



## **Part 2A of Form ADV Firm Brochure**

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### **LEE EQUITY PARTNERS, LLC**

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This firm brochure ("Brochure") provides information about the qualifications and business practices of Lee Equity Partners, LLC. If you have any questions about the contents of this Brochure, please contact Joseph B. Rotberg, Chief Compliance Officer, at 212-888-1500. The information in this Brochure has not been approved or verified by the U.S. Securities and Exchange Commission or by any state securities authority. We refer to ourselves as a "registered investment adviser". Registration does not imply a certain level of skill or training.

Additional information about us is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

**Item 2.      Material Changes**

This Brochure contains no material changes from the last Brochure dated as of March 28, 2014.

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## Item 4. Advisory Business

Lee Equity Partners, LLC (“**Lee Equity**,” “**us**,” “**we**,” and “**our**”), a Delaware limited liability company, is an investment adviser located in New York, New York. We provide both discretionary and non-discretionary investment advice to certain private equity investment funds (the “**Funds**” or our “**Clients**”) that primarily make investments in private equity, equity-related, and other securities in accordance with the investment guidelines established for such Funds. Typically, we seek to invest in businesses which we believe have strong and sustainable competitive positions, sufficient scale to attract high quality professional management and the ability to demonstrate continued growth. We are a generalist firm with investment professionals who have significant expertise in a number of industries, including financial, healthcare and business services, retail and consumer products and media.

Lee Equity was formed by Thomas H. Lee in August 2006, and is currently led by Mr. Lee, Mark K. Gormley, Benjamin A. Hochberg, Yoo Jin Kim, David J. Morrison, and Joseph B. Rotberg. (our “**Partners**”). Mr. Lee is the managing member and principal owner of Lee Equity. Certain affiliates of Lee Equity serve as General Partner of the Funds (the “**General Partner**”).

Persons that invest in the Funds are referred to in this brochure as “**investors**” or “**limited partners**.” We provide both discretionary and non-discretionary investment management services to the Funds and not individually to the investors in such Funds. Lee Equity generally provides investment advisory services to each Fund pursuant to an investment management agreement (each, an “**Investment Management Agreement**”). Investment advice is provided by Lee Equity directly to the Funds, subject to the direction and control of the General Partner of such Fund.

Our Funds include those established primarily for limited partners not affiliated with Lee Equity, as well as those established to allow employees of Lee Equity and certain other individuals to invest in (the “**Affiliated Funds**” which are included in the definition of Funds in this document). Affiliated Funds may include limited partners who are not “**affiliates**” as such term is defined under the Investment Advisers Act of 1940, as amended (the “**Advisers Act**”).

Each of our Funds typically invests in, and divests of, each investment made by such Fund in parallel with one or more other Funds, including Affiliated Funds. The allocation of investments among the Funds is generally established pursuant to the organizational documents of the Funds and further determined in accordance with our allocation policy.

All Funds are exempt from registration under the Investment Company Act of 1940, as amended (the “**Investment Company Act**”), pursuant to Section 3(c)(1) and/or Section 3(c)(7) of the Investment Company Act.

The General Partner of a Fund may enter into separate agreements, commonly referred to as “**side letters**” or similar arrangements with a particular limited partner in connection with its admission to a Fund without the approval of any other limited partner, which would have the effect of establishing rights under or supplementing the terms of the applicable Fund’s partnership agreement with respect to such limited partner in a manner more favorable to such limited partner than those applicable to other limited partners. Such rights or terms in any such side letter or other similar agreement may include, without limitation, (i) excuse rights applicable to particular investments (which may have the effect of increasing the percentage interest of other limited partners in, and contribution obligations of other

limited partners with respect to, such investments), (ii) reporting obligations of the General Partner, (iii) waiver of certain confidentiality obligations, (iv) consent of the General Partner to certain transfers by such limited partner or (v) rights or terms necessary in light of particular legal, regulatory or public policy characteristics of a limited partner. Certain limited partners that have the benefit of a “most favored nation” provision are given the opportunity to elect the rights and terms in any side letter or other similar agreement that are applicable to such limited partners.

We do not participate in wrap fee programs.

