Privacy Policy

Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some, but not all sharing. Federal law also requires us to tell you how we collect, share and protect your personal information. Please read this notice carefully to understand what we do.

At Green Street Advisors (“GSA”), we understand our obligation to keep information about you secure and confidential. We will inform you of our policies for collecting, using, securing and sharing personally identifiable and/or nonpublic personal information (“Customer Information”) the first time we do business and every year that you remain a customer with us. Therefore, we maintain the following principles with respect to protecting your privacy:

- We are committed to protecting your privacy at all times;
- We do not sell or disclose any nonpublic personal information about you to anyone except as permitted by law;
- We do not provide customer information to persons or organizations outside the affiliated companies who are doing business on our behalf, for their own marketing purposes;
- We contractually require any person and/or organization providing products or services to customers on our behalf to protect the confidentiality of GSA customer information;
- We afford prospective and former customers of GSA the same protections as existing customers with respect to the use of personal information.

Information We Collect

We collect and use various types of information we believe is necessary to administer our business, and to offer you the best possible customer service. Customer information we collect is categorized into the following types:

- Information we receive from you on applications, or on other forms, through telephone or in-person interviews, such as your name, address, phone number, social security number, your assets, income and other household information;
- Information about your transactions and account experience with us or others, such as your account balance, transaction history;
- Information from consumer reporting agencies, such as information regarding your creditworthiness or credit history;
- Information we receive from you on applications, or on other forms, through telephone or in-person interviews, such as your name, address, phone number, social security number, your assets, income and other household information;
- Information about your transactions and account experience with us or others, such as your account balance, transaction history;
- Information from consumer reporting agencies, such as information regarding your creditworthiness or credit history;
- Information we receive from you on applications, or on other forms, through telephone or in-person interviews, such as your name, address, phone number, social security number, your assets, income and other household information;
- Information about your transactions and account experience with us or others, such as your account balance, transaction history;
- Information from consumer reporting agencies, such as information regarding your creditworthiness or credit history;
• Information from visitors to our website provided through online forms, site visitor data and online information collecting devices such as “cookies.”

• Other general information we obtain about you that is not assembled for the purpose of opening an account or offering certain products or services that you may request, such as demographic information.

Commercial property information we collect is categorized into the following types:

• Information from visitors to our website provided through online forms, such as building information, sales transaction information, and related property or market information;

• Other commercial property information that is directly provided from a client for valuation purposes.

Once the commercial property information has been verified, it may be used in an anonymized fashion to enhance our products/services.

Reasons We Share Information

The information we share helps us bring you greater convenience and more choices as a customer. We limit who receives customer information and what type of information is shared. Unless you tell us not to, we may share all five types of customer information among ourselves and with other third-party financial services companies affiliated with us as part of the ordinary course of providing financial products and services to you, for the purposes of offering you new products and services to address your financial needs, for product development purposes, and as otherwise required or permitted by law.

Such “affiliated” companies may include other financial service providers such as brokerage firms, investment adviser firms, insurance companies and payment processing companies; and may also include non-financial companies such as check printing and data processing companies. These companies might assist us, for example, in fulfilling your service request, processing your transaction, or mailing account statements. For a list of companies affiliated with GSA please see “GSA Affiliated Companies” at the end of this document.

In addition, we may share any of the five types of customer information with companies that work for us to provide marketing and other services or other financial institutions with which we have joint marketing agreements. All of these companies that are acting on our behalf, are contractually obligated to keep the information that we provide to them confidential and use the information only to provide the services we’ve asked them to perform.

Limitations to Sharing Customer Information

You can limit information shared about you. If you do not want us to share information from your applications, consumer reports or from other outside sources, please tell us of this request by notifying us through one of the following methods:

• Writing to:
  Green Street Advisors
  Compliance
  660 Newport Center Drive ~ Suite 800
  Newport Beach, CA  92660
Calling us at:
(949) 640 – 8780

Sending us an e-mail at:
rfrancis@greenst.com

Please note that this request will apply to customer application information, consumer reporting agencies and/or other outside sources only and may take up to 30 days to be fully effective. Through the normal course of doing business, including servicing your accounts and better serving your financial needs, we will continue to share transaction and account experience information, as well as other general information among our affiliated companies.

Federal law gives you the right to limit only:

- Sharing for affiliates’ everyday business purposes – information about your creditworthiness;
- Affiliates from using your information to market to you;
- Sharing for non-affiliates to market to you.

State laws and individual companies may give you additional rights to limit sharing.

**Disclosing information in other situations**

Under certain circumstances, we may be required by law to disclose your personal information. GSA may also disclose personal information to protect its legal rights or to enforce our Customer Agreement. We may disclose certain Customer Information to credit bureaus and similar organizations, and otherwise when permitted by law. For example, this may include:

- A disclosure in connection with a subpoena or similar legal process;
- A fraud investigation;
- Recording of deeds of trust and mortgages in public records;
- An audit or examination;
- The sale of your account to another financial institution.

**California Consumer Privacy Act (CCPA)**

The act provides California consumers:

- The right to know what personal information is collected, used, shared or sold
- The right to delete personal information held by businesses
- The right to opt-out of the sale of personal information.
- The right to non-discrimination

Personal information under CCPA is information that identifies, relates to, describes, is capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer or household.

Personal information does not include:

- Publicly available information from government records.
- De-identified or aggregated consumer information.
- Information excluded from the CCPA’s scope (ie, HIPPA, GLBA, and FIPA) – Green Street Advisors falls under the scope of the Gramm-Leach-Bliley Act - GLBA (which requires financial institutions to explain their information-sharing practices and to protect sensitive data).
California consumers have the right to make a personal information request twice in a 12-month period:

- To request how we collect and have used your personal information over the past 12 months.
- To request deletion of any personal information collected. Note, we may deny your request if retaining the information is necessary to provide contractual service, comply with legal obligations, protect against illegal activity, etc.

We will respond to a **verifiable** consumer written request within 45 days of its receipt. Send requests to:
Green Street Advisors
Compliance
660 Newport Center Drive, Suite 800
Newport Beach, CA 92660

Or call toll free 888-640-8780

We do not disclose personal information to a third party for monetary or other valuable consideration. We do not sell customer information.

You may also download our privacy policy including our Opt-out form on our website: [www.greenstreetadvisors.com](http://www.greenstreetadvisors.com)

No discrimination will be brought against you for exercising these rights, including denial of service, quality of service, or increase price of service.

**Keeping up-to-date with our Privacy Policy**

GSA will provide notice of our privacy policy annually, as long as you maintain an ongoing relationship with us. If, at any time in the future, it is necessary to disclose any of your nonpublic personal information in a way that is inconsistent with this policy, we will give you advance notice of the proposed change so that you may have the opportunity to opt out of such disclosure. Additionally, since this policy may change from time to time, you can always review our current policy by contacting us for a copy at: (949) 640 – 8780 or visiting our website at [www.greenstreetadvisors.com](http://www.greenstreetadvisors.com).

**Green Street Affiliated Companies**

Affiliates to whom we may disclose personal information about you may be categorized in several different businesses, including securities and insurance. The following is a list of all companies affiliated with GSA to which this policy applies:

- Green Street Advisors (UK) Limited
- Green Street Investors
- Welsh, Carson, Anderson & Stowe

**Definitions**

**Affiliates** – companies related by common ownership or control. They can be financial and non-financial companies.

**Non-affiliates** – Companies not related by common ownership or control. They can be financial and non-financial companies.

