



### **Guidelines for Business Cards & Stationery**

The following disclaimer must be on all business cards and stationery:

**Securities offered through The Leaders Group, Inc., Member FINRA/SIPC, 475 Springfield Ave, Summit, NJ 07901.**

If you list your company name, you must also state **ABC Company is not affiliated with The Leaders Group, Inc.**

**Your Archived email address needs to go on your business card.** This is either the [leadersgroup.net](mailto:leadersgroup.net) address that we'll set up for you, or the email that you've worked with Global Relay to get journaled over to our email archive. Please contact [compliance@leadersgroup.net](mailto:compliance@leadersgroup.net) if you have any questions as to which email needs to go on there.

Unless you have a license, degree, or professional designation you cannot use a title that might mislead the public that you have that license, degree or designation. Generic titles such as Registered Representative, Agent, Sales Representative are acceptable. Any other titles must be pre-approved by The Leaders Group, Inc.

All business cards must be approved by the Compliance Department prior to use, and must be submitted annually for inspection.

If you have any questions please call The Leaders Group Compliance Department at (303) 797-9080 or [compliance@leadersgroup.net](mailto:compliance@leadersgroup.net).