

## **GUIDELINES**

 We will have an in-depth discussion of your goals, values and expectations.

It is our job to put your needs first. The best way for us to do this is to have a direct and open conversation with you in person.

 We will discuss your options and then choose the appropriate course of action.

We are here to constantly move you toward your goals.

• We will bring in other advisors as necessary.

We do not know everything and will not guess at your expense.

This means that we will work with your accountant, estate
attorney, and/or any other advisors to make sure it is done right.

 We will develop a written financial plan that will hold both you and us accountable.

The planning process is a 2-way street that requires commitment on both ends for it to be worthwhile and fulfilling.

 We will develop and implement an investment policy consistent with your unique goals and your individual risk tolerance.

We want to ensure you meet your goals AND have peace of mind.

• We will meet at scheduled intervals.

Your life is full of changes. We strive to be proactive in helping

 We will fully disclose all charges and fees for our services.

This is our business and we are committed to serving you. We choose solutions suited to your goals and values.

## **How to Optimize Our Partnership:**

- Provide everything that we reasonably request.
  - In order for us to do our job properly and thoroughly, we need to know your entire financial picture.
- Be honest about your concerns and open with your questions.

We are here to listen to your fears and concerns so we can directly address them.

• Stay focused on your goals and take action steps.

Remember, it is your plan and your goals.

- Take a long-term view of planning and performance.
  - We do not have a crystal ball and do not have any control over the financial markets. Please do not solely judge our value based upon investment performance.
- Help us build our client community.

We engage new clients by referral.

you meet those changes.

