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**March 15, 2011**

**FORM ADV PART 2A. BROCHURE**

**This brochure provides information about the qualifications and business practices of Pivotal Planning Group, LLC. If you have any questions about the contents of this brochure, please contact us at 516-333-6565. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.**

**Additional information about Pivotal Planning Group, LLC is also available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). The searchable IARD/CRD number for Pivotal Planning Group, LLC is 126575.**

**Pivotal Planning Group, LLC is a Registered Investment Adviser. Registration with the United States Securities and Exchange Commission or any state securities authority does not imply a certain level of skill or training.**

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## *Advisory Business*

Form ADV Part 2A, Item 4

Pivotal Planning Group, LLC's registration was granted by the U.S. Securities and Exchange Commission on April 16, 2010. Roger T. Ciacco (CRD Number 4685314) is a minority owner and Managing Director and Managing Member of the firm. Satty, Levine & Ciacco, CPAs, P.C. (EIN 11-2370855) is a member and owner of the firm. Larry Marchisotta (CRD Number 5120199) is an active member and minority equity owner of the firm. Fred H. Levine (CRD Number 5120214) is a passive member and minority equity owner of the firm. John Marchisotta (CRD Number 2805490) is a Managing Member and equity owner of the firm. Frank W. Sluter (CRD Number 51120214) is a passive member and minority equity owner of the firm. Mr. Sluter is the firm's Chief Compliance Officer. Robert E. Bertucelli (CRD Number 5788213) is an active member and minority equity owner of the firm. The firm is not publicly owned or traded. The firm manages each client's portfolio on an individualized basis. Clients may impose restrictions. The firm does not sponsor any wrap program. As of December 31, 2010, Pivotal Planning Group, LLC managed approximately \$60,021,379 in assets for about 212 accounts or approximately 97 client households. The Firm managed assets on a discretionary basis in the amount of \$56,285,413 which represented 207 accounts and managed on a nondiscretionary basis \$3,735,966 which represented 5 accounts.

As discussed below in this disclosure document, the firm provides its clients (that is individuals, pension and profit-sharing plans, trusts, charitable organizations and business entities) financial planning and investment management services.

### Financial Planning:

To the extent requested by the client, the firm may provide its clients with a broad range of comprehensive financial planning and consulting services including investment and non-investment related matters. The firm will charge a fee (fixed and/or hourly) for the services. Prior to engaging the firm to provide financial planning and/or consulting services, the client will be required to enter into a financial planning agreement with the firm, setting forth the terms and conditions of the engagement, describing the scope of the services to be provided, and the portion of the fee that is due from the client prior to the firm commencing services. In performing its services, the firm shall not be required to verify any information received from the client or from the client's other professionals, and is expressly authorized to rely thereupon. If requested by the client, the firm may recommend the services of other professionals for implementation purposes. The client is under no obligation to engage the services of any such recommended professional. The client retains absolute discretion over all such implementation decisions and is free to accept or reject any recommendation from the firm. Moreover, each client is advised that it remains his/ her/ its responsibility to promptly notify the firm if there is ever any change in his/her/its financial situation or investment objectives for the purpose of reviewing/evaluating/ revising the firm's previous recommendations and/or services.

### Miscellaneous Consulting Services

In addition, for those clients who require an enhanced and or specialized level of asset management service, the firm shall also recommend that the client allocate his/her/its assets among other investment advisers (The "Independent Managers"), to be recommended by the firm, based upon the stated investment objectives of the client. The terms and conditions under which the client shall engage the independent manager shall be set forth in a separate written agreement between the client and the designated independent manager. Upon engagement of the independent manager by the client, the firm shall render periodic advisory services to the client limited solely to the monitoring and review of independent manager's performance. Factors which the firm shall consider in recommending independent managers include the client's stated investment objectives, management style, performance, reputation, financial strength, reporting, pricing, and research.

