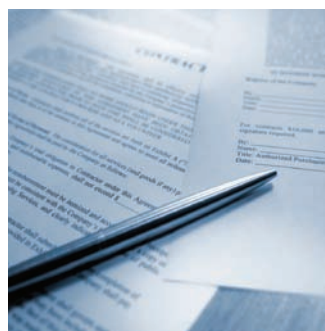
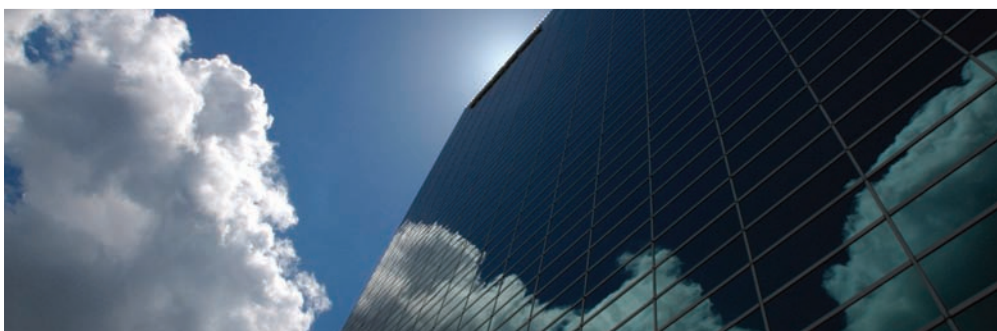
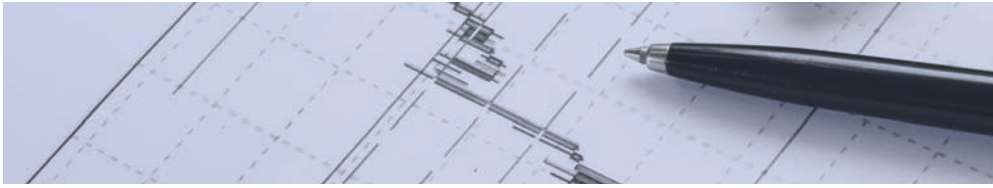


Scope of Services



The knowledge of value



Our business is about the knowledge of value.

Charterfields is a privately owned chartered surveying practice that follows a simple and straightforward business philosophy of creating a 'can do' culture to support, advise and deliver class-leading professional services.

We are international asset consultants providing bespoke valuation and asset management services for clients and professional intermediaries, covering:-

- Insurance Cost Assessments and Claims Management
- Financial Valuations and Asset Management
- Property Advisory
- Corporate Recovery, Asset Realisations and Asset Based Lending
- Compulsory Purchase, Dispute Resolution and Expert Witness

Insurance Cost Assessments and Claims Management

The accuracy of declared values is an essential feature of any cover programme, both to protect the assets of an entity and the interests of owners and shareholders and can, in extreme cases, affect the survival of a business.

Charterfields offer a comprehensive support service to clients, brokers and others in the UK and international insurance markets covering property, machinery and equipment, across all sectors of business and commerce.

Charterfields' innovative valuation health check service helps client protection by giving initial indicators of under or over insurance. This initial free service support has rapidly expanded Charterfields' position as a leading service provider.

Our claims management team supports clients and intermediaries with a comprehensive service offering assistance in the assessment and negotiation of claims, with a track record in resolving major and complicated losses.

We are not an agency-led mainstream practice, nor do we wish to be. Our client-focused services are all headed at director level, supported by a team of knowledgeable and proven individuals, with a goal of exceeding expectations and developing long term relationships with our clients.

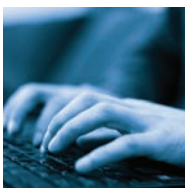
Our team of surveyors and valuers has extensive experience and a proven track record of conducting large-scale and complex assignments across most business sectors, nationally and internationally.

We operate from offices in London, Manchester and Sheffield, and in association with like-minded alliance partners around the world.



Financial Valuations and Asset Management

The challenge to meet compliance for financial statements under GAAP and IFRS





focuses on the determination of fair value, depreciation and, where relevant, impairment losses.

We offer a comprehensive valuation service to clients, intermediaries and others, across all sectors of business and commerce, for mergers, acquisitions and purchase price allocation, and as support in due diligence processes.

Charterfields responds to instructions worldwide, with reporting in full compliance with the International Valuation Standards Committee and the Royal Institution of Chartered Surveyors [RICS] Practice Statements and other leading international regulatory bodies. We cover the entirety of property, machinery and equipment asset holdings, with valuations of intangibles being offered through sector-matched alliance partners.

