

**INDEPENDENT CONTRACTOR – RELATED DISCLAIMERS**  
**INTERNAL USE ONLY – DO NOT DISTRIBUTE OUTSIDE THE COMPANY**  
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**Anywhere Advisors Independent Contractor Branch Office Approved**  
**Disclaimers**

Independent contractor disclaimers are to be included on various documents and materials as discussed below. In any of the below disclaimers.

- "the Company" can be substituted with the local company name or brokerage name.
- Include the disclaimer on the cover page or first page of the document or material.
- Where the disclaimer does not fit on the first/cover page, the disclaimer can be included on page 2 after the cover page, as long as it is still prominent.
- In a one-page document, the disclaimer can be put at the bottom of the page, as long as it is still prominent.
- In addition, in a long document, include the disclaimer on the bottom of each page.
- If you find that a disclaimer does not fit a particular scenario, please contact the Independent Contractor (ICR) Department for further guidance.

**1. Agent Facing Materials**

Include this disclaimer on material the office manager and staff makes available, provides or offers to independent sales associates (*e.g.*, sample business plans, meeting agendas, emails, educational resources, tips, skill building materials, etc.), on a voluntary basis. This disclaimer clearly expresses that use of the material is optional and not required for continued affiliation. In addition, to the extent there is a sign in sheet at an educational event, include this disclaimer on the top of each page.

***As an independent contractor sales associate, your participation in or use of any [Company] materials, programs, or meetings is completely voluntary. Your participation in or use is not required for your continued affiliation with the Company.***

**2. Affiliation/Recruiting Disclaimer (to be used externally)**

Include this disclaimer on all recruiting and/or affiliation material. (*e.g.*, recruiting brochures, recruiting/affiliation type letters, paperwork given to ICs to induce him/her to affiliate with the Company).

***Any affiliation by you with [Company] is intended to be that of an independent contractor sales associate, not an employee.***

**Note: If 3<sup>rd</sup> Party companies (vendors, sales and educational programs, etc.) provide materials to the Independent Contractor sales associates, do not add our Company logo to their materials.**