If the firm refers a client to an independent manager, and the client engages the independent manager, the firm shall be compensated for service by receipt of a referral fee to be paid by independent manager to the firm in accordance with the requirements of SEC rules. Any such referral fee shall be paid forward from the independent manager's, investment management fee, and shall not result in any additional charge to the client. In addition to the firm's disclosure statement, as set forth in this Form ADV Part 2 "Brochure" narrative, the client shall also receive the written disclosure statement of the recommended investment manager.

#### Investment Management:

The firm offers clients investment management services on a fee-only basis.

Prior to engaging the firm to provide investment management services, the client will be required to enter into a formal investment advisory agreement with the firm, setting forth the terms and conditions under which the firm shall manage the client's assets, and a separate custodial/clearing agreement with each designated broker/dealer/custodian. Both the firm's investment advisory agreement and the custodial/clearing agreement shall authorize the custodian to debit the account from the amount of the firm's investment management fee, and to directly remit that management fee to the firm in accordance with required SEC procedures. The investment advisory agreement between the firm and the client will continue in effect until terminated by either party by written notice in accordance with the terms of the investment advisory agreement. Upon termination, the firm shall refund to the client the pro-rated remaining balance, if any, of the firm's quarterly investment management fee.

The firm allocates investment management assets of its client accounts on a discretionary basis. Unless the client directs, where the circumstances presented require otherwise, the firm shall generally recommend that SEI Private Trust Co. (SPTC) serve as the broker/dealer/custodian for client assets. SPTC may charge commissions and or transaction fees for effecting certain securities transactions (i.e., transaction fees are charged for certain no load mutual funds, commissions are charged for individual equity/debt securities transactions). In addition to the firm's investment management fee, brokerage commissions and or transaction fees, the client will also incur, relative to all mutual fund purchases, charges imposed at the mutual fund level (i.e., management fees and other fund expenses). When beneficial to the client, transactions may be effected through broker/dealers with whom the firm and or the client have entered into arrangements for prime brokerage clearing services.

The firm may also provide non-discretionary services to certain of its qualified clients relative to certain investments and private placement limited partnerships offered in accordance with Regulation D. The firm's services, in this regard, are limited to advice only, and the firm does not nor do its members participate in any such partnerships as a sponsor, promoter or salesperson.

#### Investment managers

In addition, for those clients that require an enhanced and/or specialized level of investment management service, the firm shall also recommend that certain clients authorize the firm to allocate, on a discretionary basis, the active discretionary management of a portion of their assets by and/or among certain independent investment managers to be selected by the firm based upon the stated objectives of the client. The firm shall continue to render ongoing and continuous advisory services to the client relative to the monitoring and review of account performance, client investment objectives, and asset allocation, for which the firm shall receive an annual advisory fee, which is based upon a percentage of the market value of the assets being managed by the designated independent manager in accordance with the above set forth fee schedule. Factors which the firm shall consider in recommending independent managers shall include the client's stated investment objectives, management style, performance, reputation, financial strength, reporting, pricing and research. The firm generally has the authority to determine the broker/dealer/custodian to be used by the designated independent manager relative to those accounts for which the independent manager may provide investment management

services on a discretionary basis for the firm's clients. The investment management fees charged by the designated independent manager, together with the fees charged by the corresponding designated broker/dealer/custodian of the client's assets, are exclusive of and in addition to the firm's ongoing investment advisory fee.

In performing its services, the firm shall not be required to verify any information received from the client or from the client's other professionals (i.e. attorney, insurance agent, accountant, etc.), and is expressly authorized to rely thereupon. If requested by the client, the firm shall recommend the services of other professionals for financial planning implementation purposes. The client is under no obligation to engage in services of any such recommended professional. The client retains absolute discretion over all such implementation decisions and is free to accept or reject any financial planning recommendation from the firm. Clients are advised that it is their responsibility to notify the firm if there is ever any change in his/her/its financial situation or investment objectives for the purpose of reviewing or evaluating or revising the firm's previous recommendation and/or services or if they wish to impose reasonable restrictions upon the firm's management services.

