

## **Business Continuity Plan Disclosure Statement**

Cheevers, Hand & Angeline, Inc. maintains a business continuity plan to address interruptions to our normal course of business. Our plan includes steps our firm will take in the event of a building only disaster, citywide or regional incident. We have made arrangements to start up business operations at other locations should the need arise. Should a significant business disruption occur, our recovery time is estimate to be approximately two to four hours. This recovery time could be affected by the unavailability of outside sources and circumstances beyond our control. This plan will be reviewed and updated annually.

Cheevers, Hand & Angeline, Inc. clears all transactions thru Pershing LLC, an affiliate of The Bank of New York. Please review the Pershing Business Continuity Plan Disclosure for important information in the even you are not able to reach Cheevers, Hand & Angeline, Inc. during such an interruption.

Cheevers, Hand & Angeline Inc. will post the business continuity plan on its website, [www.chainvestment.com](http://www.chainvestment.com) and will update these as promptly as possible.

**CONTACTING US:** The following list of phone numbers and email addresses are to be used ***ONLY IN THE EVENT OF A SIGNIFICANT BUSINESS DISRUPTION*** where you are not able to use the normal business phone numbers to reach Cheevers, Hand & Angeline, Inc.

The Emergency Email Contacts are:

[adler@chainvestment.com](mailto:adler@chainvestment.com) or [madler@stny.rr.com](mailto:madler@stny.rr.com)

[cheevers@chainvestment.com](mailto:cheevers@chainvestment.com) or [chaunionjack@yahoo.com](mailto:chaunionjack@yahoo.com)

[serbonich@chainvestment.com](mailto:serbonich@chainvestment.com) or [mserbonich@stny.rr.com](mailto:mserbonich@stny.rr.com)

Our phone numbers will remain the same, as they will be remotely transferred to other location:.

607-754-7550 or 800-999-7550

*\*Emergency Pershing Phone Number (To be used only if you are not able to reach Cheevers, Hand & Angeline Inc. at the numbers and emails listed above)*

If after a significant business disruption you cannot contact us as you usually do at 607-754-7550, you should go to our website at [www.chainvestment.com](http://www.chainvestment.com) for updated information and instructions. If you cannot access us through any other means listed above, you should contact our Clearing Firm, Pershing LLC which will provide prompt access to funds, securities, entering orders and processing trade-related cash and security transfer transactions at the numbers listed below.

*Pershing LLC*

Visit the website at [www.pershing.com/about.htm](http://www.pershing.com/about.htm)

Or call Emergency Phone 201-413-3635

Emergency Fax 201-413-5368

In the event you are not able to access the above phone number, you can call 213-624-6100 EXT 500 for recorded instructions.

*For more information-* If you have questions about our business continuity planning, you can contact us at 607-745-7550 or 800-999-7550

In the event that Cheevers, Hand and Angeline experiences a significant business interruption, you may contact Pershing directly to process limited trade related transactions, cash disbursements, and security transfers. Instructions to Pershing must be in writing and transmitted via facsimile at (201) 413-5368 or by postal service as follows:

Pershing LLC P.O. Box 2065 Jersey City, NJ 07303-2065

For additional information about how to request funds and securities when your financial organization cannot be contacted due to a significant business interruption, please visit the About Pershing section of the Pershing web site at [www.pershing.com](http://www.pershing.com) or call (201) 413-3635 for recorded instructions. If you cannot access the instructions from the web site or the previously noted telephone number, Pershing may be contacted at (213) 624-6100, extension 500, as an alternate telephone number for recorded instructions.