**Joint Marketing** – A formal agreement between non-affiliated financial companies that together market financial products or services to you.
“Opt Out” Notification Form

As described in this brochure, we are committed to protecting your privacy. If you prefer that we not share certain information about you with outside companies, you may choose to opt out. This means that you may direct us at any time not to disclose this information to these outside companies for marketing purposes. Therefore, if you wish to notify us to limit such disclosures of your personal information, please indicate your choice(s) by marking the appropriate box or boxes below.

Please include your name, address, and social security number and/or tax identification number. Then detach and send this form to the address listed below so we may honor your request. If you have previously communicated an opt out choice to us, you do not have to provide it again.

Name: ____________________________________________________________________________________

Address: __________________________________________________________________________________

City: ___________________________ State: _________ Zip Code: ________________

Social Security Number/Tax ID Number: __________________________________________________________________________________________________

1. ___ Please limit the personal information about me that you disclose to nonaffiliated third parties as described in this brochure.

If you check #1, we will not make these disclosures except as permitted by law, including disclosures necessary to process your account transactions.

2. ___ Please limit the personal information about me that you share with GSA affiliates as described in this brochure.

The law allows us to share with our affiliates any information about our transactions or experiences with you. However, if you check #2, we will not share with our affiliates other information that you provide to us or that we obtain from third parties, unless otherwise permitted by law.

If you have checked any of the boxes above, please mail this form to:

Green Street Advisors
Compliance
660 Newport Center Drive Suite 800
Newport Beach, CA 92660

If you prefer, you can call us and Opt-Out at 888-640-8780.

A confirmation of receipt letter will be sent to the address listed on the Opt-Out Notification Form.
**Cyber Security**

GSA makes Cyber Security a top priority in securing the business from cyber-attacks. Plans have been made by means of understanding risk, business operations, IT infrastructure and critical information for the prevention of business breaches. Industry practices are followed as it relates to IT processes and procedures for prevention and action plans. Recurring security tests are performed on IT infrastructure and business dependencies to achieve maximum protection against threats. Testing is done by external vendors to ensure the latest threats and vulnerabilities are evaluated against the business. Testing is intrusive at all levels of hardware and software for both internal and external facing equipment. GSA’s staff also performs testing and reviews of infrastructure on a scheduled basis. Real-time monitoring is in place for IT related systems to ensure action can be taken promptly. Latest software releases and patches are applied to systems as they become available. If a cyber-attack is to occur, plans are made to stop, contain, maintain business operations, escalate to authorities and reevaluate security practices.

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**Important Information about Procedures for Opening a New Account**

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account.

What this means for you: When you open an account, we will ask for your information that will allow us to identify you. We will request articles of incorporation, a business license, partnership agreement or a W-9. We will also compare your information against government contact lists.

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**ADV Part 2**

Green Street Advisors’ Form ADV Part 2 is available in hard copy or electronic form upon request. Alternatively, you can obtain a copy at [http://adviserinfo.sec.gov](http://adviserinfo.sec.gov) under ‘Part 2 Brochures’.

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**Complaints – SEC Rule 17a-3**

Per SEC Rule 17a-3, we are required to provide you with notice of the address and telephone number at Green Street Advisors to which complaints can be directed. If you have any complaints, please send them to:

Green Street Advisors  
Attention: Compliance  
660 Newport Center Drive – Suite 800  
Newport Beach, CA 92660  
949-640-8780

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**EU Residents**

If you are located in the EU, please read our European Privacy Policy to learn how we process your personal information and your choices about your information. It is located at [https://gstqa-us-west.s3.amazonaws.com/public_files/EuropeanPoliciesandDisclosures.pdf](https://gstqa-us-west.s3.amazonaws.com/public_files/EuropeanPoliciesandDisclosures.pdf).
RIA Disclosure

Green Street Advisors, LLC is a Registered Investment Advisor. Services are only offered to clients or prospective clients where Green Street Advisors, LLC and its representatives are properly licensed or exempt from licensure. Past performance is no guarantee of future returns. Investing involves risk and possible loss of principal capital.

Green Street's Research Report Disclosure

Management of Conflicts of Interest: Conflicts of interest can seriously impinge the ability of analysts to do their job, and investors should demand unbiased research. In that spirit, Green Street adheres to the following policies regarding conflicts of interest:

- Green Street employees are prohibited from owning the shares of any company in our coverage universe.
- Green Street employees do not serve as officers or directors of any of our subject companies.
- Neither Green Street nor its employees/analysts receives any compensation from subject companies for inclusion in our research.
- On occasion, Green Street analysts may be contacted by companies within the firm’s coverage universe regarding potential employment opportunities. Additional disclosure will be made when appropriate.
- The research analysts who authored this report may hold shares of the non REIT companies mentioned in this research report. These are not companies in our coverage universe.

Please also have regard to the Affiliate Disclosures listed below when considering the extent to which you place reliance on this research report and any research recommendations made herein.

Green Street, at times, assists Eastdil Secured, a real estate brokerage and investment bank, when Eastdil Secured provides investment banking services to companies in Green Street’s coverage universe. Green Street is never part of the underwriting syndicate or the selling group, but Green Street may receive compensation from Eastdil Secured for consulting services that Green Street provides to Eastdil Secured related to Eastdil Secured's investment banking services. Green Street does not control, have ownership in, or make any business or investment decisions for, Eastdil Secured.

A number of companies covered by Green Street research reports pay an annual fee to receive Green Street’s research reports. Green Street may periodically solicit this business from the subject companies. In the aggregate, annual fees for GSA (US) and GSA (UK) research reports received from subject companies represent approximately 3% of each of GSA (US)’s and GSA (UK)’s respective total revenues.

Green Street publishes research reports covering issuers that may offer and sell securities in an initial or secondary offering. Broker-dealers involved with selling the issuer’s securities or their affiliates may pay compensation to GSA upon their own initiative, or at the request of Green Street's clients in the form of “soft dollars,” for receiving research reports published by Green Street.

The information contained in this report is based on data obtained from sources we deem to be reliable; it is not guaranteed as to accuracy and does not purport to be complete. This report is produced solely for informational purposes and is not intended to be used as the primary basis of investment decisions. Because of individual client requirements, it is not, and it should not be construed as, advice designed to meet the particular investment needs of any investor. This report is not an offer or the solicitation of an offer to sell or buy any security.

Green Street Advisors, LLC is a Registered Investment Advisor. Services are only offered to clients or prospective clients where Green Street Advisors, LLC and its representatives are properly licensed or exempt from licensure.
GSA (US) generally prohibits research analysts from sending draft research reports to subject companies. However, it should be presumed that the analyst(s) who authored this report has/have had discussions with the subject company to ensure factual accuracy prior to publication, and has/have had assistance from the company in conducting due diligence, including visits to company sites and meetings with company management and other representatives.

Issuers of this Report: US and EEA: This report has been prepared by analysts working for Green Street Advisors (GSA (US)) and/or Green Street Advisors (U.K.) Limited (GSA (UK)). GSA (US) is the parent company of GSA (UK).

This report is issued in the USA by GSA (US). GSA (UK) accepts no responsibility for this report to the extent that it is relied upon by persons based in the USA. GSA (US) is regulated by the United States Securities and Exchange Commission, and its headquarters is located at 660 Newport Center Drive Suite 800, Newport Beach, CA 92660.

This report is issued in the European Economic Area (EEA) by GSA (UK). GSA (US) accepts no responsibility for this report to the extent that it is relied upon by persons based in the EEA. GSA (UK) is registered in England, (Company number. 6471304), and its registered office is 20 Balderton Street, 5th Floor, London W1K 6TL. GSA (UK) is authorized and regulated by the Financial Conduct Authority in the United Kingdom and is entered on the FCA’s register (no. 482269).

