

# domiciliary/trustee functions of investment funds

## course description

From its creation until its liquidation, every investment fund must comply with certain legal and regulatory requirements, most of which are met through domiciliary or, in some markets, trustee functions. The domiciliary/ trustee functions of an investment fund are the basis for the life of the fund. Funds that are companies (e.g. SICAVs, OEICs) must be operated like normal companies with annual general meetings of shareholders, voting and annual reports. Other types of funds must also perform certain administrative functions that fall among the responsibilities of the domiciliary/trustee agent.

The purpose of this course is to describe in detail the domiciliary/trustee functions of a fund. The course is adapted to the legal and regulatory requirements of the individual market, in which it is delivered. Course participants should have previous knowledge of investment funds (cf., the 100-level course Investment Funds: Characteristics and Markets).

## learning objectives

By the end of this course, participants will have a good understanding of:

- the responsibilities of a domiciliary agent/trustee
- the different legal structures of investment funds and their operational impact
- procedures for creating and registering a fund
- the roles of the different players in the fund industry
- how a fund prospectus is compiled and the information that it must contain
- shareholder and board meetings
- the ongoing reporting obligations of a fund
- exceptional changes to funds and how they are executed (e.g., mergers, splits, liquidations)
- trends impacting domiciliary/trustee functions

## target audience

Anyone working in the investment fund industry who needs to understand domiciliary/trustee functions

## duration

1 day for up to 12 participants

## REGISTRATION FORM

Form to be completed by training department / line manager

### Domiciliary/Trustee Functions of Investment Funds

I, undersigned

Name	
First name	
Company	
Position	
Telephone	
Fax	
Email	
Billing address	

register the following person/people for the above-mentioned training course :

	Name	First name	Position
Mr / Mrs / Ms			
Mr / Mrs / Ms			
Mr / Mrs / Ms			
Mr / Mrs / Ms			
Mr / Mrs / Ms			
Mr / Mrs / Ms			
Mr / Mrs / Ms			
Mr / Mrs / Ms			

I have read and accept the following terms and conditions

Date and signature
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**Please return this form by fax to +352 22.55.99.99 or +352 22.06.39**

## Terms and conditions

### Fees

The rate for the training course is 400 Euro per person per day. The fee includes all supporting material, lunch and refreshments.

### Payment

The course fee must be paid in full on receipt of invoice. An invoice will be dispatched after completion of training.

### Cancellation policy

Courses that have been booked may be cancelled up to 10 business days before the scheduled date. If the course is cancelled after that time, it will be subject to a cancellation fee of 50% of the fees due up to 5 business days before the scheduled date and 100% after that time.

**fast training** reserves the right to delay or cancel training course at any time without liability. In these circumstances, participants will be offered an alternative date.

### Contact

For further information, please contact your Coordination Manager:

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