



1751 Pinnacle Drive, Suite 1500
McLean, VA 22102
(703) 905-3300

The Securities and Exchange Commission (SEC) has adopted amendments to Part 2 of Form ADV that require investment advisors to provide clients with a Brochure Supplement. This supplement is in addition to our brochure - Form ADV, Part 2A. You should have already received a copy of the firm's Brochure. If you did not receive OFS, Inc.'s Brochure or if you have any questions about the contents of this supplement, please contact Janet M. Plewes at (703) 905-3337.

The following supplement includes information about the specific individuals, acting on behalf of the investment adviser, who provide investment advice. This supplement contains the educational background, business experience, and disciplinary history of the individuals.

- | | |
|------------------------------|-----------------------|
| • Janet M. Plewes, CPA, CFP® | • Christopher Legg |
| • Frank M. Zecca, CFP® | • Phil Fabrizio, CFP® |
| • Robert Hooper | • Brett Dimas, CFP® |

Item 2. Educational Background and Business Experience

Janet M. Plewes, Executive Officer, Investment Committee Member, Investment Advisor

Year of Birth: 1956

Education:

Ms. Plewes graduated from the University of Maryland with a Bachelor of Science in Accounting.

Professional Designations:

Certified Public Accountant (CPA) designation.¹

Certified Financial Planner® (CFP®) designation.²

Business Background:

Executive Officer, Investment Committee Member, Investment Advisor of OFS, Inc., 1985 to present.

Item 3. Disciplinary Information

Ms. Plewes does not have any history of disciplinary events.

Item 4. Other Business Activities

Ms. Plewes is a registered representative of Genworth Financial. Through her relationship with Genworth Financial she can offer investment products to OFS clients. Ms. Plewes has the ability to receive compensation in the form of commissions and service (“trail”) fees for the sale of any products. The client is under no obligation to purchase such products however, this practice provides an incentive to

¹ **Certified Public Accountant (CPA)**

In order to become a CPA in the United States, the candidate must sit for and pass the Uniform Certified Public Accountant Examination, which is set by the American Institute of Certified Public Accountants and administered by the National Association of State Boards of Accountancy.

Eligibility to sit for the Uniform CPA Exam is determined by individual State Boards of Accountancy. Typically the requirement is a U.S. bachelor’s degree which includes a minimum number of qualifying credit hours in accounting and business administration with an additional 1 year study. All CPA candidates must pass the Uniform CPA Examination to qualify for a CPA certificate and license (i.e., permit to practice) to practice public accounting.

CPAs are required to take continuing education courses in order to renew their license. Requirements vary by state. The vast majority of states require 120 hours of CPE every 3 years with a minimum of 20 hours per calendar year. The requirement can be fulfilled through attending live seminars, webcast seminars, or through self-study (textbooks, videos, online courses, all of which require a test to receive credit). As part of the CPE requirement, most states require their CPAs to take an ethics course during every renewal period. Ethics requirements vary by state, and the courses range from 2–8 hours.

² **Certified Financial Planner® (CFP®)**

The program is administered by the Certified Financial Planner Board of Standards Inc. Those with the CFP® designation have demonstrated competency in all areas of finance related to financial planning. Candidates complete studies on over 100 topics, including stocks, bonds, taxes, insurance, retirement planning and estate planning. In addition to passing the CFP certification exam, candidates must also complete qualifying work experience and agree to adhere to the CFP Board’s code of ethics and professional responsibility and financial planning standards.

recommend investment products based on compensation rather than client's need. All sales are monitored by the Compliance Officer and are reviewed and approved by OFS' Investment Committee.

Item 5. Additional Compensation

Ms. Plewes does not receive any additional compensation.

Item 6. Supervision

Ms. Plewes is supervised by Phil Fabrizio, Chairman of the Investment Committee, of OFS, Inc. Advice provided to clients is reviewed during monthly Investment Committee meetings and is evaluated for suitability. Mr. Fabrizio can be reached at (703) 905-3300.

Ms. Plewes is located in our office at 1751 Pinnacle Drive, Suite 1500, McLean, VA 22102.