Neither the firm nor the client may assign the financial planning agreement and/or the investment advisory agreement without the prior written consent of the other party. Transactions that do not result in a change of actual control or management of the firm shall not be considered an assignment. A copy of the firm's disclosure statement as set forth in this Form ADV, Part 2 "Brochure" narrative shall be provided to each client prior to or contemporaneously with the execution of the financial planning agreement or investment advisory agreement. Any client who has not received a copy of the firm's written disclosure statement at least 48 hours prior to executing the financial planning agreement or investment advisory agreement shall have five business days subsequent to having signed the agreement, to terminate the firm's services without penalty.

## ***Fees and Compensation***

### Form ADV Part 2A, Item 5

The firm will charge a fee (fixed and/or hourly) for the services. The firm's financial planning fees are negotiable, but generally range from \$1,000 to \$10,000 on a fixed fee basis and from \$100 to \$300 on an hourly rate basis, depending upon the level and scope of the services required. The firm charges 50% upfront and the remainder balance upon completion of the client's financial plan based upon the size of the client, complexity of the engagement, and negotiations with the client.

The firm shall charge an annual investment management fee based upon a percentage of the market value of the assets being managed by the firm. The investment management fee charged varies between negotiable and 1.50%, depending upon the market value of assets under management as follows:

Assets Under Management	Annual Fee
\$0 to \$250,000	1.50%
\$250,001 to \$500,000	1.25%
\$500,000 to \$1,000,000	1.00%
\$1,000,001 to \$5,000,000	0.75%
\$5,000,001 to \$25,000,000	0.50%

The firm's quarterly client fees are charged at the end of every quarter in arrears. When required, refunds are reimbursed to the client based on a pro rata share of a 90-day quarter.

Firm's annual investment management fee shall be prorated and paid for quarterly in arrears based upon the market value of the assets on March 31st (for the quarter ending March 31), June 30th (for the quarter ending June 30), September 30th (for the quarter ending September 30th) and December 31st (for the quarter ending December 31) of each calendar year. No increase in the annual fee shall be effective without prior written notification to the client. Firm generally does not require an account minimum for investment management services. The firm, at its sole discretion, may charge a lesser management fee based upon certain criteria (i.e., existing financial planning clients, anticipated future earning capacity, anticipated future additional assets, dollar amount of assets to be managed, related account, account composition, negotiations with client, etc.).

To the extent that the client requires that the firm recommend a broker/dealer/custodian for execution and or custodial services (exclusive of those clients that direct the firm to use specific broker/dealer/custodian), the firm generally recommends that investment management accounts be maintained at various broker/dealers and or custodians, including, but not limited to SEI Private Trust Company (SPTC). In connection with certain products or services, notably mutual fund transactions, the firm may use other registered broker/dealers as custodians, such as TD Ameritrade, First Mercantile Trust Co. and or Charles Schwab and Company.

***Performance-Based Fees and Side-By-Side Management***

Form ADV Part 2A, Item 6

None.

*Types of Clients*

Form ADV Part 2A, Item 7

Individuals, pension and profit-sharing plans, trusts, charitable organizations and business entities



***Methods of Analysis, Investment Strategies and Risk of Loss***

Form ADV Part 2A, Item 8

The utilized method of securities analysis is fundamental analysis. When using Fundamental Analysis, we generally rely on, among other things, company earnings, balance sheet variables and management quality which are used to predict the future value of an investment. Data we review is generally considered reliable but we cannot guarantee nor have we verified its accuracy. In addition, the data that we review is sometimes subjective in nature and open to interpretation. Even if our data and interpretation of the data is correct, there may be other factors that determine the value of securities other than those considered in Fundamental Analysis. Technical analysis and cyclical analysis is also used.

The investment strategy employed is long term purchases which are securities held at least a year.

