

### ***Commitment to Your Private Information:***

Queen City Capital Management, LLC has a policy of protecting the confidentiality and security of information we collect about our clients. We do not, and will not, share non-public personal information (“Information”) about you with outside third parties without your consent, except for the specific purposes described below. This notice has been provided to you to describe the Information we may gather and the situations under which we may need to share it.

### ***Why We Collect and How We Use Information:***

We limit the collection and use of Information within our firm to only those individuals associated or employed with us that must have Information to provide financial services to you. Such services include maintaining your accounts, processing transaction requests, and providing the advisory services described in our Form ADV.

### ***How We Gather Information:***

We get most Information directly from you when you provide us with Information from any of the following sources:

- Applications or forms (*Ex: Name, Address, Social Security Number, Birth Date, Assets, Income, Financial History*)
- Transactional activity in your account (*Ex: trading history and account balances*)
- Information services and consumer reporting sources (*Ex: to verify your identity or to assess your credit history*)
- Other sources with your consent (*Ex: your insurance professional, attorney or accountant*)

### ***How We Protect Information:***

Our employees and affiliated persons are required to protect the confidentiality of Information and to comply with our stated policies. They may access Information only when there is an acceptable reason to do so, such as to service your account or provide you with financial services. Employees who violate our Privacy Policy are subject to disciplinary action, up to and including termination from employment with us. We also maintain physical, electronic and procedural safeguards to protect Information, which comply with applicable SEC, state, and federal laws.

### ***Sharing Information with Other Companies Permitted Under Law:***

We do not disclose Information obtained in the course of our practice except as required or permitted under law. Permitted disclosures include, for instance, providing Information to unrelated third parties who need to know such Information in order to assist us with the provision of services to you. Unrelated third parties may include broker/dealers, mutual fund companies, insurance companies, and the custodian with which your assets are held. In such situations, we stress the confidential nature of Information being shared.

### ***Former Customers:***

Even if we cease to provide you with financial products or services, our Privacy Policy will continue to apply to you and we will continue to treat your information with strict confidentiality.

***Queen City Capital Management, LLC strives to protect your personal information and makes every effort to keep your personal information accurate and up to date. If you identify any error in your personal information or need to make a change to that information, please contact us and we will promptly update our records.***