

OUTSOURCED FAMILY OFFICE SERVICES

SERVICES OVERVIEW

February 2018

Ocorian was founded in 1971 and has extensive experience of establishing and managing complex high value structures for international clients.

The Family Office team at Ocorian have significant experience in establishing, working with and running both single and multi-family offices.

We appreciate that each family's requirements will be different and that setting up an office to provide services to the family can be both complex and costly. We can assist family offices in providing a range of services where an outsourced solution may be more cost-effective or provide greater flexibility. This allows the family office to focus on helping the client family effectively manage their interests in line with their personal and financial objectives.

Below is a range of services provided by our dedicated family office teams with the support of over 350 employees across Ocorian globally. We actively work with employees to compliment their skill set with an additional range of services enabling a complete administration service for the client family.

PRACTICAL ASSISTANCE

- Provision of office space on flexible terms within Ocorian
- IT hosting and support including a full business continuity plan and offsite recovery location
- Portals hosted in Jersey for sharing financial and other data with the client family in a secure environment and management of online filing systems
- Secretarial support
- Human resources including administering an employment company to employ the family office employees, pay all salaries and taxes, implement

employment contracts and deal with all related HR issues

ACCOUNTING AND REPORTING

- Book-keeping and accounting - full time or to cover peak periods
- Cash flow reporting including forward funding commitments
- Household expense reporting and budgeting using an App linked to our book-keeping software
- Bank covenant testing
- Cost benchmarking using our extensive knowledge of running costs across a range of homes, luxury assets and banking services
- Project reporting
- Assistance with due diligence
- CRS and FATCA reporting including provision of a FATCA responsible officer

REGULATED SERVICES

- Administration of trusts, private trust companies, companies, partnerships and foundations
- Provision of directors, registered office and company secretary in a variety of jurisdictions
- Protector services

OTHER SPECIALIST SERVICES

- Access to our network of specialist advisers covering a range of luxury asset classes as well as a range of lawyers and accountants we regularly work with
- Access to investment opportunities through our network (on a no commission basis)
- We are independent of investment managers but can provide an outsourced investment advisory

service including selection of managers and ongoing review of performance

- Treasury pooling arrangement for cash deposits in GBP, USD and EUR
- Selection and review of suitable insurance policies across a full range of luxury assets and specialist insurance products with external brokers
- Outsourced finance director
- Compliance functions and administration of client charities

WHAT OTHERS SAY ABOUT US

"Ocorian provides a technically first rate, commercial and client-focussed service - all prerequisites of acting for some of world's richest families. They are undoubtedly one of the leaders in their field."

Managing Director, Family Office

"Ocorian will always go that extra mile for clients"

Managing Director, Family Office

"In a fiercely competitive field, Ocorian has emerged as a provider of choice for family office services for major clients."

Partner, Big Four Accountancy Firm

"Ocorian truly distinguished themselves as great listeners, problem-solvers and creative providers of solutions."

High net worth client

KEY CONTACTS

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