***Investing in securities involves risk of loss that you should be prepared to bear.***

***Disciplinary Information***

Form ADV Part 2A, Item 9

None.

***Other Financial Industry Activities and Affiliations***

Form ADV Part 2A, Item 10

The members of the firm are also the members of Satty, Levine, and Ciacco, CPAs, P.C., a certified public accounting firm, ("SL&C") and Pivotal Insurance Agency, LLC a licensed insurance agency, ("PIA"). To the extent that SL&C provides accounting and/or tax preparation services to any clients, including clients of this firm, all such services shall be performed by SL&C in a professional capacity through that firm and independently of this firm. This firm shall not receive any portion of the fees charged by SL&C, referral or otherwise.

Although SL&C and PIA shall not receive referral fees, SL&C and PIA shall be entitled to receive distributions relative to their respective ownership interests. Neither SL&C nor PIA is involved in providing investment advice on behalf of such firms, nor does SL&C or PIA hold themselves out as providing advisory services.

The firm does not render accounting advice, tax preparation services or insurance advice to its clients. Rather, to the extent that the client requires accounting advice, tax preparation services or insurance advice and/or products, the firm, if requested, will recommend the services of a certified public accountant or a licensed insurance agent, as applicable, all of which services shall be rendered independent of the firm. The firm shall not receive any of the fees charged by any recommended professional referral or otherwise. The firm provides its clients with financial planning and consultation services, a portion of which do not involve the rendering of investment advice. Additionally, the firm generally recommends that SEI Private Trust Company, First Mercantile Trust Co., TD Ameritrade, Schwab and/or Fidelity serve as the broker/dealer/ custodian for client accounts.

***Code of Ethics, Participation or Interest in Client Transactions and Personal Trading***

Form ADV Part 2A, Item 11

Firm has adopted a written Code of Ethics in compliance with SEC rule 204A-1. The code sets forth standards of conduct and requires compliance with federal and state securities laws. Our code also addresses personal securities trading and requires our personnel to report their personal securities holdings and transactions. We will provide a copy of our Code of Ethics to any client or prospective client upon request.

Firm may own, purchase or sell same or similar securities as those of the Client. This is disclosed prior to the signing of the Financial Advisory and/or Investment Management Agreement. In addition, Client uses best efforts to make sure that the terms of the Client's transactions involving such securities are at least as favorable as those which the Firm participates in. In the unlikely event that the interests of the Firm's account would happen to correspond with an advisory client's interests, full disclosure would be made to such client at once. Records will be maintained of all securities bought or sold by the Firm, and will be available for Client inspection upon request should it be determined by Firm that any potential conflict of interest may exist.

It is the express policy of Firm that no person employed by Firm may purchase or sell any security prior to a transaction(s) being implemented for an advisory account, and therefore, preventing such employees from benefiting from transactions placed on behalf of advisory accounts.

As these situations may represent a conflict of interest, Firm has established the following restrictions in order to ensure its fiduciary responsibilities:

- 1) A director, officer or employee of Firm shall not buy or sell securities for their personal portfolio(s) where their decision is substantially derived, in whole or in part, by reason of his or her employment unless the information is also available to the investing public on reasonable inquiry. No person of Firm shall prefer his or her own interest to that of the advisory client.
- 2) Firm maintains a list of all securities holdings for itself, and anyone associated with this advisory practice. These holdings are reviewed on a regular basis by John Marchisotta.
- 3) Firm requires that all individuals must act in accordance with all applicable federal and state regulations governing registered investment advisory practices.
- 4) Any individual not in observance of the above may be subject to termination.