References to “Green Street” in Disclosures in this section and in the Other Important Information section apply to:
- GSA (US) to the extent that this report has been disseminated in the USA; or
- GSA (UK) to the extent that this report has been disseminated in the EEA by.

Green Street Advisors US is exempt from the requirement to hold an Australian financial services license under the Act in respect of the financial services; and is regulated by the SEC under US laws, which differ from Australian laws.

Green Street Advisors UK Ltd. is exempt from the requirement to hold an Australian financial services license under the Act in respect of the financial services; and is regulated by the FCA under UK laws, which differ from Australian laws.

Swiss recipients: the funds, the REITs, the investment companies and any collective investment schemes referred to in these reports may not have been registered with the Swiss Financial Market Supervisory Authority (FINMA) and no Swiss representative or paying agent has been appointed in Switzerland. This report is provided in Switzerland for the use of the addressees only and may not be distributed, copied, reproduced or passed on to any third parties.

Green Street reserves the right to update the disclosures and policies set out in this document at any time. We encourage a careful comparison of these disclosures and policies with those of other research providers, and welcome the opportunity to discuss them.

For Green Street’s advisory customers, this research report is for informational purposes only and the firm is not responsible for implementation. Nor can the firm be liable for suitability obligations.

Affiliate Disclosures: Green Street does not directly engage in investment banking, underwriting or advisory work with any of the companies in our coverage universe. However, the following are potential conflicts regarding our affiliates that should be considered:
Green Street has an advisory practice servicing investors seeking to acquire interests in publicly-traded companies. Green Street may provide such valuation services to prospective acquirers of companies which are the subject(s) of Green Street’s research reports. Green Street may receive fees that are contingent upon the successful completion of a transaction or other fees for its work on behalf of prospective acquirers.

An affiliate of Green Street is an investment manager implementing a real estate securities strategy focused on REITs. The affiliate employs an investment strategy based on Green Street’s published research and the portfolios managed by this affiliate contain securities of issuers covered by Green Street’s research department. The principals of Green Street Advisors, Green Street Investors and its affiliates have invested in GSREF, L.P. Green Street Investors is located in separate offices.

Terms of Use

Protection of Proprietary Rights: To the extent that this report is issued by GSA (US), this material is the proprietary and confidential information of Green Street Advisors, LLC, and is protected by copyright. To the extent that this report is issued by GSA (UK), this material is the proprietary and confidential information of Green Street Advisors (U.K.) Limited, and is protected by copyright.

This report may be used solely for reference for internal business purposes. This report may not be reproduced, re-distributed, sold, lent, licensed or otherwise transferred without the prior consent of Green Street. All other rights with respect to this report are reserved by Green Street.

EEA Recipients: For use only by Professional Clients and Eligible Counterparties: GSA (UK) is authorized by the Financial Conduct Authority of the United Kingdom to issue this report to "Professional Clients" and "Eligible Counterparties" only and is not authorized to issue this report to "Retail Clients", as defined by the rules of the Financial Conduct Authority. This report is provided in the United Kingdom for the use of the addressees only and is intended for use only by a person or entity that qualifies as a "Professional Client" or an "Eligible Counterparty". Consequently, this report is intended for use only by persons having professional experience in matters relating to investments. This report is not intended for use by any other person. In particular, this report intended only for use by persons who have received written notice from GSA (UK) that he/she/it has been classified, for the purpose of receiving services from GSA (UK), as either a "Professional Client" or an "Eligible Counterparty". Any other person who receives this report should not act on the contents of this report.

Review of Recommendations:
- Unless otherwise indicated, Green Street reviews all investment recommendations on at least a monthly basis.
- The research recommendation contained in this report was first released for distribution on the date identified on the cover of this report.
- Green Street will furnish upon request available investment information supporting the recommendation(s) contained in its reports.

Copies of this privacy policy/disclosure is available on Green Street’s web site at www.greenstreetadvisors.com
Green Street Advisor's Business Continuity Planning

Green Street Advisors has developed a Business Continuity Plan on how we will respond to events that significantly disrupt our business. Since the timing and impact of disasters and disruptions is unpredictable, we will have to be flexible in responding to actual events as they occur. With that in mind, we are providing you with this information on our business continuity plan.

Contacting Us – If after a significant business disruption, you cannot contact us as you usually do at (949) 640-8780, you should call our alternative number (214) 749-4730.

Our Business Continuity Plan – We plan to quickly recover and resume business operations after a significant business disruption and respond by safeguarding our employees and property, making a financial and operational assessment, protecting the firm’s books and records, and allowing our customers to transact business. In short, our business continuity plan is designed to permit our firm to resume operations as quickly as possible, given the scope and severity of the significant business disruption.

Our business continuity plan addresses: data back up and recovery; all mission critical systems; financial and operational assessments; alternative communications with customers, employees, and regulators, critical suppliers, contractors, bank and counter-party impact; and regulatory reporting.

Varying Disruptions – Significant business disruptions can vary in their scope, such as only our firm, a single building housing our firm, the business district where our firm is located, the city where we are located, or the whole region. Within each of these areas, the severity of the disruption can also vary from minimal to severe. In a disruption to only our firm or a building housing our firm, we will transfer our operations to a local site when needed and expect to recover and resume business as soon as possible. In a disruption affecting our business district, city, or region, we will transfer our operations to a site outside of the affected area. In either situation, we plan to continue in business, transfer operations to our home offices, if necessary, and notify you through our web site www.greenstreetadvisors.com.

For more information – If you have questions about our business continuity planning, you can contact Robyn Francis, Chief Compliance Officer (949) 640-8780 or rfrancis@greenst.com.

Our Business Continuity Plan is subject to modification. Updated plans will be promptly posted to our website and made available to customers by mail.
Green Street Advisors, LLC
660 NEWPORT CENTER DRIVE, SUITE 800
NEWPORT BEACH, CA 92660

FIRM CONTACT:
ROBYN FRANCIS
CHIEF COMPLIANCE OFFICER

FIRM WEBSITE ADDRESS:
WWW.GREENSTREETADVISORS.COM

This brochure provides information about the qualifications and business practices of Green Street Advisors, LLC (hereinafter “GSA” “We”, “us”, or “our”) If you have any questions about the contents of this brochure, please contact Robyn Francis, Chief Compliance Officer, by telephone at (949) 640-8780 or by email at rfrancis@greenst.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any State Securities Authority.

Additional information about Green Street Advisors, LLC is also available on the SEC’s website at www.adviserinfo.sec.gov by searching CRD#: 172378.

Please note that the use of the term “registered investment adviser” and description of Green Street Advisors, LLC and/or our associates as “registered” does not imply a certain level of skill or training. You are encouraged to review this Brochure and Brochure Supplements for our firms’ associates who advise you for more information on the qualifications of our firm and its employees.
ITEM 2. MATERIAL CHANGES TO OUR PART 2A OF FORM ADV: FIRM BROCHURE

Green Street Advisors, LLC. is required to advise you of any material changes to our Firm Brochure ("Brochure") from our last annual update, identify those changes on the cover page of our Brochure or on the page immediately following the cover page, or in a separate communication accompanying our Brochure. We must state clearly that we are discussing only material changes since the last annual update of our Brochure, and we must provide the date of the last annual update of our Brochure.

Please note that we do not have to provide this information to a client or prospective client who has not received a previous version of our brochure.