## **Assets Under Management**

As of December 31, 2014, we managed \$1,200,782,495 of Client assets on a discretionary basis. This includes the committed capital that may be called by the Funds from their respective limited partners. As of December 31, 2014, we did not manage any Client assets on a non-discretionary basis.

## **Item 5. Fees and Compensation**

### **Management Fees**

Lee Equity generally receives management fees from our Clients in exchange for our investment management services. The amount of management fees which our Clients pay to us are provided for in their limited partnership agreements and/or the investment management agreements that they enter into with us. The management fees are paid quarterly in advance. The specific management fees payable by a Fund are negotiated at the time the Fund is formed. Certain Clients, whose investors may be employees, related persons of Lee Equity, or others, may pay reduced or no management fees. Management fees may be waived by us and, under certain circumstances, are subject to reduction.

Management fees payable to us are typically deducted from cash held by a Fund following the funding of an undrawn capital commitment by the investors in such Fund, or the withholding of such amounts from proceeds otherwise distributable by such Fund, in accordance with the Fund’s limited partnership agreement. If we do not provide services for the full period in respect of which such management fees are paid, we will return a pro rata portion of such management fees calculated based upon the number of days remaining in the applicable time period.

### **Other Fees**

We may receive directors’, consulting, monitoring and other similar fees or other transaction fees in connection with the investment activities of the Funds (“**Other Fees**”). In addition, we may be reimbursed by the Funds’ portfolio companies for expenses we incur in connection with our performance of the services that give rise to Other Fees. These Other Fees are generally agreed at the closing of a Fund’s investment in a portfolio company.

In general, the management fees that certain of the Funds pay us is reduced by a portion of Other Fees, if any, received by us in connection with the activities of the Funds. As a general matter, if the next installment of the management fee payable by a Fund is reduced to zero as a result of our receipt of Other Fees, the excess is carried over to the succeeding management fee payment date and applied as a reduction of the management fee but not below zero. Generally, upon dissolution of a Fund, we will refund the excess (up to the amount of aggregate management fees previously paid by such Fund) to such Fund for the benefit of its limited partners.

Each Fund will typically pay legal, organizational and offering expenses, including the out-of-pocket expenses of the Fund's General Partner and its agents, actually incurred in the formation of the Fund and such General Partner and, Lee Equity. Investors in the Funds will typically receive a reduction in management fees with respect to all such organizational expenses in excess of specific amounts and any placement fees as described in the limited partnership agreement of the relevant Fund. Investors in Affiliated Funds typically pay no management fees.

In addition, each Fund will typically pay all costs and expenses relating to its operations, including, but not limited to the following:

- Expenses, costs and liabilities associated with the operation of the Funds and its Portfolio Investments
- expenses, costs, liabilities and all out-of-pocket expenses including but not limited to travel, lodging, meals and entertainment incurred by us in connection with the identifying, structuring, negotiating, making, monitoring, sale, proposed sale, or other disposition or valuation of Portfolio Investments of the Funds;
- third party advisor fees and expenses and all out-of-pocket expenses including but not limited to travel, lodging, meals and entertainment incurred by us in connection with transactions evaluated on behalf of, but not consummated by the Funds (i.e., broken deal expenses);
- legal, auditing, consulting and accounting fees and expenses (including costs of reports to the Funds' limited partners, financial statements, tax return preparation and tax compliance);
- brokerage commissions, custodial fees, appraisal fees and other investment costs actually incurred in connection with actual Portfolio Investments;
- expenses incurred by the General Partner or us in connection with acting as the Funds' "tax matters partner";
- expenses of meetings of the Funds' advisory committee and of limited partners;
- all indemnification, liability and other insurance expenses;
- interest on and fees and expenses arising out of all permitted borrowings made by the Fund;
- all expenses of liquidating the Fund;
- any taxes, fees or other governmental charges levied against such Fund;
- all expenses incurred in connection with any tax audit, investigation, settlement or review of the Fund, including all expenses incurred by the Funds' General Partner in connection with its duties as the tax matters partner of the Fund;

- placement agent fees incurred in connection with the formation of a Fund, subject to a 100% offset against the Management Fee of such Fund; and
- extraordinary expenses (such as litigation).

