



PROFESSIONAL SERVICES

Although Astrella is designed to be intuitive and easy for anyone to manage the ownership tracking of their company, some companies prefer to engage AST Private Company Solutions (PCS) to manage the conversion of their data from a previous system (or spreadsheet) or to maintain and update the data. Astrella Professional Services (APS) can support private companies to manage the ongoing data entry and maintenance of their company's cap table and employee stock plan, including uploading documents and/or delivering employee grant agreements.

➤ **APS is designed to help our clients with maximum flexibility.** Astrella clients can opt in (and out) easily without signing long-term agreements. Clients are charged a monthly minimum and then an attractive hourly rate for the actual time spent managing your data. If you have a board meeting and need 35 grant agreements distributed or have completed a recent financing with new investors, we'll update Astrella with the information you provide.

➤ **Because we are experts on using Astrella, we can make your updates quickly saving you time and money.** Of course, you'll always be able to access and maintain your data and run reports or an exit scenario at any time.

➤ **It's easy to get started.** Please contact us to request an APS electronic agreement. Once executed, your APS client representative will contact you to understand your specific needs and to review your Astrella system setup.

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