Additional information about Janet M. Plewes is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2. Educational Background and Business Experience

Frank M. Zecca, Member of Investment Committee, Executive Officer, Investment Advisor

Year of Birth: 1966

Education:

Mr. Zecca graduated from Middlebury College with a Bachelor of Economics. He also graduated from New York University with a Masters in Business Administration.

Professional Designations:

Certified Financial Planner® (CFP®) designation.³

Business Background:

Member of Investment Committee, Executive Officer, Investment Advisor for OFS, Inc. - 1991 to present.

Item 3. Disciplinary Information

Mr. Zecca does not have any history of disciplinary events.

Item 4. Other Business Activities

Mr. Zecca is a registered representative of Genworth Financial. Through his relationship with Genworth Financial he can offer investment products to OFS clients. Mr. Zecca receives compensation in the form of commissions and service (“trail”) fees for the sale of any products. The client is under no obligation to purchase such products however, this practice provides an incentive to recommend investment products based on compensation rather than client’s need. All sales are monitored by the Compliance Officer and are reviewed and approved by OFS’ Investment Committee.

Item 5. Additional Compensation

Mr. Zecca receives commissions and service (“trail”) fees from Genworth Financial on the sale of mutual funds, variable annuities and related products sold to family members.

Item 6. Supervision

Mr. Zecca is supervised by Janet M. Plewes, Chief Compliance Officer of OFS, Inc. Advice provided to clients is reviewed during monthly Investment Committee meetings and is evaluated for suitability. Ms. Plewes can be reached at (703) 905-3300.

³ **Certified Financial Planner® (CFP®)**

The program is administered by the Certified Financial Planner Board of Standards Inc. Those with the CFP® designation have demonstrated competency in all areas of finance related to financial planning. Candidates complete studies on over 100 topics, including stocks, bonds, taxes, insurance, retirement planning and estate planning. In addition to passing the CFP certification exam, candidates must also complete qualifying work experience and agree to adhere to the CFP Board's code of ethics and professional responsibility and financial planning standards.

Mr. Zecca is located in our office at 1751 Pinnacle Drive, Suite 1500, McLean, VA 22102

Additional information about Frank M. Zecca is available of the SEC's website at www.adviserinfo.sec.gov.

Item 2. Educational Background and Business Experience

Robert B. Hooper, Member of Investment Committee, Investment Advisor

Year of Birth: 1970

Education:

Mr. Hooper graduated from the University of Guelph in 1991 with a Diploma in Agriculture/Business.

Business Background:

Investment Advisor of OFS, Inc., July 1st, 2001 to present.

Item 3. Disciplinary Information

Mr. Hooper does not have any history of disciplinary events.

Item 4. Other Business Activities

Mr. Hooper is a registered representative of Manulife Securities. Through his relationship with Arca Financial Group he offers Manulife Financial and Manulife Securities products and advice to clients. Mr. Hooper receives compensation in the form of commissions and service (“trailer”) fees for the sale of any products. The clients of Arca Financial Group are not clients of OFS. There is no relationship between the two groups of clients.

Item 5. Additional Compensation

Mr. Hooper receives commissions and service (“trailer”) fees from Manulife Financial and Manulife Securities on the sale of mutual funds, variable annuities and related products sold to clients who are not OFS clients.

Item 6. Supervision

Mr. Hooper is supervised by Janet M. Plewes, Chief Compliance Officer of OFS, Inc. Advice provided to clients is reviewed during monthly Investment Committee meetings and is evaluated for suitability. Ms. Plewes can be reached at (703) 905-3300.

Mr. Hooper is located in our office at 237 Labrador Drive, Waterloo, ON N2K 4M8, Canada, (519) 749-1582.

Item 2. Educational Background and Business Experience

Christopher Legg, Investment Advisor

Year of Birth: 1980

Education:

Mr. Legg graduated from Brown University with a Bachelor of Arts in Business Economics.

Business Background:

Investment Advisor with OFS, Inc., 01/2007 to present. Risk Management Senior Account Officer/Stock Broker with TD Ameritrade, 10/2004 to 12/2006.

Item 3. Disciplinary Information

Mr. Legg does not have any history of disciplinary events.

Item 4. Other Business Activities

Mr. Legg does not have any other business activities.

