



BOLEN | DODSON
& ASSOCIATES

Integrated Wealth Planning

Bolen | Dodson & Associates
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GENERAL INFORMATION & DISCLOSURE BROCHURE

Revised 1/4/10

Bolen | Dodson & Associates (BDA, us, we), is registered with the Securities Exchange Commission and has been in business as an investment advisor since 2003.

Personnel

The President of Bolen | Dodson & Associates is Robert V. Bolen, CFA, CFP®. Born in 1955, Mr. Bolen has over 23 years of experience in the investment industry. He was employed as a securities analyst from 1986-2000, primarily with J.C. Bradford & Co from 1989-2000. During 2000 and 2001, he served as the Chief Financial Officer of a private software company. He joined Merrill Lynch in early 2002 as a financial advisor where he remained until starting Bolen Asset Management in October 2003. Bolen Asset Management merged with Lori A. Dodson & Associates in August 2006 when the firm began doing business as Bolen | Dodson & Associates. Mr. Bolen graduated Magna Cum Laude from Western Kentucky University in 1983 with a Bachelor of Science degree in accounting and graduated Summa Cum Laude from Indiana University in 1986 with a Master of Business Administration in Finance and Management. He earned his Chartered Financial Analyst designation in 1988 and his Certified Financial Planner designation in 2002. Mr. Bolen is Past President and board member of the Middle TN Chapter of the Financial Planning Association (FPA), a board member and Treasurer of the Nashville CFA Society and a member of the National Association of Personal Financial Advisors (NAPFA). He is a member of Grace Chapel Church in Franklin, TN and is actively engaged in community affairs.

How We Operate (fees)

We provide investment management, advisory and financial planning services on a fee only basis. As an investment manager, we manage your account for a percentage of the assets under our management. Additionally, we may select and monitor other money managers on your behalf. The annual fee generally ranges from 0.5% to 1.5%, depending on the size and complexity of your account. The fee is paid quarterly, in advance, at the end of each quarter. We will provide you with a statement specifying how the fees are calculated. If you wish to terminate our association, you may do so at any time and we will pro-rate charges. Approximately 90%-95% of our revenue stems from our investment management services.

We charge from \$500 to \$10,000 for a customized, personal financial plan, depending on complexity, and up to \$250 per hour for consultations. Exact fees depend on the complexity of your personal situation. We will consult with you on your financial concerns, including, but not limited to: priorities, strategies, goals, objectives, investments and investment time horizons, risk and loss tolerance, taxes, insurance, retirement and estate planning. You are the sole determinant of how many hours of financial counseling you will need, and you can terminate our services at any time. Approximately 5%-10% of our revenue stems from our financial planning and hourly financial advisory services. However, we continue to provide ongoing financial planning services to our investment management clients at no additional charge.

Assets managed by us will be held by an independent, third party custodian such as Fidelity Investments or Schwab Institutional. If you want us to recommend a custodian, the recommendation is based on the custodian's costs, skills, reputation, dependability and compatibility with you, and not upon any financial agreement between the recommended custodian and us.

General Information

Most of our clients are individuals, but we also work with pension plans, businesses, charities, trusts and estates. We give advice on- but do not necessarily recommend- all types of securities, ranging from individual government and/or corporate bonds to mutual funds, stocks, real estate, limited partnerships and commodities. We engage in fundamental, technical and charting security analysis. Our main sources of information are research materials prepared by others, corporate rating services, annual reports, SEC filings and company press releases. Our investment strategy is investing for the long term, and occasionally for the short term.

On occasion, we may buy or sell securities that we recommend to you. There is no conflict of interest as the securities we recommend are widely held and publicly traded and we are too small an advisor/investor to affect the market. Additionally, we always place your interests ahead of our own.

We review managed accounts regularly. Financial planning accounts are reviewed on an as needed basis when the client makes the firm aware of the need. Accounts at other money managers are reviewed when the applicant receives their statements- usually quarterly. Client accounts are typically reviewed on a portfolio analysis basis. Triggering factors include, but are not limited to, periodic review, cash in/out flows, market factors, in preparation of a client meeting, and/or rebalancing. Robert Bolen typically reviews all accounts. Education or business standards for employees giving investment advice include a college degree or at least 4 years of relevant work experience.