Our asset management services cover detailed accounting support, including the design and implementation of registers for financial and engineering applications, asset reconciliation, useful life reporting, and bar coding and asset tagging.



Property Advisory

Our property services team offers impartial and focused client support, with services covering valuation, agency, lease advisory, rating, capital allowances and building consultancy. Where required, we bring together cross-disciplinary teams to offer the full range of Charterfields' services linking property with business assets, backed by extensive sector knowledge and experience.



Corporate Recovery, Asset Realisations and Asset Based Lending

Corporate Recovery

Charterfields has extensive knowledge of procedures for maximising realisations for business assets and resolving the complexities surrounding insolvency and corporate recovery. We provide a comprehensive and sophisticated approach to instructions, and we strive to exceed expectations.

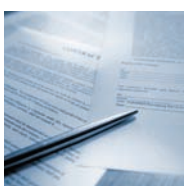
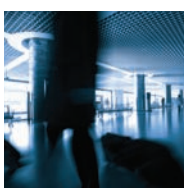
We provide a wide range of services including RICS compliant valuations, inventory analyses and third party asset appraisals, pre-appointment investigations, marketing and disposal advice, business brokerage and retention of title claim handling.

Asset Realisations

We offer a number of alternative routes to market including private treaty, tender sale and on-site auctions, as well as conducting regular online auction sales with global reach, to provide bespoke services to meet our clients' specific needs, whilst maximising returns and minimising costs.

Asset Based Lending

Asset based lending is supplementary to the more traditional forms of secured lending often found in manufacturing and commercial businesses. Charterfields regularly acts for many of the world's leading lenders and, whether it be a formal valuation or a desk-top appraisal of a group of assets or a single asset, our valuation reports are fully RICS compliant.





Asset Based Lending - Continued

Reports include a market overview of the relevant industry sector, appropriate remarketing periods in the event of default, and advice on specific borrower requirements which deliver accurate, informative and focused advice in challenging timescales.



Compulsory Purchase, Dispute Resolution and Expert Witness

Compulsory Purchase

The increase in legislation and case law relating to the rights and duties of companies owning and operating property and production assets often requires specialist support.

Our team acts both for acquiring authorities and those affected by Compulsory Purchase Orders providing valuation advice, specifically in the fields of compensation for extinguishment, business disturbance and machinery and equipment.

Charterfields has advised on many of the UK's leading redevelopment and infrastructure schemes.

Dispute Resolution

Often, matters in dispute can be resolved through the input of an independent party, bringing clarity and sense to problems where vested interests often dominate and block the way to a negotiated settlement.

Our team acts as independent advisors to assist parties unpick and settle disputes without the need for time-consuming and expensive litigation.

Expert Witness

Key members of the Charterfields valuation team accept appointments to act in the role of expert witness where cases enter litigation and are scheduled for court, tribunal or arbitration.

We are qualified to deal with a range of general practice valuation matters, including insurance cost assessments, industrial and commercial property valuation, rental valuation, machinery and equipment valuations, and dilapidations.

Our reports assist the court in matters of which the witness has expertise, and at all times comply with the Civil Procedure Rules.

Our services cover:-

- Buildings, structures, civil and site works
- Tenants' improvements
- Heritage property
- Production and manufacturing machinery and equipment
- Site service installations
- Industrial fixtures and fittings
- Office furniture and equipment
- Computer systems hardware
- Telephony and data systems hardware
- Tooling, jigs, moulds and patterns
- Contracts
- Stock inventory
- Retention of title goods
- Transport
- General contents



Insurance Cost Assessments and Claims Management



Points of interest

- Under insurance is the key factor in claim settlements being reduced.
- Many clients fail to update and review declared values.
- Special consideration is always needed for heritage risks.

The accuracy of declared values is an essential feature of any cover programme, both to protect the assets of an entity and the interests of owners and shareholders and can, in extreme cases, affect the survival of a business.

A common challenge for clients is understanding the true level of declared value, with correct identification of value being essential as under insurance may lead to a shortfall in claim settlement due to the application of 'average', whilst over insurance simply results in excess premiums being paid for no economic benefit.

Insurance Services

Charterfields offer a comprehensive support service to clients, brokers and others in the UK and international insurance markets covering property, machinery and equipment, across all sectors of business and commerce.

Valuation Health Check

Our valuation health check service provides clients with an initial free investigation to determine whether existing declared values are reasonable in terms of general parameters for the class of asset at risk, and provides a useful mechanism by which an insured party can begin to better understand the issues that affect and influence value.