Item 5. Additional Compensation

Mr. Legg does not receive any additional compensation.

Item 6. Supervision

Mr. Legg is supervised by Frank M. Zecca, Senior Vice President of OFS, Inc. Advice provided to clients is reviewed during monthly Investment Committee meetings and is evaluated for suitability. Mr. Zecca can be reached at (703) 905-3300.

Mr. Legg is located in our office at 1751 Pinnacle Drive, Suite 1500, McLean, VA 22102.

Additional information about Christopher Legg is available of the SEC's website at www.adviserinfo.sec.gov.

Item 2. Educational Background and Business Experience

Philip M. Fabrizio, Chairman of Investment Committee, Executive Officer, Investment Advisor, Secretary/Treasurer

Year of Birth: 1981

Education:

Mr. Fabrizio graduated from the University of Maryland with a Bachelor of Science in Finance.

Professional Designations:

Certified Financial Planner® (CFP®) designation.⁴

Business Background:

Executive Officer, Chairman of Investment Committee, Investment Advisor with OFS, Inc., 03/2007 to present.

Investment Analyst for Cambridge Associates, 12/2004 to 03/2007.

Item 3. Disciplinary Information

Mr. Fabrizio does not have any history of disciplinary events.

Item 4. Other Business Activities

Mr. Fabrizio does not have any other business activities.

Item 5. Additional Compensation

Mr. Fabrizio does not receive any additional compensation.

Item 6. Supervision

Mr. Fabrizio is supervised by Frank M. Zecca, Senior Vice President of OFS, Inc. Advice provided to clients is reviewed during monthly Investment Committee meetings and is evaluated for suitability. Mr. Zecca can be reached at (703) 905-3300.

Mr. Fabrizio is located in our office at 1751 Pinnacle Drive, Suite 1500, McLean, VA 22102.

Additional information about Philip M. Fabrizio is available of the SEC's website at www.adviserinfo.sec.gov.

⁴ **Certified Financial Planner® (CFP®)**

The program is administered by the Certified Financial Planner Board of Standards Inc. Those with the CFP® designation have demonstrated competency in all areas of finance related to financial planning. Candidates complete studies on over 100 topics, including stocks, bonds, taxes, insurance, retirement planning and estate planning. In addition to passing the CFP certification exam, candidates must also complete qualifying work experience and agree to adhere to the CFP Board's code of ethics and professional responsibility and financial planning standards.

Item 2. Educational Background and Business Experience

Brett Dimas, Financial Advisor

Year of Birth: 1976

Education:

Mr. Dimas graduated from Arizona State University with a degree in Bachelor of Interdisciplinary Studies (Economics/Small Business)

Professional Designations:

Certified Financial Planner® (CFP®) designation.⁵

Business Background:

Financial Advisor with OFS, Inc., 11/2008 to present.

Financial Planner with CSMG International from 12/2006 to 11/2008.

Financial Associate with Chelsea Advisors, LLC from 01/2005 – 12/2006

Item 3. Disciplinary Information

Mr. Dimas does not have any history of disciplinary events.

Item 4. Other Business Activities

Mr. Dimas does not have any other business activities.

Item 5. Additional Compensation

Mr. Dimas does not receive any additional compensation.

Item 6. Supervision

Mr. Dimas is supervised by Janet M. Plewes, Chief Compliance Officer of OFS, Inc. Advice provided to clients is reviewed during monthly Investment Committee meetings and is evaluated for suitability. Ms. Plewes can be reached at (703) 905-3300.

Mr. Dimas is located in our office at 111 E. Wacker St., 11th Floor, Chicago, IL 60601, (312) 242-2745.

Additional information about Brett Dimas is available of the SEC's website at www.adviserinfo.sec.gov.

⁵ **Certified Financial Planner® (CFP®)**

The program is administered by the Certified Financial Planner Board of Standards Inc. Those with the CFP® designation have demonstrated competency in all areas of finance related to financial planning. Candidates complete studies on over 100 topics, including stocks, bonds, taxes, insurance, retirement planning and estate planning. In addition to passing the CFP certification exam, candidates must also complete qualifying work experience and agree to adhere to the CFP Board's code of ethics and professional responsibility and financial planning standards.