Firm is in and shall continue to be in total compliance with The Insider Trading and Securities Fraud Enforcement Act of 1988. Specifically, Firm has adopted a firm wide policy statement outlining insider trading compliance by Firm and its associated persons and other employees of Firm, and said statement has been reviewed, dated and signed by each such person. A copy of such firm wide policy is left with such person and the original is maintained in a master file. Further, Firm has adopted a written supervisory procedures statement highlighting the steps which shall be taken to implement the firm wide policy. These materials are also distributed to all associated persons and other employees of Firm, are signed, dated and filed with insider trading compliance materials. There are provisions adopted for (1) restricting access to files, (2) providing continuing education, (3) restricting and/or monitoring trading on those securities of which Firm's employees, if any, may have non-public information, (4) requiring all of Firm's employees, if any, to conduct their trading through a specified broker or reporting all transactions promptly to Firm, and (5) monitoring the securities

trading of the firm and its employees and associated persons.

## ***Brokerage Practices***

Form ADV Part 2A, Item 12

To the extent that the client requires that the firm recommend a broker/dealer/custodian for execution and or custodial services (exclusive of those clients that direct the firm to use specific broker/dealer/custodian), the firm generally recommends that investment management accounts be maintained at various broker/dealers and or custodians, including, but not limited to SEI Private Trust Company. In connection with certain products or services, notably mutual fund transactions, the firm may use other registered broker/dealers as custodians, such as TD Ameritrade, First Mercantile Trust and or Charles Schwab and Company.

Factors which the firm considers in recommending a particular broker/dealer/custodian to client include financial strength, reputation, execution, pricing, research, reporting and service. In return for effecting securities transactions through a designated broker/dealer/custodian, the firm may receive certain investment research products and/or services which assist the firm in its investment decision-making process for the client pursuant section 28(e) of the Securities Exchange Act of 1934. This is known as a soft dollar arrangement. Investment research products and/or services received by the firm may include, but are not limited to, analyses pertaining to specific securities, companies or sectors, market, financial and economic studies and forecast, financial publications, portfolio management systems and statistical and pricing services. Although the commissions paid by the firm's clients shall comply with the obligation to obtain "best execution", the client may pay a commission that is higher than another qualified broker/dealer may charge to effectuate the same transaction where the firm determines, in good faith, that the commission is reasonable in relation to the value of the brokerage and research services received. In seeking "best execution", the determinative factor is not the lowest possible cost, but whether the transaction represents the best qualitative execution, taking into consideration the full range of broker/dealer services, including the value of research provided, execution, capability, commission rates and responsiveness. Accordingly, although the firm will seek competitive rates, it may not necessarily obtain the lowest possible commission rates for client account transactions. Although the investment and research, products, and/or services that may be obtained by the firm will generally be used to service the firm's clients, a brokerage commission paid by a specific client may be used to pay for research that is not used in managing that specific client's account. With respect to investment research, products, and/or services obtained by the firm that have a mixed use of both research and non-research (i.e.: administrative, etc.) function, the firm shall make a reasonable allocation of the cost of the product or service according to its use - the percentage of the product or service that provides assistance to the firm's investment decision-making products will be paid for with soft dollars while that portion which provided administrative or other non-research assistance will be paid for by the firm with hard dollars. The brokerage commissions and/or transaction fees charged by the designated broker/dealer/custodian are exclusive of, and in addition to the firm's investments management fee.

The firm may suggest that the client uses the particular broker/dealer/custodian (for example, UBS, Mellon, Park Avenue Securities, Brinker Capital, etc.) to execute some or all transactions for the client's account based upon the size of the client, complexity of the engagement, underlying fees, goal, objectives and negotiations with the client. In the event that the client directs the firm to effectuate securities transactions for the client's accounts to a specific broker/dealer/custodian, the client correspondingly acknowledges that such direction may cause the accounts to incur higher commissions or transaction costs than the accounts would otherwise incur, had the client determined to effectuate account transactions through alternative clearing arrangements that may be available to the firm. In the event that the transactions for a client's accounts are effectuated for a broker/dealer/custodian, which refers investment management clients to this firm, there exists a potential for

conflict of interest if the accounts incur higher commission or transaction costs than the accounts would otherwise have incurred, had the client determined to effectuate account transactions through alternative clearing arrangements that may have been available through the firm.