Neither we nor any of our supervised persons accepts compensation for the sale of securities or other investment products. One or more of our supervised persons may serve as a member, which may include Chair, of the board of directors or advisory board of a non-public entity not affiliated with the Funds or us and may receive compensation in connection with such personal service to such entities.

We have relationships with certain senior professionals who provide certain key value-added services to the portfolio investments of the Funds (the **“Senior Advisors”**). These Senior Advisors are not employees or members of Lee Equity, although in some cases they are members of the General Partner and may have a carried interest in the Funds’ portfolio investments. Such Senior Advisors may receive compensation from the Funds’ portfolio investments and such compensation will not result in offsets to or reductions of the Management Fees. During 2014, one of our Senior Advisors served as Chairman of the Board of a portfolio investment and received \$250,000 of compensation directly from that portfolio investment. No portion of this compensation was offset as a reduction of Management Fees in 2014. No other fees were paid by any portfolio investment to any Senior Advisor during 2014. In addition, the Senior Advisors generally are not subject to certain restrictions we impose on our supervised persons in connection with activities unrelated to our business.

## **Item 6. Performance-Based Fees and Side-By-Side Management**

The General Partner of each Fund is generally entitled to a “carried interest” on such Fund’s profits in accordance with the provisions of such Fund’s limited partnership agreement. The “carried interest” is generally equal to a percentage of the investment proceeds distributed by a Fund in excess of the capital invested by such Fund’s limited partners, and is subject to a preferred return. The General Partner of each Fund is also subject to a “clawback” of “carried interest” previously received to the extent that it has received cumulative distributions in excess of amounts otherwise distributable to the General Partner by such Fund as “carried interest”, applied on an aggregate basis covering all transactions of the applicable Fund. In no event will the General Partner of a Fund be required to restore more than the cumulative distributions received by such General Partner as “carried interest” determined on an after-tax basis. The “carried interest” percentage to which the General Partner of a Fund is entitled is negotiated at the time such Fund is formed. Certain Clients, whose investors may be employees, related persons of the firm, or others, may pay reduced or no carried interest.

The existence of the General Partner’s carried interest may create an incentive for us to make more speculative portfolio investments on behalf of our Clients than we might otherwise make in the absence of such performance-based arrangement.

## **Item 7. Types of Clients**

We provide both discretionary and non-discretionary investment advice solely to the Funds. We do not have any requirements for opening or maintaining an account.

## **Item 8. Methods of Analysis, Investment Strategies and Risk of Loss**

### **Investment Strategies and Methods of Analysis**

Generally, we utilize the methods of analysis and investment strategies as detailed in the offering memorandum and governing documents of a Fund. We generally seek to make private equity investments in growth-oriented companies which have strong and sustainable competitive positions, sufficient scale to attract professional management and the ability to demonstrate continued significant growth.

Our Partners engage in sourcing, diligence, financing, monitoring and exiting high-growth, leveraged private equity investments. A core element of our investment strategy is working with portfolio companies to add value through strategic positioning and operating improvements. As a result, we seek to obtain control or to exert significant influence over the company's strategy, operations and governance. Our investment strategy does not include frequent trading.

We are a generalist firm with investment professionals who have significant expertise in a number of industries, including financial, healthcare and business services, retail and consumer products and media. This model offers investors the combination of a generalist firm's broad market coverage and diverse and varied deal flow with a sector-focused firm's domain knowledge, networks and expertise. We seek companies that exhibit or have the potential to produce high margins, compelling growth rates, attractive free cash flow, high returns on capital and the ability to sustain strong competitive positions.

We employ a comprehensive approach to managing our portfolio companies. This approach, which is encapsulated in a planning process called the Lee Equity Action Performance Plan or LEAP Plan, creates a systematic framework through which we can monitor and influence the progress of each portfolio company's short- and long-term operating, strategic and financial plans. Our value-add includes strategy, management, operational and financial initiatives. We work with management teams to build depth among the operating leadership group. Lastly, we oversee the development and implementation of systems and controls, reporting and decision making tools to augment each company's existing capabilities.

### **Risk Factors**

Private equity investing involves significant risks that a Fund and its investors should be prepared to bear. Investing in the Funds involves significant risks relating both to the types of investment contemplated and our ability to achieve the investment objectives. The discussion below of risks



associated with private equity investments does not purport to be an exhaustive list of all risks associated with an investment in our Funds. Please see the confidential offering memoranda or other risk factors of the respective Fund for a more detailed discussion of risks.

