[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

Subject: Conflict of Interest Disclosure and Fiduciary Advisory Letter

Dear [Client Name],

This letter serves to formally disclose potential conflicts of interest regarding our advisory relationship and to reaffirm my commitment to acting as your fiduciary.

1. Fiduciary Duty
As your advisor, I am legally and ethically obligated to act in your best interest at all times. This means providing advice that is objective, unbiased, and tailored to your specific financial goals and risk tolerance.

2. Disclosure of Potential Conflicts
While I strive to minimize conflicts, the following situations may present a potential conflict of interest:

- [Insert specific conflict, e.g., Receipt of commissions on specific products]
- [Insert specific conflict, e.g., Ownership interest in recommended funds]
- [Insert specific conflict, e.g., Referral fees from third-party service providers]

3. Mitigation Strategy
To ensure these conflicts do not impact the quality of my advice, I employ the following measures:

- [Insert mitigation, e.g., Regular internal audits of recommendations]
- [Insert mitigation, e.g., Comparison of products across multiple providers]

4. Client Acknowledgment
By signing below, you acknowledge that you have received, read, and understood these disclosures. You agree to proceed with the advisory relationship under these terms.

Please contact me directly if you have any questions regarding these disclosures.

Sincerely,

[Signature]
[Your Printed Name]
[Your Title]

Client Acceptance:

Signature: ____________________________ Date: __________