The scope of service covered in a valuation health check embraces material risks and key elements of business interruption.

Insurance Assessment

Our insurance assessment service covers rebuilding or replacement costs of assets, consideration of debris removal and professional fees, advice on the treatment of value-added tax, and information on the recommended indemnity period for business interruption.

We also provide advice on the treatment of heritage risks, indemnity assessments based on market values, modern material approaches and first loss analysis.



Cost and Asset Monitoring

As part of our insurance assessment service, we provide at no additional cost, a two year period of cost monitoring to enable declared values to be updated annually. Our monitoring service is under-pinned with constant research of cost and value trends that are directly relevant to the asset base of each client, rather than relying solely on standard guides and publications.

For property, we analyse and monitor building tender rates and regional variations. In relation to machinery and equipment, we monitor cost movements and analyse exchange rate fluctuations for imported assets.

In cases where clients incur significant annual capital expenditure within the monitoring period, we offer a highly cost effective interim valuation review scheme, enabling accurate declared values to be maintained. This brings added protection by ensuring that, in the event of a loss, there is always an accurate, independent database to demonstrate quantum.

Insurance Registers

Charterfields' insurance registers enable information to be quickly accessed and easily updated, ensuring that decisions can be based on accurate information.

A typical property register would include details relating to configuration, construction form and floor area.

For machinery and equipment, data is provided in a logical walk-round or process flow order and covers physical location (by building, floor, room or department) and description (manufacturer, model/type, capacity/size and serial number).

Claims Management

We believe to be truly effective as a valuation advisor, experience in the claims process

is an essential requirement. Because we understand valuation and claims procedures, we support clients and intermediaries with a comprehensive management service offering assistance in the assessment and negotiation of material loss claims.

Our team is acknowledged to have a high level of expertise in major and complicated losses, with our advice sought by loss adjusters and other professionals where matters of valuation have influence on the direction of a claim and level of settlement.

We are flexible in our approach and can project manage the entire claims assessment process or, alternatively, act in a focused capacity, delivering advice on specific issues or matters in dispute.



Our services cover:-

- Buildings, structures, civil and site works
- Tenants' improvements
- Heritage property
- Production and manufacturing machinery and equipment
- Site service installations
- Industrial fixtures and fittings
- Office furniture and equipment
- Computer systems hardware
- Telephony and data systems hardware
- Tooling, jigs, moulds and patterns
- Stock inventory
- Transport
- General contents



Financial Valuations and Asset Management



Points of interest

- Accurate valuations lead to higher quality management reporting.
- Availability of reliable data brings confidence to investors.
- Once in place, review and updating is straightforward and cost effective.

Purchase Price Allocation

At the point of acquisition, the purchaser may need to appropriately allocate the purchase price between the various asset classes.

Charterfields has the experience to provide a clear and concise approach to the allocation of assets along with the appropriate asset registers.

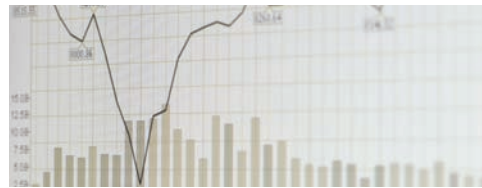
Financial Valuations

The challenge to meet compliance for financial statements under GAAP and IFRS focuses on the determination of fair value, depreciation and, where relevant, impairment losses.

We offer a comprehensive valuation service to clients, intermediaries and others, across all sectors of business and commerce, for mergers, acquisitions and purchase price allocation, and as support in due diligence processes.

Charterfields' reports are in full compliance with the International Valuation Standards Committee, the Royal Institution of Chartered Surveyors Practice Statements and other leading international regulatory bodies.

We cover the entirety of property, machinery and equipment asset holdings, with valuations of intangibles being offered through sector-matched alliance partners.



Asset Management

Our asset management services cover detailed accounting support, including the design and implementation of registers for financial and engineering applications, asset reconciliation, useful life reporting, and bar coding and asset tagging.

Fixed Asset Registers

Charterfields' asset registers enable information to be quickly accessed and easily updated, ensuring that decisions, from financial to engineering, can be based on accurate information. When integrated with bar coded asset tagging, they are an invaluable tool in inventory management.



Fixed Asset Registers – Continued

A typical property register would include details relating to configuration, construction form and floor area.

For machinery and equipment, data is provided in a logical walk-round or process flow order and covers physical location (by building, floor, room or department), and description (manufacturer, model/type, capacity/size and serial number), together with total and economic life estimates.



