

FULL CONCIERGE SERVICE FOR YOUR FINANCIAL COMMUNICATION IN A SERENE ENVIRONMENT



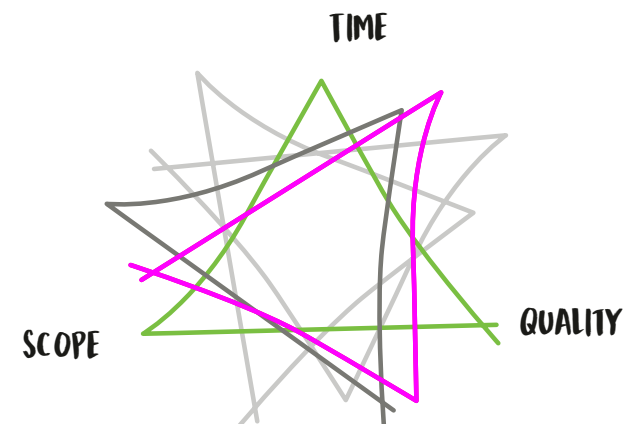
AT A GLANCE

FOUNDED IN 2006 ■ BASED IN
LUXEMBOURG ■ FINANCIAL DOCUMENT
MANAGEMENT FOR 512 FUNDS AND
SUB-FUNDS WITH AUM +80 BILLION US\$
■ DISTRIBUTED TO 37 COUNTRIES

OUR TEAM

Prisma is committed to producing high quality documents for the fund industry such as financial accounts, prospectuses, and shareholder mailings in a hassle free and timely manner.

We are an agile team of professionals, executing each project on time and on budget. Through excellent background knowledge and by integrating into each client's team, we take away the worries and prove that we can be trusted with all kinds of projects.



OUR VALUES

In everything we do, we are guided by the fair values of Flexibility, Adaptability, Integrity and Reliability.

- **FLEXIBILITY** We are open-minded and ready to take on any challenges and turn them around within the requested timeline.
- **ADAPTABILITY** By continuously improving our processes, we adapt ourselves quickly and efficiently to the latest technological advances in financial services.
- **INTEGRITY** We build collaborative relationships based on trust, respect and ethical behaviour.
- **RELIABILITY** We know the market and offer reliable solutions, complying with legislations and regulations.

OUR DOCUMENTS AND PROCESSES

FINANCIAL DOCUMENTS

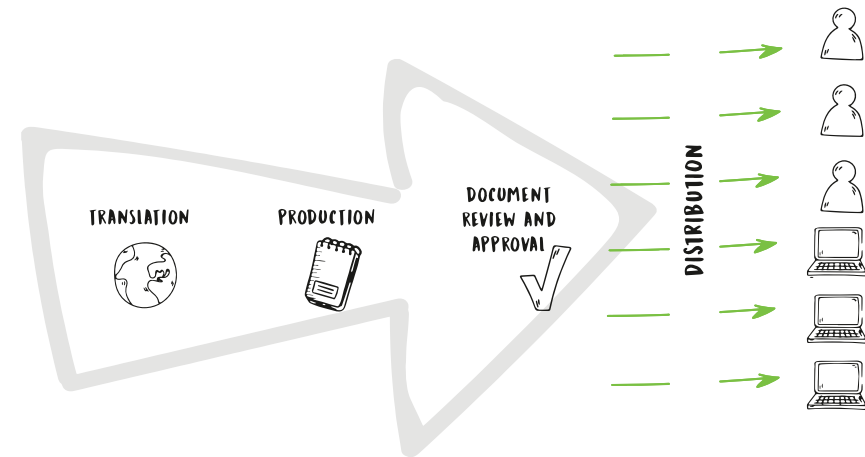
- Prospectuses ■ Shareholder Notices ■ UCITS KIIDs ■ PRIIP KIDs ■ EMT, EPT, CEPT ■ Application Forms ■ Articles of Association ■ Account Opening Forms
- ISIN Fund Code Sheet ■ Distribution Agreements ■ Switch and Conversion Forms
- Factsheets ■ General Terms and Conditions

EGM, AGM, PROXY VOTING

- Shareholder Mailing production ■ Annual General Meetings (AGM), Extraordinary General Meetings (EGM) ■ Electronic and traditional hard copy mailing
- Personalisation of documents ■ Fulfilment

FINANCIAL REPORTING

- UCITS and AIF reports ■ Audited annual reports, interim reports, quarterly and monthly reports ■ Direct liaison with administrators for source data ■ Semi-automated production of multi-lingual financial report and accounts ■ Advice and guidance on layout ■ Full respect of corporate branding



OUR SERVICES

