

SIMPLIFYING COMPLEXITY

ASSET MANAGEMENT

ACCOUNTING | LEGAL | TAX



Knight Frank and Rödl & Partner offer full asset management services for landlords and investors active on commercial real estate market in Poland.

We focus on complex value added asset management advisory together with comprehensive financial accounting, legal and tax services.

We offer all services which are necessary for real estate landlords and investor under one roof.

Our unique offer combines know-how, knowledge, experience and creative approach of two international, independent firms: Knight Frank and Rödl & Partner.



SCOPE OF SERVICES



We provide tailor made Asset Management, Accounting, Legal and Tax advisory services that comprise the following main areas of expertise:

ASSET MANAGEMENT

Value added and property related advisory for office and logistics property segments encompassing single properties and portfolios:

- ◆ Highest and best use advisory;
- ◆ Distressed asset repositioning in the market context;
- ◆ Re-financing and re-gearing of existing properties;
- ◆ Reviewing performance, valuation and exit strategy;
- ◆ Preparing and implementing asset value enhancement strategies;
- ◆ Lease extensions/renegotiations and managing re-letting activities;
- ◆ Re-packaging of vacant spaces with re-letting and void management;
- ◆ Preparing documents required for statutory reporting;
- ◆ Preparing operating cost analysis with cost savings advisory;
- ◆ Green buildings advisory (Green Benchmarking reports) and BREEAM certifications.

Corporate governance and management of SPV:

- ◆ Day-to-day administration of SPV in accordance with Polish legislation;
- ◆ Arranging formation and incorporation of SPV.

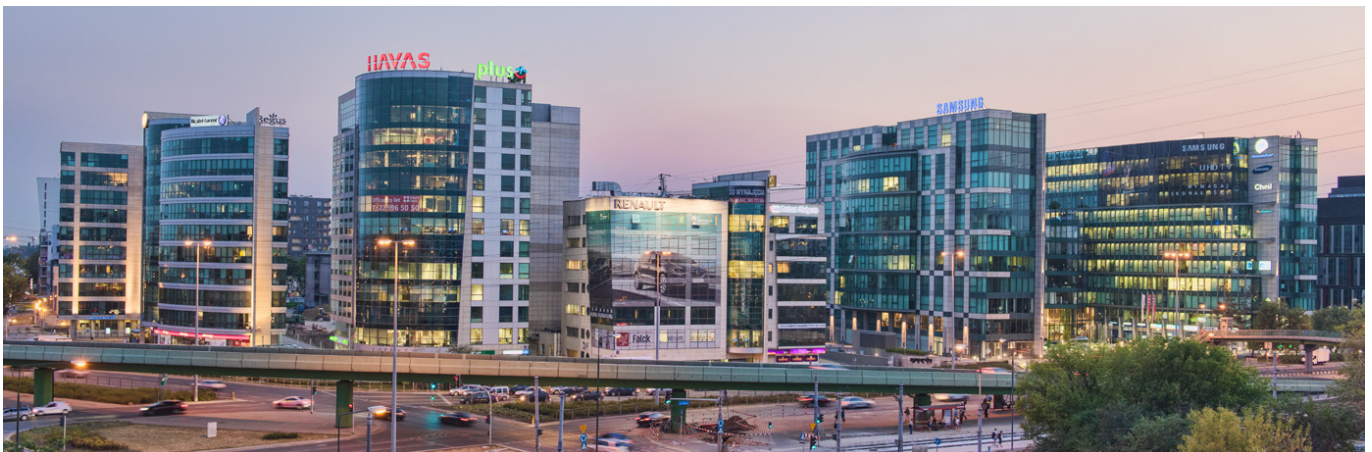
ACCOUNTING

- ◆ Comprehensive financial bookkeeping with Microsoft Dynamix AX and SAP;
- ◆ Reporting tailored to the real estate characteristics (cost centers divisions, cost reporting by service charge and landlord expense, profitability report, operational cost report etc.);
- ◆ Supervising together with the property manager, rent receipts, additional expenses and other operating fees;
- ◆ Support in obtaining all certificates, such as tax clearance certificates, from the tax authorities;
- ◆ Statutory accounting (VAT, VAT-UE, CIT, National Bank, Central Statistical Office);
- ◆ Fully fitted reporting according to IAS/IFRS, US-GAAP, German HGB, PL-GAAP;
- ◆ Preparing the annual financial statements in German or English;
- ◆ Assisting during the audit of the financial statements;

- ◆ Responding to enquiries from the client or other authorized personnel within 24 hours.

TAX & LEGAL

- ◆ Legal, tax and financial due diligence and audit of real estate;
- ◆ Risk management in cross-border business transactions;
- ◆ Deal structuring, tax-efficient integration and divestiture planning, financing arrangements,
- ◆ Credit Security;
- ◆ The licenses and administrative authorizations for real estate;
- ◆ Mergers & Acquisitions Advisory;
- ◆ Assistance with commencement and conduct business in Poland;
- ◆ Forms of financing business activity in Poland;
- ◆ Corporate & Commercial Law and legal representation;
- ◆ Real estate tax.



WHY OUR OFFER IS SO UNIQUE

Both Knight Frank and Rödl & Partner have nearly 25 years experience in providing services for clients in Poland. The companies offer **comprehensive services** in Poland in the offices located not only in Warsaw but also in the regional cities Kraków, Wrocław, Poznań, Tri-City, Gliwice, Katowice and Łódź.

We work in a **matrix-project structure**. This means that for every project a team of experts and advisors is formed from different fields of expertise to enable a comprehensive approach to each project. All Asset Management assignments are **tailor made** to suit specific client requirements.

Our business philosophy is as distinctive as our approach to clients. Our clients' problems do not fall into separate, neatly-labelled compartments. Our **one-stop concept** is based on balance of expertise across a range of core professional areas, combining them seamlessly, and working in interdisciplinary teams.

Our mantra is efficiency, customer care and innovation with Partner involvement in all instructions.



Knight Frank in Poland is part of the Knight Frank Group, one of the biggest international advisory firms in the real estate sector with over 100 years of tradition. Knight Frank operates on the developed and developing markets and due to strategic partnership with the US company, Newmark Grubb Knight Frank, it is present on five continents with over 12,000 staff operating from 370 offices in 55 countries. Services of Knight Frank are directed at meeting the needs of local and global property's landlords, tenants, investors and developers all over the world.

The company currently employs over 130 staff including professionals with Polish licenses for brokerage, property management and valuations as well as members of the Royal Institution of Chartered Surveyors (RICS), The Royal Town Planning Institute (RTPI) and HypZert.



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Rödl & Partner

Rödl & Partner is a German, international company providing integrated professional services in the areas of audit, BPO, legal, tax consulting and management consulting. The history of Rödl & Partner dates back to 1977 when it started in Nuremberg. Today, we are present in all major business centres around the world. With 102 offices in 46 countries, we are wherever our customers recognize the potential for economic engagement, offering them advice and assistance.

In Poland, we have been present for nearly 25 years. During this time, we have built our vast experience and earned the opinion of the leading adviser on foreign investments.



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