Previous Annual Amendment Filing: 01/2/2018

This Item will identify and discuss the material changes since the last annual update to assist investors and make them aware of certain information that has changed since the prior year’s Brochure and that may be important to them.

Green Street Advisors, LLC recently underwent a change in indirect ownership. The transaction closed on August 27, 2019. Please visit Broker Check for more information.

GSA’s Form ADV Part 2A Firm Brochure is available in hard copy or electronic form upon request. Alternatively, you can obtain a copy at http://www.adviserinfo.sec.gov, under 'Part 2 Brochures' on the left hand side of the screen.
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Item 4. Advisory Business

GSA is a Delaware limited liability company wholly owned by Green Street Parent LLC. GSA’s business lines consist of subscription, Real Estate Analytics, and Advisory & Consulting.

For more than 25 years the GSA team has been committed to discovering and delivering insights and foresight to our clients. We have roughly forty research professionals covering the commercial real estate industry in the U.S. Our affiliate Green Street Advisors (UK) Limited (GSA-UK) also provides coverage for the European real estate industry. Our research staff analyze data as well as evaluate properties, markets, and companies in depth. We specialize in providing research and data analytics on publicly traded Real Estate Investment Trusts (REITs) and cover over 100 companies together with GSA-UK as of the date of this brochure. We also analyze broader trends in the private real estate markets. In addition, we provide a broad range of advisory & consulting services to commercial real estate market participants.

A brief breakdown of what our team provides and their experience follows:

Senior Management Team:

Our senior management team provides experience, insight, and innovative thinking in specialized property fields such as apartment, industrial, office, mall, healthcare, lab space, student housing, self storage, lodging and strip center properties.

Managing Directors:

The six (6) managing directors of the firm directly involved in research have an average tenure in the industry of over twenty (20) years.

Description of the Types of Advisory Services We Offer

Research:

- North America:

  We publish a variety of research reports and statistical analyses covering the public and private real estate markets on a monthly, quarterly, and ad hoc basis. Our research explores the property sector fundamentals and valuations in both the private and public markets. We provide coverage of individual publicly traded REIT securities as well as broader sector and macro trends. We also offer a research product called Real Estate Analytics that provides analysis on the private commercial real estate markets through digests, conclusion-driven reports to help real estate investors and service providers make capital allocation decisions. In addition, GSA offers online access to our extensive proprietary databases, built through years of research, analysis, and property visits conducted by our dedicated research team, enabling clients to carry out customized detailed analyses on a variety of topics at the company and property-sector levels.
• **Europe**

Our international expansion began in early 2008 with the formation of our affiliate GSA-UK and the opening of an office in London. This expansion was driven by client demand for the type of research and analysis on European companies that we provide in North America. GSA-UK has assembled a team of industry professionals that apply the same core operating principles as GSA.

Our research reports are based on extensive quantitative and qualitative analyses and they include “BUY,” “SELL,” or “HOLD” recommendations based on the strength of a company and how its shares are currently priced. Research reports are typically sold pursuant to individually negotiated agreements with individually negotiated pricing.

**Advisory & Consulting Services:**

GSA’s advisory & consulting group provides our broad range of clients with tailored solutions that address their specific needs. Some of the advisory & consulting services that we offer are:

• **Strategic Planning:**

GSA’s advisory & consulting team conducts research and valuation studies to identify optimal public and private market strategies designed to maximize value, mitigate risk, reduce conflicts of interest, enhance competitive positioning and increase liquidity. We provide insight and guidance on analyzing, structuring, and executing firm-level planning and re-organization activities for publicly traded REITs, and private real estate companies. Our strategic planning assignments have included initial public offerings (IPOs), privatizations, mergers, acquisitions and sales.

• **Valuation:**

GSA's advisory & consulting team uses our proprietary net asset value (NAV) methodology and recurring cash flow analysis to value a variety of real estate entities, including publicly traded REITs, public non-traded REITs, private REITs and private real estate companies. This quantitative and qualitative analysis identifies strengths and weaknesses of the public REIT peer group. We also provide insight in valuing real estate as an asset class by comparing real estate's risk-adjusted returns to the broader equity and debt markets.

• **Custom Research:**

Our advisory & consulting group aims to present analysis with clarity and insight. We execute a diverse range of assignments while leveraging our understanding of the most effective structures and strategies in operating, capitalizing and financing a competitive real estate business. We offer a customized product for each client to accommodate specific profiles and objectives. Our clients have included private REIT management teams, boards of directors, legal practitioners, institutional investors, and individual property owners.

• **Benchmarking:**

Utilizing publicly available and proprietary data, GSA delivers direct, insightful comparisons between companies and sectors, thus providing a platform for knowledge enhancement and
informed decision making. The spectrum of metrics studied may include historical and projected operating performance, key valuation drivers, and analysis of capital structure, among others. GSA consultants focus on each client's unique areas of interest to provide information that is tailored to meet their specific needs.

- **Operating Partnership Unit (OP unit) Advisory:**

  In an OP unit transaction, we capitalize on our expertise to assist clients with analyzing opportunities to sell assets, provide independent valuation of REIT stock and OP units offered, and recommend the best REIT partner. GSA helps structure OP unit transaction terms and explains the investment merits represented by the potential REIT buyers.

- **Transaction Advisory:**

  GSA provides advisory services to support commercial real estate transactions across all major asset classes and geographic markets. GSA's team assists clients in numerous ways, including investment identification and selection, acquisition/disposition analysis, analysis of strategic alternatives, and OP unit advisory services. We believe the combination of deep transactional experience and our robust REIT research enables GSA to add value during all phases of a transaction.

- **Investment Fund Advisory:**

  GSA works with money managers to devise capital allocation strategies for public and private real estate assets and to evaluate potential investments from a risk/return and fair value perspective. The investment analysis techniques and methodologies that GSA has developed and refined over the past 25 years provide a time-tested platform from which sound investment frameworks and strategies can be developed.

**Tailoring of Advisory Services**

We offer customized research and advisory & consulting services, including tailored research projects in the public and private real estate arenas.

**Participation in Wrap Fee Programs**

We do not offer wrap fee programs.

**Regulatory Assets Under Management**

GSA provides a variety of research reports and statistical analyses to our research and advisory & consulting clients; however, it does not provide continuous and regular supervisory or management services to clients.
Item 5. Fees & Compensation

We are required to describe our brokerage, custody, fees and fund expenses so our clients will know how much they are charged and by whom. Our fees are generally negotiable.

How We Are Compensated for Our Advisory Services

Research:

Research reports are typically sold pursuant to individually negotiated agreements with individually negotiated pricing. These agreements typically require clients to pay for our research in advance. The cost of our research will depend upon the type of subscription purchased.

Fees for research subscriptions are typically paid in advance on an annual basis and due within thirty (30) days of receipt of invoice.

Advisory & Consulting Services:

Advisory & consulting clients are invoiced based on the size and scope of the engagement. Fees are billed on a flat fee basis and are variable and negotiable.

Advisory & consulting services payment terms are determined on a case by case basis. Generally, one half of the fees will be due at the commencement of our work, and the other half upon completion of the advisory & consulting services.

Other Fees:

Clients may incur brokerage expenses such as commissions from trading or other transaction-based fees when buying shares using our “Buy,” “Hold,” “Sell” research reports. These transaction fees are separate from our fees and should be disclosed by the firm through which the trades are executed.

Policy Regarding Fees Due In Advance

We charge advisory fees for our research reports on an individual basis in advance. In the event that a customer wishes to terminate our services, we typically will not refund the unearned portion of our advisory fee, unless GSA terminates our advisory agreement with the client. If a client wishes to terminate our services, they will need to notify us in writing.
**Item 6. Performance-Based Fees & Side-By-Side Management**

We do not charge performance-based fees to our clients.

