

**Engagement & Disclosure**

**Parties and Scope to this Agreement:** the client(s) have engaged the services of the advisor to:

- Review client's existing Life/Disability/Critical Illness/Long-Term Care insurance portfolio.
- Review client's situation and needs in the event of Death/Disability/Critical Illness and develop a strategy to ensure that their goals and objectives are achieved.
- Review client's existing Term Deposit/Segregated Fund/Mutual Fund portfolio.
- Develop a personal Investment Policy Statement that identifies the client's investment objectives, target asset allocation and the action steps needed to implement the strategy.
- Review client's situation and needs in the event of Education/Retirement and develop a strategy to ensure that their goals and objectives are achieved.
- Review client's key person/buy-sell insurance structures
- Review client's employee benefits programs

**Licensing:** The advisor is licensed as an Accident & Sickness Insurance Agent and Life Insurance Agent in the provinces of Manitoba and Saskatchewan. This license is sponsored by Manulife Financial. Professional liability insurance coverage is maintained.

**Memberships & Credentials:** The advisor is a member in good standing of the Financial Advisors Association of Canada (Advocis). Continuing education requirements are maintained.

**Business Names:** Four Points Financial Solutions Inc. is registered and incorporated in the province of Manitoba. The advisor is contracted with some financial institutions through Hub Financial Inc.

**Third-party Professionals:** The advisor is not engaged in and assumes no liability for rendering legal or accounting advice. During the process of providing financial advice it may be prudent for the advisor to consult with the client's legal or tax advisors. In the event that such a consultation is deemed necessary, the client will be advised and requested to approve any such consultation. At that time, the client will also confirm that they are willing to accept responsibility for any professional fees incurred for this purpose. No such consultations will take place without the client's express approval and agreement.

**Confidentiality:** The quality of the work undertaken on behalf of the client requires that personal information be accurate and complete. All information will be held in strictest confidence and shall not be divulged to any outside organization or government agency without the client's prior consent, unless required by law. In accordance with the Personal Information Protection and Electronic Documents Act, National Do Not Call List and Anti-Spam Legislation regarding electronic communication, the client directly authorizes and instructs the advisor and his firm to maintain information of a personal and private nature and hereby provides their express consent for communication by telephone and electronic mail until such time as requested by the client in writing to destroy such information.

Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

**Third Party Access to Information:** In order to facilitate servicing of client accounts, Four Points Financial Solutions is authorized to share any of the information on file with the following individuals, until such permission is revoked in writing:

| <b>Client</b> | <b>Third Party</b> | <b>Relationship</b> | <b>Acknowledged</b> |
|---------------|--------------------|---------------------|---------------------|
| _____         | _____              | _____               | _____               |
| _____         | _____              | _____               | _____               |

**Conflict of Interest:** The advisor agrees to notify the client of any and all existing or perceived conflicts of interests, if and when they arise, as they may relate to any recommendations made regarding transactions, prior to or at the time of making such recommendations. No financial institution holds an ownership interest in the advisor's business, nor does the advisor hold a direct interest in any financial institution.

**Company Representation:** The advisor has sold insurance or financial products issued by the following companies: Blue Cross, BMO Life, Canada Life, Desjardins Financial Security, Empire Life, Equitable Life, Great-West Life, IA Pacific Life, Manulife Financial, RBC Insurance, Sun Life, Transamerica Life Canada, Unity Life and Wawanesa Life  
**Compensation Options:**

**Fee Only** - Fees are estimated based on the time and complexity of the planning needs and billed based on actual time consumed. Additional compensation is not anticipated, but may be generated through commissions and/or referral fees if the client subsequently chooses to transact investment, insurance, and other financial products through us. This option will appeal to consumers who choose to engage us for planning but implement on their own.

**Fee Offset** - Fees are estimated based on the time and complexity of the planning needs but intended to be reduced to reflect any commissions or referral fees received for transactions on investments and other financial products that are expected to be undertaken as a part of the implementation of the action plan. To comply with insurance regulations, the fee-offset calculation only includes fees earned on investment assets outside the realm of the Insurance Act. This is used when the client chooses to engage us for planning but is unsure about how they wish to implement.

**Embedded Fees** - When you deal directly with a financial institution, employee salaries are built into the cost of the products you purchase. Similarly, when you deal with an independent advisor, compensation is built into the cost of the product but paid as a commission and/or referral fee rather than a salary. However, these revenues will only be received if our services result in the placement of investment, insurance, and other financial products as part of the implementation of the action plan. This is the most common option where a client chooses to fully engage for both planning and implementation.

A fee of \$\_\_\_\_\_ will be payable for the services covered by this agreement. This fee will be payable 50% due immediately upon execution of this agreement and 50% due upon presentation of the plan.

A legible copy shall be as valid as an original.

**The client has read the preceding provisions, understands the nature of this agreement and agrees to its terms.**

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_

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Client \_\_\_\_\_

Client \_\_\_\_\_

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Advisor – Terry Fyke