Risk of Loss of Capital. Investing in securities involves the risk of loss of capital. While we believe that our investment processes, strategy and research techniques mitigate the investment risk through a careful selection of investment opportunities, no guarantee or representation is made that we will achieve a Fund's investment objectives or that we will be successful.

Leverage. While investments in leveraged companies offer the opportunity for capital appreciation, such investments also involve a high degree of risk. Our Funds' investments may be highly leveraged and therefore may be more sensitive to adverse business or financial developments or economic factors. Moreover, rising interest rates may have a more pronounced effect on the profitability or survival of such companies. If for any of these reasons a portfolio company in which we invest on behalf of a Fund is unable to generate sufficient cash flow to meet principal or interest payments on its indebtedness or make regular dividend payments, the value of the investment in such portfolio company could be significantly reduced or even eliminated.

Illiquid and Long-Term Investments; Lack of Transferability. Although our Funds' investments may generate current income, the return of capital and the realization of gains, if any, from such investments is expected to occur upon their disposition. Such investments are typically held for a number of years before they are sold. Furthermore, it is unlikely that there will be a public market for such investments and their securities generally may not be sold publicly unless their sale is registered under applicable securities laws, or unless an exemption from such registration requirements is available. In addition, in some cases, the sale of such investments may be prohibited or limited by contract for a period of time, and as a result, we may not be permitted to sell such investments at a time we might otherwise desire to do so.

Highly Competitive Market for Investment Opportunities. The activity of identifying, completing and realizing on attractive private equity investments is highly competitive and involves a high degree of uncertainty. There can be no assurance that we will be able to identify and complete investments that satisfy our Funds' investment objective, or realize the value of their portfolio investments, or that we will be able to fully invest their commitments. Nevertheless, our Clients will be required to pay our management fees based on aggregate commitments during the Fund's commitment period.

Portfolio Company Management Risks. It is common for the portfolio companies in which our Funds invest to rely on the services of a limited number of key individuals, the loss of any one of whom could significantly adversely affect the portfolio company's performance. While we monitor each portfolio company's management team, each such team will ultimately have day-to-day responsibility for the business of such portfolio company.

Concentration of Investments. Each Fund generally invests in a limited number of portfolio companies and, as a result, its returns may be affected by the performance of a single investment. Furthermore, because we typically have broad discretion to invest a considerable portion of a Fund's assets in a single

investment, and all of the Fund's assets in a particular industry, adverse movements in the value of a single investment or the health of a particular industry could have a considerably greater negative impact on such Fund than would be the case if we were not permitted to concentrate investments to such an extent.

Control Position. The exercise of control over portfolio companies may expose our Funds to additional risks of liability for environmental damage, product defects, failure to supervise management and other types of liability in which the limited liability that generally characterizes business operations may be ignored. While we intend to manage our Funds so as to minimize exposure to these risks, the possibility of successful claims cannot be precluded.

Board Participation. Our Funds may be represented on the boards of directors of certain of their portfolio investments. Although such positions may be important to our investment strategy and may enhance our ability to manage the investment, they may also impair our ability to sell the investment when, and upon the terms, we may otherwise want. It may also subject us and our Funds to claims we would not otherwise be subject to, including claims of breach of duty of loyalty, securities claims and other director-related claims.

Non-U.S. Investments. Our Funds may invest globally. Foreign securities involve risks not typically associated with investing in U.S. securities, including risks relating to (i) currency exchange matters, (ii) differences between the U.S. and foreign securities markets, (iii) the absence of uniform accounting, auditing and financial reporting standards, practices and disclosure requirements and less government supervision and regulation, (iv) certain economic and political risks, (v) obtaining foreign governmental approvals and complying with foreign laws and (vi) the possible imposition of foreign taxes on income and gains recognized with respect to such securities. Furthermore, the legal systems in these countries may offer no effective means for our Funds to seek to enforce their rights or otherwise seek legal redress.

