

*Lornham Private Office offers an array of bespoke solutions and confidential services to High Net Worth Individuals in London*



Lornham provides individuals with peace of mind that wherever they are in the world, they have official representation in London at all times. Our clients are mostly non-residents so we can perform duties on their behalf in England in our capacity as their trusted advisers. These services are performed in a discreet manner with the client's privacy protected at all times. We receive instructions directly from clients or mandates from Private Banks, Solicitors, Wealth Managers and Family Offices.

#### **Personal**

We perform a range of duties on behalf of clients which can include but are by no means restricted to the following.

- Liaising with client's trust officers
- Co-ordinating travel arrangements
- Property acquisition
- Sourcing professional advisers i.e. lawyers, accountants and private bankers

#### **Business**

Lornham can act on behalf of a client's company in the UK either in a formal role or by white labelling services for increased discretion.

- Attend board meetings and other company appointments
- Interview potential employees
- Conduct business travel on behalf of clients
- Co-ordinate with professional advisors for UK company formation

*Lornham offers a complete range of property related services  
from acquisition through to project and asset management*

**Property Acquisitions**

We acquire property on behalf of our clients for owner occupation and for investment purposes. Each client is given a highly personal service delivered with the utmost professionalism.

- Assess client brief and compile property shortlist
- Negotiate the price on behalf of the client
- Co-ordinate lawyers, surveyors and third parties
- Arrange appropriate finance
- Oversee acquisition through to completion

**Property Management**

Our property management service is set up to ensure our clients have one point of contact who will administer all requirements to guarantee their property is run efficiently.

- Instruct lettings agents and oversee process
- Arrange and verify tenancy agreements
- Oversee planned and reactive maintenance schedule
- Report to accountants and trust officers to ensure tax returns and relevant forms are filed on time



**Property Investment & Development**

Lornham can acquire property for clients in order to start or add to a property portfolio either as buy-to-let investments or for development potential.

- Identify potential properties
- Appraise building costs and implement schedules
- Manage development projects
- Review property investments to maximise yield and maintain financial efficiency

**Property Concierge**

London has an increasing number of properties which are second homes to overseas owners. Our service ensures that these properties are continually looked after and ready for occupation at any time.

- Regular inspections as per client demands
- Assess and review property security
- Organise payment of bills and manage post
- Instruct contractors and carry out maintenance
- Appoint and direct domestic staff