

Santa Fe Trust



TRUST INDEPENDENCE®

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Santa Fe Trust believes in excellence. Our clients expect and deserve the highest quality fiduciary services. We devote ourselves to that standard, regardless of the size or status of the client. Our pursuit of excellence is based on our respect for the fiduciary role we fill.

Santa Fe Trust is a privately held independent financial institution. We act without the influence of any affiliated corporate structures who may coordinate trust administration with other corporate interests. We act in our client's interests.

Santa Fe Trust's executive management team is composed of successful entrepreneurs with strong track records of achievement and recognition. We understand the needs of trust clients and their professional advisors from a unique viewpoint: we are all former trust clients.

Our perspective is reflected in the fiduciary services that Santa Fe Trust provides. This is of substantial value to our clients; we understand what trust clients need.

The combination of:

- 1) independence to act for our clients, and
- 2) ownership and management experience as trustors, co-trustees and beneficiaries,

creates an understanding of uses and flexibilities of trusts that offers clients ways to utilize trusts that differ from many in the trust administration market place.



Founded in 1997, Santa Fe Trust has provided personalized and strategic alliance services to individuals, businesses and financial advisors. Our history of leadership in trust administration has enabled many clients to flourish. Santa Fe Trust's expertise in personal, charitable and unique asset trusts and institutional private-label support matches the traditional and evolutionary trust administration and fiduciary services needs of our clients.

Our trust services model allows us to work with clients, professional advisors and institutions throughout the United States.



Santa Fe Trust generally works with investment professionals to assure performance of trust portfolios. As trustee, we delegate investment responsibility for trust assets by engaging outside qualified financial advisors through the use of an agency agreement which generally allows our clients to continue to use the advisors they know and trust.

As part of our asset management agency agreement Santa Fe Trust requires the qualified financial advisor to conform with Prudent Investor and Santa Fe Trust Investment Guidelines and to document each trust's investment policy which is then acknowledged in writing by both the client and Santa Fe Trust. Our Trust Officers ensure adherence to these guidelines in their regular review processes.

Subject to our investment guidelines, Santa Fe Trust generally accepts:

- Publicly traded securities (stocks, bonds, mutual funds, ETFs, treasuries, etc.)
- Securities of closely held companies (with proper documentation and compliance information)
- Real Estate (residential and commercial)
- Oil and Gas properties and leases
- Public REITs and Private REITs (with proper documentation and compliance information)
- Private Placements (with proper documentation and compliance information)
- Certain tangible personal property

Generally Santa Fe Trust will *not* accept:

- Offshore investments that lack sufficient information for compliance and annual review purposes
- Private placements that lack sufficient information for compliance and annual review purposes
- Assets that produce unrelated business income (charitable remainder trusts are generally accepted)



Santa Fe Trust conducts a detailed review on all accounts considered for administration before acceptance and at least annually thereafter. The scope of review includes fiduciary management and asset reviews. Assets are reviewed for compliance, performance, appropriate diversification, asset allocation, concentration, risk and adherence to prudent investment standards, the standards expressed in the trust document and each trust's agreed investment guidelines.

Statements

All client assets at Santa Fe Trust are balanced and reconciled to the account statement(s) to ensure that all activity and positions are reflected accurately. All cash processes are subject to dual control procedures.

Professional advisors on each account may also receive copies of the client statements. Financial advisors are typically responsible for trade execution as well as certain transactions at the custodial level.

Compliance and Audit

SFT is audited annually by an outside Certified Public Accountant and the New Mexico Financial Institutions Division. Specific attention is given to:

- (a) corporate financial statement's compliance with Generally Accepted Accounting Procedures (GAAP),
- (b) the system of internal controls and the effectiveness of its control structure;
- (c) compliance with designated and applicable laws and regulations affecting Santa Fe Trust and the various types of fiduciary accounts it offers;
- (d) corporate and trust accounting, internal and external auditing and financial reporting processes.

Fees

Generally fees for most relationships are collected on a monthly basis.

Santa Fe Trust's unique fee schedule is inclusive. We do not charge additional fees for such items as wires, checks, stop payments or overdrafts.

Fees are based on fair market value at the close of each billing period and the type of asset held in trust.

Taxes

Santa Fe Trust provides detailed tax reporting to outside tax professionals for the preparation of trust tax returns. Fees for outside tax return preparation are then paid by the trust. We review these returns, process any payment due and file tax returns for each trust.

When the client does not have a preferred CPA or tax professional, Santa Fe Trust will outsource the tax return preparation. Clients generally receive a cost saving from Santa Fe Trust's bulk pricing due to the many returns that we contract to have prepared annually.