Client may direct the firm to use a particular broker/dealer to execute some or all transactions for the client's account, subject to the firm's right to decline or terminate the engagement. In such event, the client will negotiate terms and arrangements for the account with that broker/dealer, and the firm will not seek better execution services or prices from other broker/dealers or be able to "batch" the client's transactions for execution through other broker/dealers with orders for other accounts managed by the firm. As a result, the client may pay higher commissions or other transaction costs or greater spreads, or receive less favorable net prices, on transactions for the account that would otherwise be the case. In the event that transactions for client accounts are executed through a broker/dealer that refers investment management clients to the firm, the potential for a conflict of interest exists.

### ***Review of Accounts***

Form ADV Part 2A, Item 13

For those clients to whom the firm provides investment supervisory services, account reviews are conducted on an annual basis by the firm's managing members, Roger Ciacco or John Marchisotta. All investment, supervisory and financial planning clients are advised that it remains their responsibility to advise the firm of any changes in their investment objectives and/or financial situation.

All clients (in person, electronically or telephonically) are encouraged to comprehensively review financial planning issues, investment objectives and account performance with the firm on an annual basis.

Clients are provided with transaction confirmation notices and regular summary account statements directly from the broker/dealer/custodian for the client accounts and/or the independent investment advisors engaged by the client to provide ongoing investment/supervisory or management services.



### *Client Referrals and Other Compensation*

Form ADV Part 2A, Item 14

The firm acts as a solicitor and may collect a referral fee for recommending that a client's financial plan be put into effect by unaffiliated registered investment advisers, National Network of Accountants, Brinker, Mellon Financial, UBS Warburg, and Financial Educational Advisors, LLC and its principal, Dean Giella. These registered investment advisers' Form ADV, Part 2 "Brochure" narrative statements will be provided to all impacted clients. All referral fees are paid in accordance with applicable federal securities laws and regulations.

*Custody*

Form ADV Part 2A, Item 15

None.

***Investment Discretion***

Form ADV Part 2A, Item 16

Since the firm has discretionary authority, the firm will have the ability to determine, without first obtaining specific client consent, the securities to be bought and/or sold and the amount of securities to be bought and/or sold.

***Voting Client Securities***

Form ADV Part 2A, Item 17

The firm does not vote proxy statements on behalf of advisory clients.

***Financial Information***

Form ADV Part 2A, Item 18

No financial reporting is necessary as the firm does not require the payment of fees more than six months in advance.

***Requirements for State-Registered Advisers***

Form ADV Part 2A, Item 19

Not applicable.

*Additional Information*

None.

**Roger T. Ciacco  
Larry Marchisotta  
Fred H. Levine  
John Marchisotta  
Frank W. Sluter  
Robert E. Bertucelli  
Dean M. Giella**

**Pivotal Planning Group, LLC  
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**Phone: 516-333-6565**

**March 15, 2011**

**FORM ADV PART 2B. BROCHURE SUPPLEMENT**

**This brochure supplement provides information about Messrs. Ciacco, L. Marchisotta, Levine, J. Marchisotta, Giella, R. Bertucelli and Sluter that supplements the Pivotal Planning Group, LLC brochure. You should have received a copy of that brochure. Please contact John Marchisotta, managing member, if you did not receive Pivotal Planning Group, LLC's brochure or if you have any questions about the contents of this supplement.**

**Additional information about Messrs. Ciacco, L. Marchisotta, Giella, Levine, J. Marchisotta, R. Bertucelli and Sluter is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**



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***Educational Background and Business Experience***

Form ADV Part 2B, Item 2

**Roger T. Ciacco, CPA/PFS, CFP**

Born: 1947

**Educational Background:**

Pace College, BBA - Business Administration, 1971  
Westchester Community College, A.S. - Applied Science, 1969  
Certified Public Accountant Licensee, February, 1976  
Certified Financial Planner Certification, January, 2003

