

## HOW INVESTMENT MANAGERS CAN BEST INTERACT WITH FUNDHOUSE

**Background:** Fundhouse operates a business model where we are paid by our clients, rather than the fund groups and client demand typically dictates the funds and fund managers that we evaluate. Accordingly, we do not operate a “buy list”. Instead, we start with the specific need a client may have and then find an appropriate manager to match with that need. We initially conduct a wide-ranging search, then move to a short list and will engage managers in more detail as this process progresses.

**Treating fund managers equally:** We receive a very high volume of approaches from fund groups to look at their underlying funds and strategies. Unfortunately, we cannot see each one and respond to each.

**How can you be included in a search or an existing client fund list?** The best way to make contact with us is to send emails to [research@fundhouse.co.uk](mailto:research@fundhouse.co.uk) rather than emailing any member of the team directly. This is a team email address that allows us to collate the necessary information on funds and ensures that we treat all managers equally.

**What should you send [research@fundhouse.co.uk](mailto:research@fundhouse.co.uk)?** It is important to send us the right information upfront so that we can gauge whether a follow up meeting would be useful. Below is what we would ideally like to receive upfront:

- A very brief summary of the strategy: named manager/s & their bios, philosophy, number of holdings, approach to investing, holding period and turnover, key drivers of excess returns.
- Strategy name & ISIN
- Important dates (such as any fund manager changes or business ownership changes)
- Business information (like your ownership and incentives)
- AUM of the strategy over time, as well as the broader team and the firm
- Standard fund RFP and the latest fund slides
- Investment guidelines
- If you are able to, the latest fund holdings in Excel (include date, weight and security ID)
- Sector and/asset allocation weights through time in Excel
- Long term attribution in Excel

**Do we look at each email?** Yes.

**Should you call us to follow up?** No, this would not be necessary, and you can assume that we will call you if need be.

**Should you expect a follow up?** No, these will be on an exceptions basis only.

**Will we agree to a meeting, face to face?** We are not always available, but it may be easier to accommodate some meetings if your fund managers come to our offices if we have not evaluated them before. But we will not usually have a meeting unless we have received the necessary information from the fund manager via our central team address, [research@fundhouse.co.uk](mailto:research@fundhouse.co.uk).

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