



Compliance Monthly News May 2023

Form CRS Delivery Requirements

Four instances:

1. New or prospective customers before or at the earliest of (a) recommendation of an account type, a securities transaction or an investment strategy involving securities; (b) placing an order for the retail customer; or (c) the opening of a brokerage account for the retail customer.
2. Existing customers to whom you recommended that the client: i) open a new account different from their current account(s); ii) roll over assets from a retirement account into a new or existing account or investment; or iii) be provided a new brokerage service or investment that does not necessarily involve the opening of a new account and would not be held in an existing account.
3. When completing change of broker dealer form
4. Existing customers upon request.

The account cover page is to be used to confirm delivery of Form CRS.

SECURE



EMAIL

BAE SYSTEMS

Type **Secure**: FIRST in the Subject line

From	mjh@trustmontgroup.com
To	adj@trustmontgroup.com
Cc	
Subject	Secure: Client Info

erado

Type **Secureit** anywhere in the body of the message

Trustmont Group

300 Brush Run Road
Greensburg, PA 15601
www.trustmontgroup.com
724-665-5665

Secureit

This communication may contain privileged and/or confidential information. If you received this communication in error, please contact the sender immediately. The information contained in this email is not warranted as to completeness.

Do you need to submit a new or updated OBA?

FINRA Rule 3270: Outside Business Activities of Registered Persons

Registered Persons are prohibited from participating in any outside business activity unless he/she has provided prior written notice to the broker-dealer and received written approval.

A person may be engaged in an OBA if they are:

- employed by any other person or entity;
- receiving compensation from any other person or entity;
- serving as an officer, director, or partner of another entity;
- serving in a fiduciary capacity (e.g., trustee, executor or power of attorney) for someone other than a family member.

To request approval for an outside business activity (OBA), complete the on-line submission form located on the Trustmont website. You will receive an email back from Compliance with your OBA marked either "approved" or "not approved". Keep a copy in your files.

After receiving approval for an OBA, you are responsible for notifying the compliance department of any future changes. Refer to your U-4 for a list of your approved OBAs.



OFFICE CHECK-UP

- *all marketing materials submitted for approval
- *office personnel disclosed
- *electronic device list up-to-date
- *voicemail disclosure added to all phones used for business
- *all personal accounts disclosed
- *pre-clearances submitted
- *monthly/quarterly logs completed
- *quarterly political contributions logs submitted
- *OBAs approved
- *copy of all reports submitted
- *use of online meetings approved
- *professional designations up-to-date and maintained
- *social media/website approved
- *U4 up-to-date (<https://finpro.finra.org>)
- *all customer complaints submitted (written or oral)
- *IS YOUR CE COMPLETED??**

2023 Webinar Schedule

*takes place 2-3pm EST

- February 9, 2023
- May 11, 2023
- August 10, 2023
- November 9, 2023

links to register on the website

ALL NEW BUSINESS NEEDS PRE-APPROVED

NOTE: new business, CPFs, negative response letters, client account changes/add-ons and checks go to Audrey in operations