Illiquid Nature of Interests. Interests in the Funds have not been registered under the Securities Act, or applicable securities laws of any U.S. state or the securities laws of any other jurisdiction and, therefore, cannot be resold unless they are subsequently registered under the Securities Act and any other applicable securities laws or an exemption from such registration is available. There is no public market for the interests in such investment vehicles and one is not expected to develop. An investor generally will not be permitted to directly or indirectly assign, sell, pledge, exchange or transfer any of its interests or any of its rights or obligations with respect to its interests without the prior written consent of the General Partner (or other similar managing fiduciary) of such applicable investment vehicle, which consent may be given or withheld in accordance with the governing documents of such applicable investment vehicle.

## **Item 9.      Disciplinary Information**

None.

**Item 10. Other Financial Industry Activities and Affiliations**

We are not registered, nor do we have an application pending to register, as a broker-dealer or a registered representative of a broker-dealer. We are also not registered, nor do we have any application pending to register, as a futures commission merchant, commodity pool operator, a commodity trading advisor or an associated person of the foregoing entities. We have filed for an exemption from registration as a commodity trading advisor in accordance with Commodity Futures Trading Commission ("CFTC") Rule 4.14(a)(8). Lee Equity Partners GP, LLC has filed for an exemption from registration as a commodity pool operator in accordance with CFTC Rule 4.13(a)(3).

Lee Equity Partners GP, LLC, or Lee Equity Partners Opportunities Fund GP, LLC whose members are the Partners of Lee Equity, serves as the General Partner of the Funds.

We share common ownership with Thomas H. Lee Capital Management, LLC ("**THLCM**"), an adviser with assets under management of under \$25 million. THLCM's managing member is Thomas H. Lee Capital, LLC.

**Item 11. Code of Ethics, Participation or Interest in Client Transactions and Personal Trading****Code of Ethics**

We have adopted a Code of Ethics ("**Code**") which applies to us and our relying advisers and sets forth standards of business conduct we require of our supervised persons. The Code is intended to assist us and our supervised persons in complying with the requirements of Rule 204A-1 under the Advisers Act, as well as provisions of the federal securities laws pertaining to insider trading.

The Code contains a Procedures and Policy Statement on Insider Trading to inform employees and covered persons of what constitutes material, nonpublic information and the laws and requirements relating to insider trading and confidentiality and our policies in that area.

The Code also sets forth personal trading policies applicable to certain employees and certain family members and affiliates ("**covered persons**") that are designed to address actual or potential conflicts of interest (or appearances of conflicts) with the Funds.

Covered persons may not trade for themselves or recommend trading in the securities of a public company while in possession of material, nonpublic information concerning such company, or disclose such information to any person not entitled to receive it. A covered person is required to inform our Chief Compliance Officer whenever he or she believes that he or she may have obtained material, nonpublic information regarding a public company. In accordance with the Code, covered persons are not permitted to effect transactions individually in public companies that are portfolio investments of any of the Funds without the approval of the Chief Compliance Officer.

Our Code requires that covered persons report brokerage transactions to the Chief Compliance Officer. Transactions in certain financial products, including certain mutual fund shares, U.S. government securities, investment grade debt securities and certain money market instruments may be excluded from such reporting requirements.

Our Code also requires that covered persons seek pre-clearance with respect to investments in any private placement or initial public offering. These limitations and pre-clearance requirements may not apply to transactions in certain investments, including investments in accounts over which the covered person has no direct or indirect control.

A copy of our Code of Ethics will be provided to any Client or prospective client upon request.

### **Conflicts of Interest**

*Participation or Interest in Client Transactions.* As described in Items 5 and 6, we are generally entitled to receive management fees and the General Partner of the Funds may also receive a carried interest from the Funds. The General Partner of the Funds also makes capital commitments to the Funds. We may receive fees from the Funds' portfolio companies for performing consulting and other services for, or serving as directors (or similar positions) of, such companies. Certain of the foregoing may represent a conflict of interest in our selection of portfolio investments for the funds. These potential conflicts of interest are mitigated in part because (i) typically, the General Partner has a capital commitment to each Fund; (ii) our consulting, servicing and board member fees are typically negotiated with applicable portfolio management teams and/or any roll-over equity holders; and (iii) typically, a portion of the consulting, servicing and board member fees we receive are offset against management fees otherwise payable by the Funds.