Depreciation Profiling

Charterfields offer advice on depreciation profiling, including total and economic life statements to identify future effectiveness of investment in production assets and to enable life cycle costings to be produced and monitored.

For acquisitions, our advice enables the appropriate method of financing to be adopted to match useful life expectancy with borrowing terms and repayment methods.



Audit Trails and Reconciliation

It is not uncommon to find that existing fixed asset registers do not provide sufficient information to physically identify assets or track expenditure incurred. Charterfields reconcile and update register data to assist managers, accountants and the engineering

teams with the management of business assets.



Asset Tagging

Bar coded tagging enables assets to be effectively identified, whilst annual monitoring provides information for financial and engineering management. Our specialist team has undertaken assignments on behalf of private clients, educational establishments and government departments.

Our services cover:-

- Buildings, structures, civil and site works
- Tenants' improvements
- Heritage property
- Production and manufacturing machinery and equipment
- Site service installations
- Industrial fixtures and fittings
- Office furniture and equipment
- Computer systems hardware
- Telephony and data systems hardware
- Tooling, jigs, moulds and patterns
- Stock inventory
- Transport
- General contents



Property Advisory



Points of interest

- Leases generally demand the service of notices and counter-notices by specific dates. Failure to comply often leads to exposure to cost.
- Rate liability is a key operating cost that can be challenged.
- The majority of business owners/investors fail to maximise potential savings from capital allowances.

Our property services team offers impartial and focused client support, with services covering valuation, agency, lease advisory, rating, capital allowances and building consultancy.

Where required, we bring together cross-disciplinary teams to offer the full range of Charterfields' services linking property with business assets, backed by extensive sector knowledge and experience.

We are not a mainstream agent in the UK property market and that is by design. However, our name is often hidden in many transactions as our approach, offering discreet consultancy, is appreciated by many of our clients, and their advisors.

Using a blend of in-house and like-minded alliance partners, we provide advice in a variety of sectors relating to general

property support, recovery or restructuring.

Our key services include:-

Valuation

Charterfields' team provides independent and informed valuation advice to funders, property owners, developers, fund managers and others.

Our services range from single property interests to complete portfolios, and cover all classes of property interests.



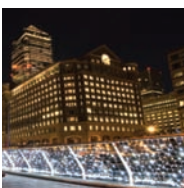
Agency

Through our UK office network, we offer a range of services to assist clients in the acquisition, disposal and letting of property.

We always focus on targeted marketing campaigns, using our extensive network of contacts and market knowledge to quickly identify potential interested parties.

Lease Advisory

We provide a wide range of lease advisory



Lease Advisory – Continued

services for landlords, tenants, investors or occupiers through our UK office network.

Our specialisms cover lease consultancy, rent reviews, renewals and restructuring, surrenders, dilapidations claims, and service charge analysis for investors and occupiers.

We operate primarily in the industrial and commercial sectors but we also place instructions with other advisors on clients' behalf to ensure the highest level of support and relevant experience is gained on all instructions.



Rating

Charterfields' rating service helps guide ratepayers through the process of understanding and challenging assessments on property and rateable machinery and equipment.

We actively strive to secure savings for clients with our support covering appeals against assessments, managing relevant change affecting valuation factors and maximising opportunities to recover historic and future savings for vacant space.

Our remuneration is always based on our success in gaining measurable savings.



Capital Allowances

Our dedicated capital allowance team specialises in the property field on the acquisition, construction, refurbishment

and fitting-out of investment and owner occupied properties with tax advice covering:-

- Machinery and equipment
- Integral features
- Land remediation relief
- Enhanced capital allowances
- Industrial/hotel buildings and allowance
- Revenue expenditure

We offer extensive knowledge of all the disciplines required to formulate and successfully agree a capital allowance claim to the client's maximum advantage, including all liaison and negotiations with HM Revenue & Customs.

As we act independently, we are able to work closely with our clients and their professional advisors, without the problems of advisory conflict.



Building Consultancy

Our services focus on giving clear and pragmatic advice, using in-house skills or working in collaboration with our like-minded alliance partners.

We provide support covering:-

- Building surveys
- Refurbishment, maintenance and repair
- Exit strategies and dilapidations
- Construction management
- Development monitoring

All services are tailored to the client's precise requirements and the needs of the project.



Corporate Recovery, Asset Realisations and Asset Based Lending



Points of interest

- Accuracy, speed, experience and commercial awareness are essential when undertaking corporate recovery projects.
- Online sales are the most cost effective approach to asset disposal.
- Asset based lending provides an alternative route to funding.