**Item 7. Types of Clients & Account Requirements**

We have the following types of clients:

- High Net Worth Individuals;
- Banking or Thrift Institutions;
- Investment Companies;
- Pensions, Endowments, Foundations, and Profit Sharing Plans;
- State or Municipal Government Entities;
- Corporations, Limited Liability Companies and/or Other Business Types;
- Real Estate Owners, Managers, and Operators; and
- Professional Organizations, Accountants, Lawyers, and Consultants;
- Insurance Companies

We generally do not require a minimum account balance nor do we require a minimum fee for research-based projects.

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

We employ a multi-step process of REIT valuation. Our company-level analytical work includes the following:

- Extensive quantitative and qualitative analyses to assess the current market value of each company’s assets and liabilities, for example:
  - Estimating NAVs based on the characteristics of a REIT’s underlying property portfolio including location, quality, lease structure and growth prospects
  - Applying prevailing cap rates, as determined by the generally active and liquid real estate markets, to forward looking NOI estimates. Our analysts spend significant time speaking with market participants (e.g. REIT executives, private real estate market participants, brokers, etc.), tracking comparable transactions, reading trade publications and reviewing findings of providers of transaction information to determine the appropriate cap rate

- A systematic approach to evaluating the best REITs on a variety of critical factors to determine their merits relative to their peers, including:
  - Franchise value
- General and administrative overhead
- Balance sheet risk
- Corporate governance

- Translating these evaluations into premiums/discounts to asset value at which the REITs’ shares should be valued
- Applying the warranted premiums/discounts to the NAV estimates to determine the warranted share prices
- Comparing the warranted share prices to the current stock prices to form our BUY/HOLD/SELL recommendations for REIT stocks.

It is important to note that we employ a relative pricing model when conducting our REIT analysis and making our company-specific BUY/HOLD/SELL recommendations. We generally have an equal number of Buy-rated stocks and Sell-rated stocks within each property sector. In essence, we answer the question of which REIT stocks are overpriced and which stocks are underpriced at any point in time relative to their respective property-sector peers. The strength of our research is rooted in the focus that we place on property-level analysis through our published reports. Green Street analysts focus solely on their analytical work and providing support to our clients – we are not distracted by obligations faced by typical Wall Street analysts, whose firms are involved in investment banking activities.

Please Note the Following Risks:

**Investment Risk.** Investing in securities involves risk of loss that clients should be prepared to bear. While asset markets may increase and your account(s) could enjoy a gain, it is also possible that asset markets may decrease and your account(s) could suffer a loss. It is important that you understand the risks associated with investing in asset markets, and that you are appropriately diversified in your investments.

**Advisory Risk.** The success of our research, advisory & consulting, and investment strategies depends on our ability to effectively analyze and evaluate securities. However, our analyses and evaluations may fail to predict the future performance of securities.

**REIT Risk.** REITs are susceptible to many of the same risks associated with direct ownership of real estate, such as the following: declines in property values; increases in property taxes, operating expenses, interest rates or competition; overbuilding; zoning changes; and losses from casualty or condemnation. Additionally, REITs are reliant on the ability of their managers to effectively manage their properties, have limited diversification across asset classes, and could be significantly affected by changes in tax laws.

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**Item 9. Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to a client’s or investor’s evaluation of the adviser or the integrity of the adviser’s management. Neither GSA nor any of its officers, directors, employees or other
management persons, have been involved in any legal or disciplinary events in the past 10 years that would require disclosure in response to this Item.

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

GSA’s related person, Green Street Trading (GST) is registered as a broker-dealer and executes customer transactions for commissions. GST is also a member of the Financial Industry Regulatory Authority (FINRA).

GSA has a material arrangement with GST regarding our advisory business. GST will purchase research from us to provide to its clients in return for directing brokerage to GST. GST may also handle securities transactions on a commission basis for some GST clients at the client’s request. Additionally, in order to satisfy the credit requirements of a GST trading customer, GSA has agreed to guarantee the obligations of GST as it relates to that customer. We do not believe this relationship will adversely affect GSA clients or create any material conflicts of interests.

We have entered into a “participating affiliate” arrangement with our non-U.S. advisory affiliate, Green Street Advisors (UK) Limited ("Green Street UK"). Certain employees of Green Street UK are considered “associated persons” of ours when providing certain advisory services through us for our U.S. clients, including (but not limited to), providing research, and in this capacity are subject to our oversight and regulatory supervision. Green Street UK is authorized and regulated by the United Kingdom Financial Conduct Authority.

GSA has an additional affiliation with Green Street Investors, LLC (GSI). GSI is under common control with GSA and is a registered investment adviser. While GSI shares a physical address with us, GSI is in a separate locked office and does not trade with GST’s trading desk. GSI will not have preferred access to our research as a result of this arrangement. We do not believe this relationship will adversely affect GSA clients or create any material conflicts of interests. GSA also has an arrangement to provide access to their proprietary research to certain GSI clients. There may be fees paid for these services between the firms, but no additional cost is passed on to clients for the provision of these services.

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

Our firm has established a Code of Ethics which applies to all of our associated persons. An investment adviser is considered a fiduciary. As a fiduciary, it is an investment adviser’s responsibility to provide fair and full disclosure of all material facts and to act solely in the best interest of each of our clients at all times. We have a fiduciary duty to all clients. Our fiduciary duty is considered the core underlying principle for our Code of Ethics which also includes Insider Trading and Personal Securities Transactions Policies and Procedures. We require all of our supervised persons to conduct business with the highest level of ethical standards and to comply with all federal and state securities laws at all times. Upon employment or affiliation and at least annually thereafter, all supervised persons will sign an acknowledgement that they have read, understand,
and agree to comply with our Code of Ethics. Our firm and supervised persons must conduct business in an honest, ethical, and fair manner and avoid all circumstances that might negatively affect or appear to affect our duty of complete loyalty to all clients. This disclosure is provided to give all clients a summary of our Code of Ethics. However, if a client or a potential client wishes to review our Code of Ethics in its entirety, a copy will be provided promptly upon request.

Additionally, we require that the personal investment transactions of members and employees of our firm comply with our Code of Ethics and that all such transactions be carried out in a way that does not endanger the interest of any client. Accordingly, in order to prevent conflicts of interest, we have in place a set of procedures (including a pre-clearing procedure) with respect to transactions effected by our members, officers and employees for their personal accounts. In order to monitor compliance with our personal trading policy, we have a quarterly securities transaction reporting system for all of our associates. Further, the firm’s related persons may not trade for their own individual accounts and are not allowed to own REIT stocks.

**Item 12. Brokerage Practices**

We do not utilize nor recommend custodians. However, our firm may recommend its affiliated broker dealer to execute trades for clients.

**Item 13. Review of Accounts or Financial Plans**

Due to the nature of our business (providing research reports and advisory & consulting services), we do not hold any reviews.

**Item 14. Client Referrals & Other Compensation**

GSA clients may enter into arrangements with unaffiliated broker-dealers to pay our research fees on our clients’ behalf, and GSA provides research to our affiliated broker-dealers, who provide the research to their clients. Please see Item 10 of this Firm Brochure for information regarding the receipt of compensation from GST.

We do pay referral fees (non-commission based) to independent solicitors (non-registered representatives) for the referral of their clients to our firm.

