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# **Brochure Form ADV Part 2B Brochure Supplement**

Janis S. Sleeter, MBA, CFP®, AIF®

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This brochure supplement provides information about Janis Sleeter that supplements the Total Clarity Wealth Management, Inc. Form ADV Part 2A Brochure. Please contact Jan at (630) 368-6160 if you would like receive Total Clarity's Form ADV Part 2A Brochure or if you have any questions about the contents of this supplement.

Additional information about Jan is available on the SEC's website at <a href="www.adviserinfo.sec.gov">www.adviserinfo.sec.gov</a>. The searchable CRD number for Janis S. Sleeter is 2546249.

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#### EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE

**Jan Sleeter** *Year of Birth*: 1948

# **Education**:

Name of School	Years	Year	Degree	Major
	Attended	Graduated		
Vanderbilt University	1966 to 1970	1970	BA	Mathematics
Karl Franzen University	1971 to 1973			
Medical School				
Northwestern University	1975 to 1976	1976	MBA	Finance &
Kellogg School of				Accounting
Management				
University of Illinois	1985	1985	CPA	Accounting

# **Business Background:**

Name of	Type of Business	Title	Period of
Employer			Employment
Total Clarity	Advisory and	Advisory Representative	04/2007 to Present
Wealth	Financial Planning		
Management, Inc.	_		
Heartland Capital	Financial Services	Chairman	10/1992 to Present
Resources			
Cetera Advisor	Broker/Dealer	Registered Principal	07/1998 to Present
Networks		Registered Representative	
		Advisory Representative	
Allied Van Lines	Moving and Storage	Manager, Corporate	05/1984 to 08/1992
	Company	Financial Services	

# Securities Registrations held: Series 7, Series 63, Series 65, Series 24

**Designations:** Jan Sleeter maintains the designation of CFP® (Certified Financial Planner). The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold a CFP® certification. The designation is obtained by completing the following requirements: 1) An advanced college-level course of study addressing financial planning subject areas. These include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning and estate planning. The independent advisory representative must have a Bachelor's Degree from a regionally accredited United States

# Total Clarity Wealth Management, Inc.

college or university (or a foreign university equivalent). 2) Pass the comprehensive CFP® certification examination. It includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances. Ongoing continuing education is required; 30 hours every two years, including 2 hours on the *Code of Ethics* and *Standards of Professional Conduct*. 3) Complete at least 3 years of full-time financial planning-related experience. 4) Agree to be bound by the CFP® Board's *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field. The *Standards* require that CFP® professionals provide financial planning services at a fiduciary standard of care, agreeing to always work in the best interests of their clients.

Jan also earned and maintains the designation of AIF<sup>®</sup> (Accredited Investment Fiduciary). The AIF<sup>®</sup> designation is obtained by completing a web-based or Capstone program on investment fiduciary standards and a final certification exam. There is no prerequisite. This designation requires 6 hours of continuing education every year.

#### **DISCIPLINARY INFORMATION**

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If your Advisor had any reportable legal or disciplinary events during the past ten years, they will be described below:

YOUR ADVISOR DOES NOT HAVE ANY REPORTABLE LEGAL OR DISCIPINARY EVENTS.

#### **OTHER BUSINESS ACTIVITES**

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In addition to serving as an Advisory Representative for Total Clarity Wealth Management, Inc. (hereinafter referred to as "Total Clarity"), Jan is a Registered Representative and Advisory Representative of Cetera Advisor Networks LLC, an SEC registered investment adviser and registered Broker/Dealer, member FINRA/SIPC. Clients are under no obligation to purchase or sell securities through Jan. Cetera Advisor Networks and Total Clarity are not affiliated. As an independent contractor of Cetera Advisor Networks, Jan spends approximately 25% of her time offering securities products on a commission or fee basis with Cetera Advisor Networks.

Jan may recommend clients implement recommendations through Cetera Advisor Networks. If clients implement investment recommendations through Cetera Advisor Networks, Jan may receive a commission or an advisory fee. Additionally, as further disclosed in Total Clarity's Form ADV Part 2A Brochure under the Brokerage Practices section, Jan may receive trail compensation for investments directed through Cetera Advisor Networks. Therefore, there may be a conflict of interest to cause a client to direct certain securities business through Cetera Advisor Networks.

# Total Clarity Wealth Management, Inc.

As a Registered Representative of Cetera Advisor Networks, Jan is subject to oversight by Cetera Advisor Networks over all her securities activities and certain outside business activities. Such oversight includes the review of Jan's securities business to ensure she considers the client's best interests.

Additionally, Jan is a licensed insurance agent. You are not obligated to purchase insurance or securities products through Jan. However, if you implement insurance recommendations through her, she will receive commissions. The insurance business comprises approximately 5% of her time. The amount of income she receives from insurance business will fluctuate depending on the amount of sales. There may be other insurance products and services available through other insurance professionals at a lower cost than those products available through Jan.

Jan is the Chairman of and a Financial Consultant for Heartland Capital Resources, Inc, a business valuation company. This business comprises approximately 5% of Jan's time and the income fluctuates depending on the amount of business.

For additional information, refer to the section entitled Brokerage Practices (Item 12) in Total Clarity's Form ADV Part 2A Brochure, which is available on our website: <a href="https://www.totalclaritywealth.com">www.totalclaritywealth.com</a>.

#### ADDITIONAL COMPENSATION

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Jan does not receive an economic benefit (i.e., sales awards and other prizes) from a non-client for providing advisory services.

In her role as a Registered Representative of Cetera Advisor Networks, Jan will earn commissions. The amount of commissions paid by Cetera Advisor Networks to Jan will fluctuate based on her overall production.

SUPERVISION Item 6

Jan is an Advisory Representative of Total Clarity. Supervision and oversight of her activities conducted through Total Clarity is provided by Jeanne Tackett, Vice President of Operations and Chief Compliance Officer (CCO). Terry Murphy, President, is the CCO Designee in Jeanne's absence. Jeanne Tackett and Terry Murphy can be contacted at (630) 762-9352.

The CCO or Designee reviews transactions conducted in clients' accounts. Additionally, all account information required to establish an account for a client must flow through the CCO or Designee. Total Clarity has procedures in place to be aware of any outside business activities engaged in or by Jan to oversee communications with the public, and to review personal trading activities of Jan, as well as in any account over which she has direct or indirect beneficial interest.

# Total Clarity Wealth Management, Inc.

As stated in Total Clarity's Form ADV Part 2A Brochure and as indicated above, Cetera Advisor Networks will also oversee the securities business of Jan Sleeter. Because she is a dually Registered Representative of Cetera Advisor Networks and Total Clarity, Cetera Advisor Networks has certain supervisory and administrative duties pursuant to the requirements of Conduct Rule 3040. Such review does not include the provision of investment advisory services to the clients of Total Clarity.

# REQUIREMENTS FOR STATE REGISTERED ADVISERS

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Total Clarity is not a State Registered Adviser.