*Allocation of Investment Opportunities.* Because the formation of the Funds occurs sequentially over time, typically only one Fund is actively making investments at any given time and a successor Fund does not commence making investments until its predecessor Fund has generally ceased making new investments. To the extent that there is more than one Fund actively investing at any time, we will determine allocations to each Fund in accordance with its limited partnership agreement and on a basis that we believe is fair and equitable (taking into account a number of factors, including, without limitation, each Fund's available commitments), and transaction costs will be shared proportionately. Otherwise, except as described below, investment opportunities generally are not required to be allocated among Clients. Typically during a Fund's investment period, any suitable and appropriate investment opportunity that is presented to the Fund's General Partner (other than follow-on investment opportunities related to investments of a predecessor Fund, which will generally be offered to the predecessor Fund that made the original investment in accordance with the terms of its limited partnership agreement) will be offered solely to such Fund. We will maintain a record of those instances in which we allocate investment opportunities between or among Funds and the methodology of such allocation.

Pursuant to and in accordance with the terms of each Fund's limited partnership agreement, and subject to certain limitations, the General Partner of a Fund is generally permitted but is not obligated to provide in its sole discretion the opportunity to co-invest with such Fund in its portfolio investments directly or indirectly to certain (i) limited partners of such Fund, (ii) third parties, (iii) employees of the Lee Equity and (iv) other persons who can potentially add value to the Funds' activities by virtue of their association with the Fund and/or certain portfolio companies. In determining to offer any co-investment opportunity in a specific portfolio investment, except with respect to co-investment opportunities offered pursuant to the last sentence of this paragraph, we will generally first determine the appropriate allocation to the applicable Fund taking account of relevant circumstances before allocating any portion of such portfolio investment to one or more co-investors, unless we determine a particular co-investor may potentially add strategic value with respect to such portfolio investment or that offering such co-investment opportunity is otherwise in the best interests of the Fund. With respect to co-investments by certain of our employees, their family members and/or other persons who can potentially add value to the Funds' activities by virtue of their association with the Fund and/or certain portfolio companies, and where appropriate, each Fund's limited partnership agreement sets forth a maximum aggregate amount that is permitted to be co-invested by such persons in any single portfolio investment.

Co-investors will typically bear their pro rata share of fees, costs and expenses related to the discovery, investigation, development, acquisition or consummation, ownership, maintenance, monitoring, hedging and disposition of their co-investments and may be required to pay their pro rata share of fees, costs and expenses related to potential investments that are not consummated, such as breakup fees or broken deal expenses. Although we endeavor to allocate such fees, costs and expenses on a fair and equitable basis, there can be no assurance that such fees, costs and expenses will in all cases be allocated appropriately. In addition, co-investors may not agree to pay or otherwise bear fees, costs and expenses related to unconsummated co-investments (and in certain circumstances, co-investors may not bear such fees, costs and expenses because they have not been identified as of the time such potential investment ceases to be pursued). In such event, such fees, costs and expenses will be considered operating expenses of and be borne by the applicable Fund.

*Principal Transactions.* We do not anticipate purchase or sale transactions between any Fund and Lee Equity, its affiliates or its employees or entities owned by them. Any such transaction would be considered a "principal trade," which is governed by Section 206(3) of the Advisers Act. Any transactions between the Funds and accounts that are 25% or more owned by us or our employees have the potential to be considered principal trades that trigger the restrictions imposed by Section 206(3). Any potential principal trade would require the written pre-approval of the Chief Compliance Officer who would, among other things, ensure strict compliance with all requirements imposed by Section 206(3) of the Advisers Act and compliance with each Fund's limited partnership agreement, including obtaining any required limited partner advisory board approvals.

*Cross Transactions.* We are not affiliated with a registered broker-dealer and as such cannot engage in agency cross transactions. We generally do not anticipate crossing assets between the Funds. Any cross

trade would require the written pre-approval of one of our Partners and the Chief Compliance Officer who would, among other things, ensure that the transaction was at a demonstrably fair price and in each participating Fund's best interests and was made in accordance with each Fund's limited partnership agreement (i.e., any required limited partner advisory board approvals had been obtained).