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1 For purposes of the policy, our associate’s personal accounts generally includes any accounts (a) in the name of our associate, his/her spouse, his/her minor children or other dependents residing in the same household, (b) for which our associate is a trustee or executor, or (c) which our associate controls, including our client accounts which our associate controls and/or a member of his/her household has a direct or indirect beneficial interest in.
Item 15. Custody

We do not have custody of our clients’ funds. Due to the nature of our business, our clients do not receive periodic account statements from GSA.

Item 16. Investment Discretion

GSA does not accept discretionary authority to manage securities accounts on behalf of our clients.

Item 17. Voting Client Securities

We do not and will not accept the proxy authority to vote client securities. Clients will receive proxies or other solicitations directly from their custodian or a transfer agent. In the unlikely event that proxies are sent to our firm, we will forward them on to our client and ask the party who sent them to mail them directly to our client in the future.

Item 18. Financial Information

- We do not take custody of client funds or securities.
- We do not have a financial condition or commitment that impairs our ability to meet contractual and fiduciary obligations to clients.
- We guarantee the obligations of GST as it relates to a trading customer.
- See attached balance sheet

GSA has never been the subject of a bankruptcy proceeding.
CONSOLIDATED BALANCE SHEET

Green Street Advisors, LLC
December 31, 2018
With Independent Auditors’ Report
Contents

Independent Auditors’ Report.................................................................................................................................1
Consolidated Balance Sheet........................................................................................................................................2
Notes to Consolidated Balance Sheet..........................................................................................................................3
Independent Auditors’ Report

The Member
Green Street Advisors, LLC:

We have audited the accompanying consolidated balance sheet of Green Street Advisors, LLC and its subsidiaries as of December 31, 2018 and the related notes to the consolidated balance sheet.

Management’s Responsibility for the Consolidated Balance Sheet

Management is responsible for the preparation and fair presentation of this consolidated balance sheet in accordance with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the consolidated balance sheet that is free from material misstatement, whether due to fraud or error.

Auditors’ Responsibility

Our responsibility is to express an opinion on the consolidated balance sheet based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated balance sheet is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated balance sheet. The procedures selected depend on the auditors’ judgment, including the assessment of the risks of material misstatement of the consolidated balance sheet, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the consolidated balance sheet in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated balance sheet.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated balance sheet referred to above presents fairly, in all material respects, the financial position of Green Street Advisors, LLC and its subsidiaries as of December 31, 2018, in accordance with U.S. generally accepted accounting principles.

KPMG LLP

March 18, 2019
Green Street Advisors, LLC  
Consolidated Balance Sheet  
December 31, 2018

Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$22,750,882</td>
</tr>
<tr>
<td>Restricted cash</td>
<td>516,114</td>
</tr>
<tr>
<td>Receivable from clearing organization</td>
<td>154,488</td>
</tr>
<tr>
<td>Deposit with clearing organization</td>
<td>254,708</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>10,217,934</td>
</tr>
<tr>
<td>Property and equipment, net</td>
<td>1,498,062</td>
</tr>
<tr>
<td>Intangible assets, net of accumulated amortization of $25,225,805</td>
<td>52,488,765</td>
</tr>
<tr>
<td>Goodwill</td>
<td>121,495,477</td>
</tr>
<tr>
<td>Other assets</td>
<td>2,256,482</td>
</tr>
<tr>
<td>Due from related party</td>
<td>71,243</td>
</tr>
<tr>
<td>Assets of discontinued operations</td>
<td>336,706</td>
</tr>
<tr>
<td>Total assets</td>
<td>$212,040,861</td>
</tr>
</tbody>
</table>

Liabilities and member’s equity

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee compensation and benefits payable</td>
<td>$10,072,851</td>
</tr>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>1,906,551</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>16,856,616</td>
</tr>
<tr>
<td>Acquired lease liability</td>
<td>141,144</td>
</tr>
<tr>
<td>Deferred tax liability</td>
<td>291,953</td>
</tr>
<tr>
<td>Liabilities of discontinued operations</td>
<td>214,064</td>
</tr>
<tr>
<td>Total liabilities</td>
<td>29,483,179</td>
</tr>
<tr>
<td>Commitment and contingencies (Note 11)</td>
<td></td>
</tr>
<tr>
<td>Member’s equity</td>
<td>182,557,682</td>
</tr>
<tr>
<td>Total liabilities and member’s equity</td>
<td>$212,040,861</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of this consolidated balance sheet.
1. ORGANIZATION AND BASIS OF PRESENTATION

Green Street Advisors, LLC and subsidiaries (the “Company”) is a limited liability company formed in the State of Delaware in June 2014. The Company is a wholly-owned subsidiary of Green Street Parent, LLC (“GSP”) and was formed in conjunction with a business combination in which it became the sole member of Green Street Investors, LLC (“GSI”), Green Street Advisors UK, Ltd. (“GSA-UK”), and Green Street Trading, LLC (“GST”) in December 2014.

In January 2017, the Company distributed 100% of its interest in GSI and the associated goodwill to GSP. The distribution of equity interests and goodwill associated with GSI was $1,153,734 and $1,211,985, respectively. GSI specializes in investment advisory services for pension plans that manage equity securities, particularly in the real estate industry. GSA-UK is registered as a broker-dealer with the Financial Conduct Authority, a regulator of the financial services industry in the United Kingdom. GST is a registered broker-dealer with the Securities and Exchange Commission under the Securities Exchange Act of 1934 and is a member of the Financial Industry Regulatory Authority and the Security Investor Protection Corporation (“SIPC”).

The Company operates an independent research and consulting practice concentrating primarily on publicly traded real estate securities and the private commercial real estate markets. The accompanying consolidated balance sheet includes the accounts of the Company, and its wholly-owned subsidiaries GSA-UK and GST. All significant intercompany accounts and transactions have been eliminated in consolidation.

In June 2018, the Company elected to cease the operations of GSA-UK’s trading desk. GSA-UK’s trading desk observed a decline in profitability due to weaker market conditions and the recent unbundling of commission rates under Markets in Financial Instruments Directive. Due to the trends from legislation abroad, recent performance, and future outlook, at September 30, 2018, the Company discontinued the operation of the GSA-UK trading desk. The assets and liabilities of the GSA-UK trading desk have been segregated and reported as discontinued operations as of December 31, 2018. See Note 10 for a further discussion.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Use of Estimates

The presentation of the consolidated balance sheet in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated balance sheet. Actual results could differ from those estimates. Management adjusts estimates and assumptions when facts and circumstances change.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Restricted Cash

The Company holds a cash account in accordance with SEC Rule 15c3-3(k)(2)(i) with a balance of $516,114 at December 31, 2018. The Company disburses this cash to third parties on behalf of certain customers at the customers’ direction.

Receivable from Clearing Organization

Receivable from clearing organization represents commissions earned on securities transactions. These receivables are stated at face amount with no allowance for doubtful accounts as all amounts are considered collectible.

Property and Equipment, Net

Property and equipment are stated at cost, net of accumulated depreciation. Expenditures for major additions and improvements enhancing the function and/or useful life are capitalized. When items are sold or retired, the related cost and accumulated depreciation are removed. Depreciation is computed using the straight-line method over useful lives of the related assets. The estimated useful lives for significant property and equipment categories are as follows:

- Computer software: 5 years
- Office equipment: 5-7 years
- Leasehold improvements: Life of lease

Goodwill and Indefinite-Lived Intangible Assets

As discussed in Note 1, the Company was formed in conjunction with a business combination that occurred on December 15, 2014. In 2014, a parent of the Company transferred cash in proportion to the determined fair value for a controlling interest in the Company. As the Company was formed in conjunction with the business combination and has been recognized as the acquirer, it recognized a step-up to fair value of the assets and liabilities acquired, and a corresponding step up to member’s equity in 2014. The Company applied the acquisition method to account for the business combination, that requires among other things, assets acquired and liabilities assumed be recorded at their fair values as of the business combination date.