**Business Background:**

Pivotal Planning Group, LLC, Managing Member, July, 2000 to present  
Satty, Levine & Ciacco, CPAs, PC, Managing Partner, June 1969 to present

**Larry Marchisotta, CPA/PFS, CFP**

Born 1943

**Educational Background:**

Baruch College, BBA - Accounting, 1982  
New York City Community College, AS - Accounting, 1972  
Certified Public Accountant Licensee, November, 1993  
Certified Financial Planner Certification, June, 2003

**Business Background:**

Pivotal Planning Group, LLC, Member, July 2000 to present  
Satty, Levine & Ciacco, CPAs, PC, Partner, July 1981 to present.

**John Marchiostta, CFP, CEA, ChFC, AIF**

Born 1971

**Educational background:**

Dowling College, BBA - Accounting, 2009  
Certified Estate Advisor Certification, May, 2002  
Certified Financial Planner Certification, January, 2003  
College for Financial Planning, Professional Education Program, May, 2002  
American College - Chartered Financial Consultant Education Program, January, 2005  
Accredited Investment Fiduciary Education Program, October, 2007.

**Business background:**

Pivotal Planning Group, LLC, Managing Member, May, 2009 to present  
Satty, Levine & Ciacco, CPAs, P.C., Accountant & Financial Planner, 1992 to 1996, then 2010 to present

Financial Educational Advisors, LLC, Managing Director, November, 2006 to June, 2010  
Summit Planning Partners, LLC, Managing Member, January, 2002 to present  
Thomas Hartman Foundation for Parkinson's Research, Inc., CFO, 2004 to 2007  
CFM Advisors, Inc./Ciliberti & Associates, Inc., Director of Wealth Management, 2003 to 2006  
Mellon Advisor Services, Inc., Senior Wealth Manager, 2002 to 2003  
Summit Financial Services, Inc. (Merger, JMJ Advisors, Inc), Senior Partner, 1996 to 2002

**Robert E. Bertucelli, CPA, CFP, CLU**

Born 1948

**Educational Background:**

C.W. Post College, M.S. - Taxation, 1973  
C.W. Post College, B.S. - Accounting, 1970  
Suffolk Community College, A.A.S. - Business Administration, 1968  
Certified Public Accountant Licensee, August, 1972  
Certified Financial Planner Certification, March, 1989  
Chartered Life Underwriter Designation, October, 1997

**Business Background:**

Satty, Levine & Ciacco, CPAs, P.C., Partner, May, 2009 to present  
Pivotal Planning Group, LLC, Member, May, 2009 to present  
Long Island University, C.W. Post, Professor of Accounting, 1986 to present  
Bertucelli & Malaga, LLP, Managing Partner, 1977 to 2009  
Peat, Marwick, Mitchell & Company, Senior Tax Manager, 1972 to 1977

**Fred H. Levine, CPA, CFP**

Born 1940

**Educational Background:**

Long Island University, Brooklyn Campus, B.S. - Accounting, 1963  
Certified Public Accountant Licensee, March, 1968  
Certified Financial Planner Certification, February, 2008

**Business Background:**

Satty, Levine & Ciacco, CPAs, P.C., Partner, January, 2001 to present.  
Pivotal Planning Group, LLC, Member, 2001 to present.  
Levine, Greenberg & Company, Partner, 1990 to 1999.

**Dean Giella, CFP, AIFA.**

Born 1960.

