

St. James Financial Services Corp.

Licensed Business and Financial Consultants

(City of Edmonton Business License #175698146-002)

Association of Accredited Small Business Consultants

All St. James Consultants adhere to the following

CODE OF ETHICS

- To complete all commercial contracts in a professional manner.
- To have empathy for our clientele and the transactions.
- To practice positive interpersonal and communications skills.
- To possess the required knowledge, skills, and training to be proficient and relevant in the provision of our services.
- To maintain an objective and respectful manner with all clientele.
- To employ effective and efficient business practices that adds to the quality of the service.
- To respect the confidential nature of our clientele's information.
- To deal openly and appropriately with those areas that may be deemed a conflict of interest.
- To conduct ourselves in a manner that maintains the integrity of the clientele's businesses as well as to preserve the good reputation of St. James Financial Services Corp.
- To deal with all clientele in a fair and equitable manner regardless of culture, religion, language, race, colour or sexual orientation.