**Discretionary Fund Manager Checklist**

|  |  |  |
| --- | --- | --- |
| **Due diligence item assessed** | **Yes** | **No** |
| Details of the firm’s background to the firm & contact details |  |  |
| The firm’s investment philosophy |  |  |
| Key Characteristics of the manager |  |  |
| Discretionary services offered |  |  |
| Description of the types of model and tailored portfolios offered by the firm |  |  |
| Does the firm utilise Non Mainstream Pooled Investments (NMPIs) |  |  |
| Funds under management (£££) |  |  |
| Manager Charges |  |  |
| Adviser charging options identified |  |  |
| Investment instruments used |  |  |
| Relationship with the client (DFM/Adviser responsible for which parts of advice) |  |  |
| Minimum Investment |  |  |
| Benchmarks for performance and investment risk identified |  |  |
| Platforms/custodians currently available |  |  |
| Internal and 3rd party Investment Managers used identified |  |  |
|  |  |  |
| **Reason manager suitable for client** | | |
|  | | |