

## **Relationship Disclosure Document**

Welcome to Jitneytrade Inc.

To assist you in getting the most out of your new self-directed account(s), please take a moment to review the information provided in this Relationship Disclosure document. It contains important details about the products and services we offer, the features of your account(s) and how it/they operate(s) and our responsibilities to you.

## The Services and Products Offered by Jitneytrade Inc.

### Services

Jitneytrade Inc. provides order execution accounts as described in the section below.

### Products

We offer our clients access to the following investment products:

- \_ Cash and cash equivalents such as T-Bills and money market instruments
- \_ Fixed income or debt securities such as bonds and debentures
- \_ Equities including warrants
- \_ Investment funds including mutual funds and exchange traded funds
- \_ Derivatives including options and Futures contracts

For more information on investment products, please visit the CSA website at [www.csa-acvm.ca](http://www.csa-acvm.ca)

## Your Account Type and How It Will Operate

### Order Execution Account

With our self directed (“Order Execution Account”), orders are entered by you using our online trading platforms or by placing an order over the phone with one of our licensed Investment Representatives. Jitneytrade Inc. gives you comprehensive support, tools and resources to help you make investment decisions. We do not provide you with individual financial, legal, investment advice or recommendations or tax advice, and you are responsible for your own investment decisions.

## The Fees You Will Be Paying and How They Will Be Calculated

The commissions you will pay for trades and the fees related to the operation of your account are included in the *Commission Schedule and Statement of Disclosure of Rates and Fees* document provided to you at the time of account opening. This information can also be found on our website at: [www.jitneytrade.com](http://www.jitneytrade.com)

## Investment Suitability

### Order-execution accounts:

Jitneytrade Inc. does not advise you on the suitability of your transactions as you make your own investment decisions.

## Content and Frequency of Our Reporting To You

### Trade Confirmations

When you buy or sell securities, a trade confirmation will be sent to you using your preferred communication method (electronically if you are signed up for electronic confirms or by mail), generally within one business day of the trade date. The confirmation will contain at a minimum the following information:

- \_ The name of the security that was traded and the total amount paid by you for a purchase or paid to you on a sale

## Account Statements

During months where there is activity in your account (exclusive of interest or dividend payments), you will receive a statement of account from Jitneytrade Inc. shortly after the end of that month. Regardless of whether any transactions have occurred, quarterly statements of account will be provided to you.

Each statement will contain the following:

- \_ Your name, address and account number
- \_ The type of account
- \_ Period covered by the statement
- \_ Details of each trade during the period including the date of the trade, the name of the security and the dollar value of the trade
- \_ Details of all non-trade transactions such as contributions and withdrawals, dividends, interest earned and paid, transfers and any other transactions that occurred in your account over the previous period.
- \_ Total holdings, including name, number of units and representative market value of all securities held at the end of each reporting period

Performance/ return on investments: We do not currently provide you with the return on your investments on your account statements.

## Avoiding, Managing, or Disclosing Conflicts Of Interest That May Arise As We Serve Your And Others' Interests

Jitneytrade Inc. has policies and procedures in place to assist us in identifying and minimizing any conflicts of interest that we may face. We have also structured our businesses so that, where possible, conflicts of interest are avoided. Where that is not possible, we inform our clients of potential conflicts of interest. In all respects, we aim to operate our businesses to ensure the best interests of our clients.

For full details on our conflict of interest policies, please see the *d Disclosure Documents* provided to you at the time of account opening.

## Complaint Resolution

Should you have any questions or complaints about your self-directed account(s), please let us know. You may also refer to the **Complaint Handling Process** section of the Jitneytrade Inc. website.

## Checklist Of Documents To Be Provided To You

We will provide you with copies of the following documents relating to your account:

- Jitneytrade Inc. Account and Services Agreements and Disclosure Documents
- Relationship Disclosure Document
- Canadian Investor Protection Fund (CIPF) Brochure
- An Investor's Guide to Making a Complaint