



**COMPANY DISCLOSURES
BUSINESS CONTINUITY PLAN**

SEQUENCE FINANCIAL SPECIALISTS LLC ("SEQUENCE") WORKS WITH SMALL TO MIDDLE MARKET COMPANIES TO ASSIST OUR CLIENTS' PURSUIT OF THEIR FINANCIAL GOALS BY BUILDING TRUSTING RELATIONSHIPS AND UTILIZING OUR EXPERTISE IN THE TRANSACTIONAL PROCESS BY PROVIDING INDIVIDUALLY TAILORED FINANCIAL SERVICES AND SOLUTIONS.

**FIRM
PROFILE**

SEQUENCE is a FINRA registered broker/dealer firm headquartered in Charleston, SC that provides investment banking and advisory services. We are FINANCIAL TRANSACTION SPECIALISTS ("FTS") with a focus on adding value to each financial transaction including the restructure of debt, access to equity, M&A, consultations and execution of legacy exits.

**PARENT
PROFILE**

SEQUENCE is a subsidiary of SEQUENCE HOLDINGS LLC, a financial services company that has two additional subsidiaries; SEQUENCE DEBT RESOLUTION LLC and SEQUENCE REAL ESTATE LLC. The firm has offices in Charleston, SC (HQ), Florence, SC, Charlotte, NC, Houston, TX, Austin, TX and Atlanta, GA.

**CONTACTING
SEQUENCE**

SEQUENCE has developed a BUSINESS CONTINUITY PLAN ("BCP") regarding how we will respond to events that significantly disrupt our business. Since the timing and impact of disasters and disruptions are unpredictable, we will have to be flexible in responding to actual events as they occur. With that in mind, we are providing you with this information on our BCP.

If after a significant business disruption you cannot contact us as you usually do at (843) 853-8222 or through our individual email addresses, then you should contact the entities that you have invested in directly for instructions on how you may access investment information, invest additional funds and or provide you with prompt access to funds and securities.

We plan to quickly recover and resume business operations after a significant business disruption and respond by safeguarding our employees and property, making a financial and operational assessment, protecting the firm's books and records, and allowing our customers to transact business. In short, our BCP is designed to permit our firm to resume operations as quickly as possible, given the scope and severity of the significant business disruption.

OUR BCP ADDRESSES THE FOLLOWING:

- Data backup and recovery
- All mission critical systems
- Financial and operational assessments
- Alternative communications with customers, employees, and regulators
- Alternate physical location of employees
- Critical supplier, contractor, bank and counter-party impact
- Regulatory reporting
- Assuring our customers prompt access to their investments if we are unable to continue our business

**BUSINESS
CONTINUITY
PLAN**

Since you invest directly, the entities that you have invested in are responsible for those records they maintain on your behalf. Additionally, when you invest with our assistance, we take steps to assure that you have paper or electronic copies of everything that you have signed and or obligated yourself to, which results in your having access to essentially the same records as we have, should you be unable to contact us during an emergency situation.

Finally, while most transactions done through us are not time sensitive, every emergency situation poses unique problems based on external factors, such as time of day and the severity of the disruption. Thus, while each entity with which you have invested desires to restore its own operations, to be able to complete existing transactions and to accept new transactions and payments within a short period of time, your orders and requests for funds and securities could be delayed during this period.

**VARYING
DISRUPTIONS**

Significant business disruptions can vary in their scope, such as only our firm, a single building housing our firm, the business district where our firm is located, the city where we are located, or the whole region. Within each of these areas, the severity of the disruption can also vary from minimal to severe. In a disruption to only our firm or a building housing our firm, we will transfer our operations to a local site when needed and expect to recover and resume business within 2 business days. In a disruption affecting our business district, city, or region, we will transfer our operations to a site outside of the affected area, and recover and resume business within 5 business days. In either situation, we plan to continue in business, and notify you through our web site www.sequencefinancialspecialists.com how to contact us. If the significant business disruption is so severe that it prevents us from remaining in business, we will assure our customer's prompt interface with the respective companies and entities that have provided investment products to you, through us.

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