

**SINCERE & CO., LLC
BUSINESS CONTINUITY PLAN
SUMMARY DISCLOSURE STATEMENT**

Sincere & Co., LLC (“Sincere”), pursuant to Financial Industry Regulatory Authority, Inc. (“FINRA”) rules, has created a Business Continuity Plan, to address and guide our response to and recovery from Significant Business Disruptions (“SBDs”). Copies of this Summary Disclosure Statement shall be given to all clients at the time they open their accounts with Sincere. Sincere’s Business Continuity Plan is subject to modification and an updated summary will be promptly sent to our clients. Alternatively, clients may obtain updated summaries by requesting a written copy by mail or fax.

In all of the following scenarios, Sincere plans to continue business and our planned recovery time, depending upon the time of occurrence, should not exceed 24 hours from the time of the declaration of the SBD. Staff, telephone calls, and e-mails will return to their original location upon full restoration of service.

Disruption to a single building or our Firm’s main office

If a disruption occurs at our main office located at 2424 Lincoln Street, Suite 600, Evanston, IL 60201, we will operate from an available alternate location.

Disruption to a business district

If a disruption occurs in our business district affecting our main office, we will operate from an available alternate location. This location shall be outside the business district.

City-wide business disruption

If a disruption occurs in our city-wide area that affects our main office, we will operate from an available alternate location. This location shall be outside the city-wide area.

Regional disruption

If a regional disruption occurs that affects our main office, we will operate from an available alternate location.

Sincere has also contracted with various entities to ensure that sensitive information is made redundant at back-up facilities. However, due to the nature of such information, we do not disclose the specific location of any back-up facilities, any proprietary information contained in our Business Continuity Plan or the parties with whom we have back-up arrangements.

Please call us should you have any questions at (847) 905-0225.

Thank you.

Richard D. Sincere, CEO
Sincere & Co., LLC