You will receive regular monthly statements directly from your custodian, broker/dealer, mutual funds and other money managers, as appropriate. We may, but are not required to, issue quarterly portfolio statements for you. We encourage you to regularly compare any statements provided by us with statements provided by the custodian to determine whether account transactions, including deductions to pay advisory fees, are proper.

We do not earn sales commissions by selling securities or insurance products. We do not compensate anyone, either directly or indirectly for client referrals.

When we manage your accounts on a discretionary basis, we limit our discretionary authority by limiting our authority to withdraw funds. We are prohibited from withdrawing securities from your accounts. Investment guidelines are established by mutual agreement, generally in writing at the start of the client

relationship. Discretionary transactions are limited to publicly traded securities such as stocks & bonds, exchange traded funds, mutual funds, government securities and when appropriate, options.

Proxy Voting Procedures

During the account opening process, clients have the option of electing Bolen | Dodson & Associates to vote proxies for securities in client accounts. For all such accounts, BDA will vote company proxies in accordance with its fiduciary obligations and its Proxy Voting Policies and Procedures. These Proxy Voting Policies and Procedures contain guidelines that BDA follows in order to minimize conflicts of interest and to ensure that it votes proxies in a manner consistent with the best interests of its clients. Unless BDA makes an affirmative decision to the contrary, BDA votes proxies as the Board of Directors of a company recommends. Clients can obtain a complete copy of BDA's Proxy Voting Policies and Procedures, as well as ascertain how particular proxies were voted, by contacting our office at 615-242-3808.

Privacy Policy

At Bolen | Dodson & Associates, we do not disclose nonpublic personal information about our clients or former clients except as permitted by law. We restrict access to client's personal and account information to those employees who need to know that information to service the client's account. BDA maintains physical, electronic and procedural safeguards to protect its clients' nonpublic personal information.

Real Estate Investments

On a personal basis, the President and employees of Bolen | Dodson & Associates may participate as investors in direct real estate investments alongside clients. Clients who wish to enter into the investments shall do so directly or via a custodian. In its role as Advisor, BDA may include real estate as part of its investment recommendations to clients. However, direct real estate investments are NOT made on a discretionary basis by BDA. If a client chooses to participate in a direct real estate investment, they do so of their own volition. Each investor participates in any gains or losses in portion to the size of his/her individual investment. No one associated with BDA receives a commission, fee or other compensation from third parties as a result of BDA clients investing in such direct real estate investments.

Code of Ethics

Bolen | Dodson & Associates maintains a Code of Ethics, which applies to all principals and employees, designed to ensure that BDA conducts its business with the highest level of ethical standards and in keeping with its fiduciary duties to its clients. According to its Code of Ethics, BDA has a duty to exercise its authority and responsibility for the benefit of its clients, to place the interests of its clients first, and to acknowledge any outside interests that conflict with the interests of its clients. BDA has adopted policies and procedures imposing certain conditions and restrictions on transactions for the accounts of BDA's employees. BDA has imposed restrictions upon its principals and employees in connection with the purchase or sale, directly or indirectly, for their own accounts or accounts controlled by them, of securities recommended to or purchased for clients. Trading ahead of client orders is strictly prohibited. Employees of BDA are permitted to own or purchase investment securities which are also held in client portfolios provided they conduct their personal trading in a manner that does not create an actual or potential conflict of interest with a client or otherwise take unfair advantage of the client relationship. BDA employees are prohibited from taking action or failing to take action for personal benefit rather than for a client's benefit, and from using their knowledge of clients' transactions for personal profit. A copy of BDA's Code of Ethics is available upon request.

Acknowledgements

This is to acknowledge that I/We have read and understood this General Information & Disclosure Statement for Bolen | Dodson & Associates. I/We have also received a copy of Bolen | Dodson & Associates Privacy Policies and Procedures.

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