focus has been exclusively on private equity sponsors and investors for over 17 years.

Citi Private Equity Services	
Number of clients.....	110+
Number of entities.....	775+
Committed capital under administration.....	\$155+ billion
SAS 70 Type II Compliant	

An experienced full-service provider, Citi can assume full turnkey responsibility for all your back-office accounting functions and processes, ranging from capital calls to financial reporting to tax compliance. We can supply the experienced personnel, technology and processes that you need to succeed. You control expenses, avoid building and maintaining costly technology and staff and maintain full control of all deliverables. Information and support access is readily available through your service team and the web.

We manage the administration – our core competency – and partner with our clients to enable them to focus on their core competency – world-class investment returns. Your internal resources can be focused on analyzing information for critical decision-making, building investor relationships, portfolio company development, strategic planning and other activities instead of being burdened with day-to-day matters.

A comprehensive offering

- **Industry expertise** – We have a dedicated global team of over 270 skilled professionals. This allows us to complete the most complex assignments for the most demanding clients.
- **Tailored approach** – We take the time to fully understand your business operations. Recognizing each client is unique, we can quickly address your specific business needs, using time-tested processes and procedures.
- **Robust technology** – Our investment in building state-of-the-art, web-based systems has yielded unparalleled access to information on a 24/7 basis.

Benefits at a Glance

- Years of experience and depth of talent
- Breadth of types of products served
- Ability to service all fund-related entities
- Ability to scale with growth
- Proven track record
- Financial strength and ability to be a long-term partner
- Leading clients
- Leading-edge technology
- Customized processes and solutions
- A culture of delivering industry “best practices”
- Institutional-grade infrastructure, including best-in-class business continuity and disaster recovery plans

- **Global presence, global reach** – Our full menu of investment services is utilized by clients worldwide. We have a global presence with an exclusive focus on private equity.

Complete Solutions for Fund Sponsors and Investors

Accounting and administrative services

- Sharing of best practices
- Review of offering materials
- Investor/contact database management
- Capital call/distribution processing and dissemination
- Books and records maintenance
- Developing fund economic models
- Allocations of profits and losses
- Capital account maintenance
- Financial reporting
- Investor reporting
- Investment reporting
- Audit assistance
- Performance measurement

Portfolio administration services

- Portfolio investment tracking and reporting
- Performance analytics
- Outstanding commitment monitoring
- Cash flow tracking and forecasting
- Statement reconciliation
- Portfolio valuation support
- Underlying portfolio monitoring

- Investment documentation maintenance

Tax services

- Prepare tax returns
- Maintain tax basis of investments
- Foreign and state withholding services
- Prepare schedule K-1s and/or equivalents
- Maintain tax capital accounts
- Tax planning strategies

Corporate services

- Maintain statutory and regulatory governance compliance for corporate entities, partnerships and trusts: Bahamas, Bermuda, British Virgin Islands, Cayman Islands, Luxembourg
- Offshore cash administration services

- Corporate Secretarial Services
- Shareholder Services (AML/KYC)

Types of clients

- Large financial institutions
- Private equity and venture capital firms
- Limited partners and investors
- Private equity divisions of Fortune 500 companies
- Private equity investment advisors

- Private Bank/wealth management groups
- Sovereign wealth funds

Types of funds

- Buyout
- Fund-of-funds
- Secondary
- Distressed debt
- Venture capital
- Mezzanine debt
- Real estate
- SBIC
- Employee
- Specialty
- Co-Investment

Types of entities

- Master fund
- Feeder fund
- General partner
- Manager
- Co-invest fund
- Transaction entities
- Carry vehicle
- Employee fund
- Hybrid
- Joint Venture Vehicles

Strength of Citi

Citi has the experience, the global scale and the state-of-the-art technology to meet the complex needs of private equity sponsors and investors – today and in the years to come. Our unmatched global presence and economy of scale create efficiencies and reduce operational costs.

Citi Private Equity Services is part of Securities and Fund Services, a division of Global Transaction Services (GTS), a primary business unit of Citi's Global Institutional Bank.

We can introduce your organization to a wide range of complementary products and services offered through Citi including cash or liquidity management, credit products, custody, escrow, foreign exchange, derivatives, private and investment banking.

Citi contacts

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We invite you to contact us for more information on how Citi Private Equity Services can meet your specific needs.

Visit our website:

www.privateequity.transactionservices.citigroup.com