**Partnership Expenses.** Certain expenses of the Funds, the general partners of the Funds or Lee Equity incurred in connection with the structuring, negotiating, making, monitoring, sale, proposed sale or other disposition of portfolio investments may be borne by one or more portfolio companies and, as such, shall not be paid by the applicable general partner or Lee Equity or paid or reimbursed by the applicable Fund.

**Travel Expenses.** The Funds will reimburse Lee Equity, the applicable general partner and its affiliates for out-of-pocket travel expenses, including, without limitation, air travel (which may include private or chartered air travel which will be charged in accordance with past practice, at rates not to exceed equivalent first class rates or first or business class), car services, meals and hotels (which may include luxury class accommodations), incurred in holding, developing, identifying, evaluating, negotiating, making, structuring, acquiring, monitoring, selling and otherwise disposing of portfolio investments and otherwise in connection with the business of the applicable Fund.

## **Item 12. Brokerage Practices**

We do not make regular use of brokers for the purposes of purchasing or selling securities on behalf of the Funds because the securities that we typically purchase or sell on behalf of the Funds are acquired and/or disposed of in privately negotiated purchase and sale transactions.

From time to time, we may use a broker to effect transactions in public securities resulting from, or in connection with, portfolio investments. In those instances, we have full discretionary authority with respect to the selection of, and commissions paid to, brokers. If we determine to engage a broker, we will select the broker considering the range and quality of its brokerage services, its execution capability, commission rate, financial responsibility and responsiveness to us, and the value to us of research provided, if any.

We do not receive soft dollar benefits or client referrals from broker-dealers in connection with client transactions.

## **Item 13. Review of Accounts**

Our Partners are responsible for oversight of the investment process. In addition, our investment professionals meet weekly to review all potential new and existing portfolio investments, and any issues raised during the weekly meeting requiring Partner review will be brought to the Investment Committee.

Limited partners in the Funds are provided with audited annual financial reports and unaudited quarterly financial statements, and quarterly descriptive information with respect to portfolio investments. These reports may be distributed electronically. Limited partners are also provided with annual tax information.

#### **Item 14. Client Referrals and Other Compensation**

We sponsor the formation of each Fund and we do not engage or compensate third party referral agents to solicit new clients for us. In the event that we engage, and will make a cash payment to, any solicitor of clients, we will do so in accordance with Rule 206(4)-3 under the Advisers Act. We will bear the full costs of any compensation paid to such solicitors.

#### **Item 15. Custody**

All cash and securities (except for Privately Offered Securities as defined in Rule 206(4)-2 under the Advisers Act and subject to SEC interpretation) are maintained with qualified custodians (which include U.S. registered broker-dealers and banks). Additionally, within 120 days after the end of the fiscal year of each Fund, audited annual financial reports prepared in accordance with generally accepted accounting principles are distributed to each Fund's limited partners.

#### **Item 16. Investment Discretion**

We have entered into an investment management agreement with each Fund. Each such agreement, together with the management authority granted to each Fund's General Partner pursuant to each Fund's limited partnership agreement, provides us with either full, limited or no discretion to determine investments to be purchased and sold on behalf of the Fund and the terms of the related transactions. Specific limitations on our investment discretion, if any, are set forth in the investment management agreement with, and the limited partnership agreements of, the Funds.

#### **Item 17. Voting Client Securities**

While the securities evidencing the private equity investments made by the Funds are not typically the subject of proxies, there could be certain circumstances where we, having discretionary authority over the Funds, may be asked to vote the securities of the Funds on restructuring or other corporate matters. It is our general policy to vote Client proxies in the interest of maximizing shareholder value.

We will also determine whether there is, or appears to be, a material conflict of interest that could influence the voting decision in a manner that would be adverse to the interest of a Fund. We have adopted policies to address these material conflicts of interest.

Under certain circumstances, when it is believed to be in the best interests of Clients, we may vote in a manner that is contrary to the proxy voting principles and guidelines or may refrain from voting.

A copy of our proxy voting policies and procedures will be provided to any Client and prospective client upon request. Current Clients may also request information about the way in which we voted in connection with assets held by them.

**Item 18. Financial Information**

Not applicable.

**Item 19. Requirements for State-Registered Investment Advisers**

Not applicable.