Goodwill was calculated as the excess of the consideration transferred over the net assets recognized and represents the future economic benefits arising from other assets acquired that could not be individually identified and separately recognized. The Company also recorded an indefinite-lived intangible asset related to the Company’s trade name.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Goodwill and Indefinite-Lived Intangible Assets (continued)

Under Accounting Standards Codification (“ASC”) Topic 350, Intangibles – Goodwill and Other, goodwill and indefinite-lived intangible assets acquired in a business combination are not amortized, rather, evaluated for impairment on an annual basis, by reporting unit, or more often if events or circumstances indicate there may be impairment. The Company’s operating segments, Domestic and UK, are the identified reporting units in which goodwill and intangible assets are allocated.

Under ASC Topic 350, to determine whether it is necessary to perform the two-step impairment test, a company may assess qualitative factors to evaluate whether it is more likely than not that the fair value of a reporting unit is less than its carrying amount. If it concludes that it is more likely than not that the fair value of a reporting unit is less than its carrying amount or if the company elects not to assess qualitative factors, the company then performs the two-step impairment test. The first step is to determine the fair value of each reporting unit. The fair value of each reporting unit is compared to the carrying amount of the reporting unit. If the carrying value of the reporting unit exceeds the fair value, then the second step of the test is performed to measure the impairment loss. The second step of the impairment test compares the fair value of the reporting unit’s identifiable assets and liabilities against the fair value of the reporting unit to determine the implied fair value of goodwill. An impairment loss is recorded for the amount of the difference between the carrying amount of the goodwill and the implied fair value of the goodwill. See Note 6 for a further discussion.

Finite-Lived Intangible Assets, Net

As part of the business combination described in Note 1, the Company recorded finite-lived intangible assets on its consolidated balance sheet with estimated useful lives as follows:

- Acquired internal-use software: 4-6 years
- Acquired research and analytical tools: 5 years
- Acquired core database: 15 years
- Acquired customer base: 18-22 years

Under ASC Topic 360, Property, Plant, and Equipment, long-lived assets, including purchased intangibles subject to amortization, are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of assets is measured by a comparison of the carrying amount of an asset to undiscounted future cash flows expected to be generated by the asset or asset group. If the carrying amount of an asset or asset group exceeds its estimated future cash flows, an impairment charge is recognized in the amount by which the carrying amount exceeds the fair value of the asset.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Finite-Lived Intangible Assets, Net (continued)

The Company capitalizes certain costs to develop its website and internal-use software when planning stage efforts are successfully completed, management has committed project resourcing, and it is probable that the project will be completed and the software will be used as intended. Such costs are amortized on a straight-line basis over the estimated useful life of the related asset, which is five years. Costs incurred prior to meeting these criteria, together with costs incurred for training and maintenance, are expensed as incurred.

Share-Based Compensation – Equity Classified Awards

Certain employees are issued awards by a parent of the Company. Share-based compensation expense is measured at fair value on the grant date, and is recognized on a straight-line basis as expense over the vesting periods of the awards. As the awards are not equity of the Company, they are recorded in member’s equity as deemed contributions.

Share-Based Compensation – Liability Classified Awards

In July 2015, a non-controlling interest holder in a parent of the Company issued awards to certain employees of the Company. When an employee is terminated, the Company has historically exercised its option to cash settle these equity awards prior to the employee realizing economic risks and rewards for a reasonable period of time. As such, the liability classified awards are re-measured at fair value each reporting period.

Deferred Revenue

Certain clients pay a set fee for a subscription to the Company’s research and data analytics service and are invoiced for a period ranging typically from three months to a year. Deferred revenue represents the portion of revenue which is attributable to future periods covered by these agreements.

Deferred Rent

The Company leases office space under non-cancelable lease agreements with third parties, which expire on various dates through 2021. The Company reflects lease expense over the lease term on a straight-line basis.
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Foreign Currency Translation

GSA-UK uses the local currency of its respective country, United Kingdom Pound Sterling or GBP, as its functional currency. In accordance with ASC Topic 830, Foreign Currency Matters, assets and liabilities are translated at exchange rates prevailing at the consolidated balance sheet date.

Subsequent Events

The Company has evaluated events subsequent to the consolidated balance sheet date for items requiring recording or disclosure. The evaluation was performed through March 18, 2019, which is the date the consolidated balance sheet was available to be issued. Based upon this review, the Company has determined that there were no events which took place that would have a material impact on its consolidated balance sheet at December 31, 2018.

3. RECEIVABLE FROM CLEARING ORGANIZATION

GST has a brokerage agreement with Industrial and Commercial Bank of China Financial Services LLC (“Clearing Broker”) to carry GST’s account and the accounts of GST’s clients as customers of the Clearing Broker. Pursuant to the broker agreement, GST introduces all of its securities transactions to the Clearing Broker on a fully disclosed basis. Customers’ money balances and security positions are carried on the books of the Clearing Broker. As of December 31, 2018, the receivable from the Clearing Broker of $154,488 was pursuant to these clearance agreements.

4. DEPOSIT WITH CLEARING ORGANIZATION

At December 31, 2018, the Clearing Broker had custody of $254,708 of GST’s cash balance which serves as collateral for any amounts due to the Clearing Broker.

In accordance with the clearance agreements, GST agreed to indemnify the Clearing Broker for losses, if any, which the Clearing Broker may sustain from carrying securities transactions introduced by GST. In accordance with industry practice and regulatory requirements, GST and the Clearing Broker monitor collateral on the customers’ accounts.
5. PROPERTY AND EQUIPMENT, NET

As of December 31, 2018, property and equipment consisted of the following:

- Leasehold improvements: $1,609,877
- Office equipment and computer software: $1,521,101

Less: accumulated depreciation

- $(1,632,916)

$1,498,062

6. GOODWILL AND INTANGIBLE ASSETS, NET

As described in Note 2, goodwill and indefinite-lived intangible assets are subject to an evaluation of potential impairment on an annual basis. As of December 31, 2018, the Company determined based on an assessment of qualitative factors that it was more likely than not that the fair values were greater than its carrying amount and further testing was not necessary.

Goodwill by reporting units as of December 31, 2018 consisted of the following:

- Domestic: $104,342,974
- UK: $17,152,503

$121,495,477

The carrying value of goodwill includes accumulated impairment loss in the UK reporting unit of $16,300,244.

Intangible assets and related accumulated amortization as of December 31, 2018, consisted of the following:

- **Finite-Lived Intangible Assets**
  - Acquired customer base: $37,500,000
  - Acquired research and analytical tools: $16,100,000
  - Acquired core database: $9,380,000
  - Acquired internal-use software: $2,110,000
  - Website re-development: $379,800
  - Internal-use software: $1,244,770

  $66,714,570

  Less: accumulated amortization

  $(25,225,805)

  $41,488,765

- **Indefinite-Lived Intangible Assets**
  - Acquired trade name: $11,000,000

  $52,488,765
6. GOODWILL AND INTANGIBLE ASSETS, NET (continued)

The Company evaluated its finite-lived intangible assets and concluded none were unrecoverable and no impairment was recorded at December 31, 2018.

No events have occurred since December 31, 2018 that would cause the Company to update its latest annual goodwill and finite-lived intangible assets impairment testing.