- Inventory analysis
- Third party asset appraisals
- Pre-appointment investigations
- Marketing and realisation advice
- Site occupation advice
- Retention of title claims handling
- Business brokerage
- Contract negotiations
- Asset realisations
- Trading assistance

Charterfields has extensive knowledge of procedures for maximising realisations for business assets and resolving the complexities surrounding insolvency and corporate recovery.

We provide a comprehensive and sophisticated approach to instructions and we strive to exceed expectations.

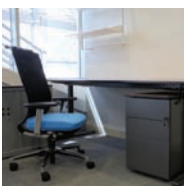
Corporate Recovery

Charterfields provide a wide range of asset based services covering:-

- Royal Institution of Chartered Surveyors [RICS] compliant valuations
- Comprehensive business overview
- Analysis of contracts
- Valuation of intangible assets

Our valuation reports for insolvency practitioners are uniquely tailored to the individual client and project. We recognise that clients require different levels of detail and styles of approach, depending upon the wider aspects of each case and, as a result, we take time, at the outset, to ensure that we have a thorough understanding of requirements.

We understand our clients' requirements under SIP 16 and frequently produce supplementary reports matching the requirements set out by the Insolvency Service in respect of valuation and marketing advice and justifications in Pre-pack Administrations.



Business Brokerage

Business sales, whether by a sale of the shares or a transfer of the undertaking by way of a sale of the assets, can typically include property, machinery and equipment, stock, work-in-progress, intellectual property and contracts. Our dedicated team has a proven track record in optimising realisations for solvent or insolvent businesses, particularly in short time frames.



Asset Realisations

We offer a number of alternative routes to market including private treaty, tender sale and on-site auctions, as well as conducting regular online auction sales with global reach, to provide bespoke services to meet our clients' specific needs, whilst maximising returns and minimising costs.

Asset Recovery

Often assets need to be recovered and secured at short notice, such as where there is landlord pressure in the event of a default, and we are able to provide a swift solution to this potentially problematic situation, using appropriately trained and approved contractors to recover and securely store a variety of assets pending disposal.



Asset Based Lending

Asset based lending is supplementary to the more traditional forms of secured lending often found in manufacturing and commercial businesses.

Charterfields regularly acts for many of the world's leading lenders and, whether it be a formal valuation or a desk-top appraisal of a group of assets or a single asset, our valuation reports are fully RICS compliant.

Our reports include a market overview of the relevant industry sector, appropriate remarketing periods in the event of default, and advice on specific borrower requirements which deliver accurate, informative and focused advice in challenging timescales.



Our services cover:-

- Market sector overview
- Specific borrower requirements
- Assets tagging and photographic records
- Re-inspections
- Site occupation issues
- Production and manufacturing machinery and equipment
- Site service installations
- Industrial fixtures and fittings
- Office furniture and equipment
- Asset collection and storage
- Tooling, jigs, moulds and patterns
- Stock inventory
- Transport



Compulsory Purchase, Dispute Resolution and Expert Witness



Points of interest

- The CPO process requires detailed knowledge of the relevant law and processes.
- A well prepared report can often bring clarity to disputes enabling parties to reach agreement quickly.
- An expert witness has a duty to the court and not to the client direct.

- Review and analysis of submitted claims on behalf of acquiring authorities
- Making reference to the Lands Tribunal and submission of Expert Witness reports

Dispute Resolution

Often, matters in dispute can be resolved through the input of an independent party, bringing clarity and sense to problems where vested interests often dominate and block the way to a negotiated settlement.

Our team acts as independent advisors to assist parties unpick and settle disputes without the need for time-consuming and expensive litigation.

Expert Witness

Key members of the Charterfields valuation team accept appointments to act in the role of expert witness where cases enter litigation and are scheduled for court, tribunal or arbitration.

We are qualified to deal with a range of general practice valuation matters, including insurance cost assessments, industrial and commercial property valuation, rental valuation, machinery and equipment valuations, and dilapidations.

Our reports assist in matters of which the witness has expertise, and at all times comply with the Civil Procedure Rules.

The increase in legislation and case law relating to the rights and duties of companies owning and operating property and production assets often requires specialist support.

Compulsory Purchase

Our team acts both for acquiring authorities and those affected by Compulsory Purchase Orders [CPO], providing valuation advice, specifically in the fields of compensation for extinguishment, business disturbance and machinery and equipment.

Charterfields has advised on many of the UK's leading redevelopment and infrastructure schemes covering:-

- Preliminary compensation estimates
- Preparation and submission of claims for injurious affection, severance, disturbance and lands taken

