



## *Asset Manager Attendance Agreement – Hugo E&F Forums*

HUGO 2021 Spring Event (Virtual) on April 27<sup>th</sup> & 28<sup>th</sup>, 2021.

*This event is a private event by special invitation only.*

The attendance fee covers the asset manager's participation in the HUGO LP Forums 2021 Spring Virtual Event. The event will provide the opportunity for asset manager attendees to meet, via online video format, investment professionals from endowment and foundation organizations in the U.S. and Europe.

**Endowment & Foundation Participants (E&F):** Approximately 30 – 40 endowment and foundations will be participating in the event. The limited partner representatives will be senior decision makers, (e.g. VP, director, CIO, etc.) within their organizations.

**Asset Manager Participants (Manager):** Approximately 20 asset managers will be invited to the forum. The invited managers will be from a broad spectrum: PE, VC, HF's, private debt, global equity, niche/esoteric strategies, etc.

HUGO Forums will provide Managers, the following meeting opportunities with E&Fs:

- **Manager Summary:** HUGO will prepare a 3-page summary on the line-up of Managers participating in the forum. The summary will include a brief description of each manager, their strategy, etc.
- **Tear Sheets:** Prior to the forum Managers submit a one-page tear-sheet to HUGO.
- **Presentation:** Managers provide HUGO with a fund/firm presentation. Endowments and foundations who want a deeper dive for a Manager can request the presentation from HUGO.
- **Information Package:** A few weeks before the event HUGO will send E&Fs an information package comprised of the Manager summary and Manager tear sheets. The information packages will help E&Fs in selecting Managers with whom they wish to meet during the forum.
- **Itineraries:** In advance of the forum HUGO will prepare an itinerary for each Manager.
- **Manager Introductions:** Managers will have the opportunity to provide a five-minute introduction to all E&F attendees. These introductions will be split across both days of the forum.
- **Manager/E&F Meetings:** The 8-hour forum will have 4 hours dedicated to Manager/E&F meetings. In these segments Manager's will make 30-minute presentations to a small

group of investors, (up to 6 endowments per session). HUGO will arrange for each Manager to meet with a minimum of 5 E&Fs.

*NOTE: These will be private sessions for the asset manager and participating endowments, i.e. asset managers will only have access to their own sessions.*

- **Post-forum Meetings:** E&F meeting requests may exceed forum time capacity. HUGO will help arrange these E&F/Manager meetings after the forum.
- **Time Commitment:** While the virtual forum is approximately 8 hours, the actual time requirement for each Manager will be approximately 5 hours. This is essentially the time involved in Manager Introductions and the Manager/E&F presentations.

**Attendance Fee:** Managers participating in the forum will pay an attendance fee in the amount of \$7,500.