7. INCOME TAXES

The deferred tax liability of $291,953 is related to the difference in book and tax amortization schedules of the intangible assets acquired as part of the business combination discussed in Note 1. In accordance with ASC Topic 740, Income Taxes, the Company assesses its tax positions based on available positive and negative evidence and, if it concludes that it is not more likely than not that its positions will withstand an examination, the position is unrecognized in the financial statements and a liability for uncertain tax positions is recorded along with respective estimated interest and penalties. At December 31, 2018, the Company had no uncertain tax positions, that are not more likely than not to withstand an examination.

Tax years that remain subject to examination by various tax jurisdictions are 2014 to 2017.

8. RELATED PARTY TRANSACTIONS

At December 31, 2018, $71,243 due from a related party was recorded on the consolidated balance sheet. $41,004 related to state taxes paid by the Company on behalf of its affiliates.

The Company does not purport that the terms of related party transactions are the same as those that would result from transactions among wholly unrelated parties.

9. EMPLOYEE PENSION PLAN

The Company, along with other entities under common control, is part of a controlled group. The controlled group maintains a 401(k) Plan as a defined contribution retirement plan for all eligible employees. The 401(k) provides for tax-deferred contributions of employees’ salaries, limited to a maximum annual amount as established by the IRS. In 2018, the Company matched 100% of employee contributions up to a maximum of four percent of total compensation.

GSA-UK operates a tax-deferred defined contribution plan for all eligible employees. Contributions are made as a percentage of compensation between five to ten percent depending on seniority and function. Personal contributions are not necessary to receive this contribution.
10. DISCONTINUED OPERATIONS

As discussed in Note 1, the Company closed the GSA-UK trading desk on September 30, 2018. The assets and liabilities of the discontinued operations have been presented separately in the asset and liabilities sections, respectively, of the consolidated balance sheet. The following table presents the carrying amounts of major classes of assets and liabilities of discontinued operations as of December 31, 2018.

**Carrying amounts of major classes of assets included as discontinued operations**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deposit with clearing organization</td>
<td>$319,122</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>14,463</td>
</tr>
<tr>
<td>Other assets</td>
<td>3,121</td>
</tr>
<tr>
<td><strong>Total major classes of assets of the discontinued operation</strong></td>
<td><strong>$336,706</strong></td>
</tr>
</tbody>
</table>

**Carrying amounts of major classes of liabilities included as discontinued operations**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>$214,064</td>
</tr>
<tr>
<td><strong>Total major classes of liabilities of the discontinued operation</strong></td>
<td><strong>$214,064</strong></td>
</tr>
</tbody>
</table>

11. CONCENTRATION OF CREDIT RISK

The Company maintains several bank accounts at financial institutions. These accounts are insured either by the Federal Deposit Insurance Commission (“FDIC”), up to $250,000, or SIPC, up to $500,000. At December 31, 2018, cash balances held in financial institutions were in excess of the FDIC and SIPC’s insured limits. The Company has not experienced any losses in such accounts and management believes that it has placed its cash on deposit with financial institutions which are financially stable.

GST is engaged in various trading and brokerage activities in which counterparties primarily include broker-dealers, banks, and other financial institutions. In the event counterparties do not fulfill their obligations, GST may be exposed to risk. The risk of default depends on the creditworthiness of the counterparty or issuer of the instrument. GST’s policy is to review, as necessary, the credit standing of each counterparty.

12. COMMITMENTS AND CONTINGENCIES

The Company leases office space under non-cancelable lease agreements with third parties, which expire between 2020 and 2021. The Company reflects lease expense over the lease terms on a straight-line basis. Occupancy lease agreements, in addition to base rentals, generally are subject to escalation provisions based on certain costs incurred by the landlord.
12. COMMITMENTS AND CONTINGENCIES (continued)

At December 31, 2018, the minimum annual payments are as follows:

Year ending December 31:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>$2,155,641</td>
</tr>
<tr>
<td>2020</td>
<td>531,160</td>
</tr>
<tr>
<td>2021</td>
<td>112,237</td>
</tr>
<tr>
<td></td>
<td><strong>$2,799,038</strong></td>
</tr>
</tbody>
</table>

The Company is a guarantor to a loan facility that GSP is a party to. The facility also includes an optional revolver with a maximum commitment of $12,500,000. If the parent company is unable to meet payment obligations, the Company will be responsible to the lender for satisfaction of all or a part of the loan. As of December 31, 2018, the outstanding balance of the loan facility recorded on GSP’s consolidated financial statements was $98,316,980.

13. NET CAPITAL REQUIREMENT

GST is subject to the SEC Uniform net Capital Rule (“Rule 15c3-1”), which requires the maintenance of minimum net capital and requires that the ratio of aggregate indebtedness to net capital, both as defined, shall not exceed 15 to 1. Rule 15c3-1 also provides that equity capital may not be withdrawn or cash dividends paid if the resulting net capital ratio would exceed 10 to 1. As of December 31, 2018, GST had net capital of $3,616,779 which was $3,366,779 in excess of its required net capital of $250,000 and GST’s ratio of aggregate indebtedness ($2,667,403) to net capital was .74 to 1, which is less than the 15 to 1 maximum allowed.
14. RECENTLY ISSUED ACCOUNTING PRONOUNCEMENTS

In May 2014, the FASB issued ASC 606, “Revenue from Contracts with Customers” (ASC 606). ASC 606 affects any entity that either enters into contracts with customers to transfer goods or services or enters into contracts for the transfer of nonfinancial assets. Under ASC 606, an entity will recognize revenue when it transfers promised goods or services to customers in an amount that reflects what it expects in exchange for the goods or services. ASC 606 is effective for annual periods beginning after December 15, 2018. This guidance permits the use of either a full retrospective method or a modified retrospective approach. The modified retrospective approach would be applied only to the most current period presented along with a cumulative-effect adjustment at the date of adoption. Subsequent to the issue of ASC 606, the FASB has issued several ASU updates such as ASU 2016-08, “Revenue from Contracts with Customers (Topic 606): Principal versus Agent Considerations (Reporting Revenue Gross versus Net), and ASU 2016-12, Revenue from Contracts with Customers (Topic 606): Narrow-Scope Improvements and Practical Expedients among others. These ASUs do not change the core principle of the guidance stated in ASC 606, instead, these amendments are intended to clarify and improve operability of certain topics included within the revenue standard. These ASUs have the same effective date and transition requirements as ASC 606. The Company has elected to adopt the modified retrospective method beginning on January 1, 2019. The Company is still evaluating the impact on the consolidated balance sheet.

In February 2016, the FASB issued ASC 842, “Leases” (ASC 842). The core principle of ASC 842 is that an entity should recognize on its balance sheet assets and liabilities arising from a lease. In accordance with that principle, ASC 842 requires that a lessee recognize a liability to make lease payments (the lease liability) and a right-of-use asset representing its right to use the underlying leased asset for the lease term. The recognition, measurement, and presentation of expenses and cash flows arising from a lease by a lessee will depend on the lease classification as finance or operating lease. This new accounting guidance is effective for public companies for fiscal years beginning after December 15, 2018, including interim periods within those fiscal years. For all other entities, the new accounting guidance is effective for fiscal years beginning after December 15, 2019, and interim periods with fiscal years beginning after December 15, 2020. Early adoption is permitted for all entities.

Upon adoption of ASC 842 any remaining future lease payments will result in a gross up of the statement of financial position with a liability for the amount of discounted future lease payments with a corresponding amount allocated to a lease asset. The Company is still evaluating the impact on the consolidated balance sheet.