

# **CLIENT CHARTER**

### **OUR CLIENT SERVICE MISSION**

At Stellar Road Financial Private Capital, we believe that our client is top priority. We wish to engage in a friendly, yet professional relationship whereby you feel we are providing a beneficial and convenient service. We strive to conduct all aspects of our service with integrity, honesty and consistency.

#### **CLIENT CONTACT**

We aim to answer your call promptly and courteously, with a real human being, not a recorded message, provided your call is between 8:30am and 5:00pm, Monday through Friday (excluding market holidays).

### **RESPONSIVENESS**

When you have questions or queries requiring an answer, we will provide a response within 4 working hours. We will attempt to be proactive, approachable, and responsive to the needs of our clients. If you feel we have failed to live up to these, or any other expectations, we promise to pass your comments to our CEO, so prompt corrective action will be taken.

### PRIVACY AND CONFIDENTIALITY

Stellar Road Financial Private Capital respects your right to privacy and security. We will treat all of your personal information as private and confidential within our company. We will only share this information with associates when necessary for the effective management of your account.

## TRANSPARENCY OF SERVICES

We will provide fair and accurate disclosure relating to all our services.

If there is anything you see that we could do better, inform us. We take every comment seriously and strive to provide the finest service you deserve.

#### STANDARD OF CARE

Principle 1: Put the client's best interests first.

Principle 2: Act with due care and in utmost good faith.

Principle 3: Do not mislead clients.

Principle 4: Provide full and fair disclosure of all material facts.

Principle 5: Disclose and fairly manage all material conflicts of interest.

PRIVATE ASSET MANAGEMENT · ASSET PROTECTION · INCOME TAX MINIMIZATION · RISK MANAGEMENT

\*Investment Advisory Services offered on a fee basis through Stellar Road Financial Private Capital, LLC.