**Educational Background.**

New York Institute of Technology, B.S. - Business Administration, 1989  
Certified Financial Planner Certification, January, 2001

Certified Financial Planner Professional Education Program, October, 2000  
Accredited Investment Fiduciary Analyst Program, September, 2007

**Business Background:**

Financial Educational Advisors, LLC, Managing Member, August, 2002 to present  
Pivotal Planning Group, LLC, Investment Advisor Representative, 2002 to 2006 then 2009 to present  
Pivotal Planning Group, LLC, Managing Director, 2000 to 2002  
The Concord Equity Group, LLC, Registered Representative, October 2000 to January 2009  
PMG Securities Corporation, Registered Representative, 1996 to 2000

The CERTIFIED FINANCIAL PLANNER™, CFP® and federally registered CFP (with flame design) marks (collectively, the “CFP® marks”) are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. (“CFP Board”).

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 62,000 individuals have obtained CFP® certification in the United States.

To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education – Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board’s studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor’s Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board’s financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination – Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, 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;
- Experience – Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics – Agree to be bound by CFP Board’s *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP® professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks:

- Continuing Education – Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and
- Ethics – Renew an agreement to be bound by the *Standards of Professional Conduct*. The Standards prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board’s enforcement process, which could result in suspension or permanent revocation of their CFP®

certification.

**Certified Public Accountant (CPA)** CPAs are licensed and regulated by their state boards of accountancy. While state laws and regulations vary, the education, experience and testing requirements for licensure as a CPA generally include minimum college education (typically 150 credit hours with at least a baccalaureate degree and a concentration in accounting), minimum experience levels (most states require at least one year of experience providing services that involve the use of accounting, attest, compilation, management advisory, financial advisory, tax or consulting skills, all of which must be achieved under the supervision of or verification by a CPA), and successful passage of the Uniform CPA Examination. In order to maintain a CPA license, states generally require the completion of 40 hours of continuing professional education (CPE) each year (or 80 hours over a two year period or 120 hours over a three year period). Additionally, all American Institute of Certified Public Accountants (AICPA) members are required to follow a rigorous *Code of Professional Conduct* which requires that they act with integrity, objectivity, due care, competence, fully disclose any conflicts of interest (and obtain client consent if a conflict exists), maintain client confidentiality, disclose to the client any commission or referral fees, and serve the public interest when providing financial services. The vast majority of state boards of accountancy have adopted the AICPA's *Code of Professional Conduct* within their state accountancy laws or have created their own.

Your **Chartered Life Underwriter**<sup>®</sup> has earned the premier credential in the insurance profession, representing eight or more comprehensive college-level courses covering all aspects of insurance planning, estate and retirement issues, taxation, business insurance, and risk management. For more than 80 years consumers have trusted this mark, which is conferred by The American College, a non-profit educator with the highest level of accreditation.

The average study time for the program is over 400 hours and can take years to earn. Each CLU<sup>®</sup> must also complete a minimum of 30 hours of continuing education every two years and meet extensive experience requirements, ensuring the knowledge you're counting on is both comprehensive and current.

Your **Chartered Financial Consultant**<sup>®</sup> has completed the most extensive educational program required for any financial services credential. Each ChFC<sup>®</sup> has taken eight or more college-level courses on all aspects of financial planning from The American College, a non-profit educator with the highest level of academic accreditation.

***Disciplinary Information***

Form ADV Part 2B, Item 3

None.

***Other Business Activities***

Form ADV Part 2B, Item 4

Messrs. Ciacco, L. Marchisotta, Levine, J. Marchisotta, Sluter and Bertucelli are also the members of Satty, Levine, and Ciacco, CPAs, P.C., a certified public accounting firm, ("SL&C") and Pivotal Insurance Agency, a licensed insurance agency, ("PIA"). To the extent that SL&C provides accounting and/or tax preparation services to any clients, including clients of this firm, all such services shall be performed by SL&C in a professional capacity through that firm and independently of this firm. This firm shall not receive any portion of the fees charged by SL&C, referral or otherwise.

*Additional Compensation*

Form ADV Part 2B, Item 5

See Item 4, above.



*Supervision*

Form ADV Part 2B, Item 6

John Marchisotta supervises all supervised persons.

***Requirements for State-Registered Advisers***

Form ADV Part 2B, Item 7

Not applicable.