



## **Business Continuity Disclosure**

In our efforts to protect your ability to effect transactions in your account during emergency or significant business disruptions of varying scopes we have instituted the following procedures. These procedures will be used in the event of the following disruptions: a firm-only emergency or significant business disruption, a disruption to a single building, a business district, a city-wide emergency or significant business disruption and a regional disruption. During the disruption we will anticipate continuing our business within a 24-hour recovery time. In the event of a large-scale disruption (i.e., terrorist attack, power outage, severe weather, etc.) the recovery time may be longer. All files are stored electronically and backed-up nightly. The back-up tape is stored at secure off- site location and can easily be retrieved in the event we cannot access our current location. In the event of disruption that will force us to be unable to conduct our business normally, you may continue to affect trades in your account by contacting 888.367.9734. This number will be forwarded to a location with the ability to conduct your trading. If your assets are held directly with a fund company you may call them directly at the number listed on your statement. If you are unable to reach our home office at 585.267.8000 due to a communication disruption, you may contact us via our website at [www.wsfg.com](http://www.wsfg.com), or your representative directly.