

# Representation of Foreign Collective Investment Schemes

UBS White Labelling Solutions – Representative Services



We are **Switzerland's leading fund management company** and also act as the representative for foreign funds distributed in Switzerland. We represent UBS own funds as well as **third-party funds** (e.g. asset managers as well as foreign fund companies), thus serving as their interface with the Swiss financial market supervisory authority FINMA and as a point of contact for Swiss investors.

## Requirements for distribution in Switzerland

Fund providers may distribute their funds in Switzerland to qualified and non-qualified investors. According to the Collective Investment Schemes Act (CISA), funds for non-qualified investors, as well as those for qualified investors under certain circumstances, must appoint a **Swiss representative as well as a Swiss paying agent** and must ensure that the relevant legal documents (including Swiss-specific requirements) are made available to Swiss investors free of charge. Where a fund is distributed to non-qualified investors, **FINMA approval** is also required for the fund in question. Finally, statutory **obligations to report, publish and inform** must be met.

## Everything in one place – our one-stop shop service

We offer you a one-stop shop service to keep your legal and reporting work to a minimum and conserve your operational resources. We leverage our experience and enlist specialists to make sure your onboarding process with UBS is seamless and register you rapidly with the financial market supervisory authorities, enabling you to access the Swiss fund market quickly. We offer all of our services for a yearly flat fee to ensure complete cost transparency and predictability. Naturally, we provide all of our services in accordance with applicable law and Swiss industry standards.

## Paying agent selection

- Arranging for paying agent services with UBS Switzerland AG.
- Coordinating between the Swiss paying agent, the foreign fund and their administrator / custodian bank as well as preparing all of the necessary agreements.
- Supporting the fund provider with alternative solutions if UBS Switzerland AG cannot / may not act as paying agent.

## Increased efficiency

As a Swiss representative, UBS Fund Management (Switzerland) AG coordinates all of the steps required to commence fund sales in Switzerland. In particular, this includes coordinating between the parties involved and preparing all of the necessary agreements. We can also reach out directly to specialists as required.

## Tax reporting

We can organize the following for you upon request:

- Working with external specialists to prepare key tax figures.
- Declaring taxable income to the Swiss Federal Tax Administration (SFTA).
- Verifying correct publication of submitted data and answering any questions from the SFTA.

## Regulatory management

- Monitoring regulatory developments in Switzerland and informing our clients as required.
- Advising the fund provider of amendments to the fund documents provided to Swiss investors.
- Updating contracts in the event of changes to the regulatory environment and as part of lifecycle management.

## Requirements for our representative services

- The fund provider has an established relationship with one of the following UBS platforms: UBS White Labeling Solutions, UBS Asset Servicing, UBS Hedge Fund Solutions or UBS Prime Services.
- The fund provider works exclusively with regulated custodians, distributors, asset managers and other service providers.
- To arrange paying agent services with UBS Switzerland AG, the custodian bank / depository of the foreign fund must have an established relationship with UBS Switzerland AG.

## Distribution via fund platforms

Thanks to our agreements with various fund platforms, we offer access to leading providers such as Allfunds, Clearstream Fund Centre, MFEX, etc.

## Change of service provider

Providing support and comprehensive coordination if you wish to change your current representative and/or paying agent.

## Contact us

UBS Fund Management (Switzerland) AG - Representative Services

### Head Representative Services

Michal Kaminski  
+41-61-288 84 24  
michal.kaminski@ubs.com  
ol-fmch-fmfd@ubs.com

Steffen Görner  
+41-61-288 53 89  
steffen.goerner@ubs.com  
ol-fmch-fmfd@ubs.com

Melina Di Benedetto-Baschung  
+41-61-288 94 10  
melina.dibenedetto-baschung@ubs.com  
ol-fmch-fmfd@ubs.com



Visit us:  
[ubs.com/wls](https://ubs.com/wls)

**For marketing and information purposes by UBS Asset Management Switzerland AG, its subsidiary or affiliate ("UBS").** For qualified investors / professional clients only. The contents of this document shall not constitute an obligation to buy or sell a service or a product, launch a product, but are pending to the positive outcome of further investigations as well as subject to internal and external approval. Please note that UBS retains the right to change the range of services, the products and the prices at any time without prior notice and that all information and opinions indicated are subject to change. The information and opinions contained in this document have been compiled or arrived at based upon information obtained from sources believed to be reliable and in good faith, but is not guaranteed as being accurate, nor is it a complete statement or summary of the markets or developments referred to in the document. This document does not create any legal or contractual obligation with UBS. This document is intended solely for the information of the person to whom it has been delivered and is for distribution only under such circumstances as may be permitted by applicable law. It is, in particular, not intended for distribution into the US and/or to US persons. UBS specifically prohibits the redistribution, reproduction or publication of this document in whole or in part without the written permission of UBS and UBS accepts no liability whatsoever for the actions of third parties in this respect. This document was written without reference to any specific investment objectives, financial situation or particular needs of any specific recipient. Further, this document includes services and products which require an individualized and tailor made set up. Such services and products may require further UBS internal approvals on a case-by-case basis, which may depend on various client- and UBS-specific factors. This document contains statements that constitute "forward-looking statements", including, but not limited to, statements relating to our future business development. While these forward-looking statements represent our judgments and future expectations concerning the development of our business, a number of risks, uncertainties and other important factors could cause actual developments and results to differ materially from our expectations. **Tax treatment depends on the recipient's circumstances and may be subject to change in the future. UBS does not provide legal or tax advice and makes no representations as to the tax treatment of assets or the investment returns thereon, either in general or with reference to specific recipient's circumstances and needs.** UBS recommends that recipients obtain independent legal and tax advice on the implications of the products/services in the respective jurisdiction before making decisions. This document and its contents have not been reviewed by, delivered to or registered with any regulatory or other relevant supervisory authority.

**UK:** The document has not been prepared in line with the FCA requirements. If you receive a request under the Freedom of Information Act 2000 for information obtained from UBS we ask that you consult with us.

**Singapore:** This document and its contents have not been reviewed by, delivered to or registered with any regulatory or other relevant authority in Singapore. This document is for informational purposes and should not be construed as an offer or invitation to the public, direct or indirect, to buy or sell securities. This document is intended for limited distribution and only to the extent permitted under applicable laws in Singapore. No representations are made with respect to the eligibility of any recipients of this document to acquire interests in securities under the laws of Singapore.

**Hong Kong:** This document and its contents have not been reviewed by, delivered to or registered with any regulatory or other relevant authority in Hong Kong. This document is for informational purposes and should not be construed as an offer or invitation to the public, direct or indirect, to buy or sell securities. This document is intended for limited distribution and only to the extent permitted under applicable laws in Hong Kong. No representations are made with respect to the eligibility of any recipients of this document to acquire interests in securities under the laws of Hong Kong.

© UBS 2022. The key symbol and UBS are among the registered and unregistered trademarks of UBS. All rights reserved.  
UBS Europe SE, Luxembourg Branch, 33A avenue J.F. Kennedy, L-1855 Luxembourg, R.C.S. Luxembourg No. B209123  
UBS Fund Management (Luxembourg) S.A., 33A avenue J.F. Kennedy, L-1855 Luxembourg, R.C.S. Luxembourg 154.210  
UBS Fund Management (Switzerland) AG, Aeschenvorstadt 1, CH-4051 Basel  
UBS Fund Management (Ireland) Limited, 1 College Park House - South Frederick Street, Dublin 2