



METIS WEALTH
MANAGEMENT & PLANNING
PRIVACY NOTICE

Metis Wealth Management and Planning, LLC (referred to as “Metis”) maintains physical, electronic, and procedural safeguards that comply with federal standards to protect its clients’ nonpublic personal information (“information”). Through this policy and its underlying procedures, Metis attempts to secure the confidentiality of customer records and information and protect against anticipated threats or hazards to the security or integrity of customer records and information.

It is the policy of Metis to restrict access to all current and former clients’ information (i.e., information and records pertaining to personal background, investment objectives, financial situation, tax information/returns, investment holdings, account numbers, account balances, etc.) to those employees and affiliated/nonaffiliated entities who need to know that information in order to provide products or services in furtherance of the client's engagement of Metis. In that regard, Metis may disclose the client’s information: (1) to individuals and/or entities not affiliated with Metis, including, but not limited to the client’s other professional advisors and/or certain service providers that may be recommended or engaged by Metis in furtherance of the client's engagement of Metis (i.e., attorney, accountant, insurance agent, broker-dealer, investment adviser, account custodian, record keeper, proxy management service provider, etc.); (2) required to do so by judicial or regulatory process; or (3) otherwise permitted to do so in accordance with the parameters of applicable federal and/or state privacy regulations. The disclosure of information contained in any document completed by the client for processing and/or transmittal by Metis to facilitate the commencement/continuation/termination of a business relationship between the client and/or between Metis and a nonaffiliated third party service provider (i.e., broker-dealer, investment adviser, account custodian, record keeper, insurance company, etc.), including, but not limited to, information contained in any document completed and/or executed by the client in furtherance of the client's engagement of Metis (i.e., advisory agreement, client information form, etc.), shall be deemed as having been automatically authorized by the client with respect to the corresponding nonaffiliated third party service provider.

Metis permits only authorized employees and affiliates who have signed a copy of Metis’s Privacy Policy to have access to client information. Employees violating Metis’s Privacy Policy will be subject to Metis’s disciplinary process. Additionally, whenever Metis hires other organizations to provide services to Metis’s clients, Metis will require them to sign confidentiality agreements and/or the Privacy Policy. We will not disclose nonpublic personal financial information about you to nonaffiliated third parties (other than disclosures permitted by law), unless you authorize us to make those disclosures. Your authorization must be in writing or, if you agree, in electronic form thereby “opting-in” to the disclosure.

Should you have any questions regarding the above, please contact Jennifer Sokolowski, Chief Compliance Officer.