

VERSION 2

Dear [Client Name],

Throughout our practice, we've met a lot of wonderful people, like you, who have entrusted us with your financial hopes and dreams. For that, we are truly grateful.

With the changes that 2023 has brought to our company I have come to realize that by trying to help everyone, my team and I are spread too thin. To preserve and increase the quality of my services, I realized that I must make some changes.

After much consideration and review of options that would best serve you, I have decided that your ongoing advice and service needs would be better served by the dedicated team of advisors with [FIRM NAME].

Although I will no longer be your advisor, your financial success is important to me. My top priority in making this change is to ensure that you have access to a team of knowledgeable and experienced advisors who are available and prepared to help you throughout your financial journey.

As a result, I've made arrangements for [FIRM NAME] to take on the role of your financial advisor from this point forward.

What does this mean for you?

This change will have very little impact on your account(s); however, I want to make sure you are aware of the following:

- Your account number(s) and convenient digital access will not change.
- Your investment portfolio will remain the same and will serve as a launch point for your early discussions with the [FIRM NAME] team on where you are, financially, and where you would like to be.
- You'll continue to receive your regular statement(s) from [FIRM NAME], only without my name and logo.

I researched [FIRM NAME] and am confident in their advisors' abilities to provide you with dedicated service and innovative financial advice. They have the talent, technology, and resources dedicated to ensure that clients like you have continued and long-term access to personalized financial guidance and support. In selling a portion of my practice to the [FIRM NAME] team, I received compensation, but did so with careful consideration of your best interest.

Soon, the [FIRM NAME] team will contact you to introduce themselves, their services, and to find out more about you and your needs.

It has been a pleasure working with you. If you have any questions, please do not hesitate to contact me.

Sincerely,
[NAME]

*Please note clients are under no obligation to remain with the current advisor or other advisors associated with the sale of client lists.