

Firm Brochure
(Part 2A of Form ADV)

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This brochure provides information about the qualifications and business practices of Oak Family Advisors, LLC. If you have any questions about the contents of this brochure, please contact us at: (312) 373-7221, or by email at: INFO@OFALLC.COM. 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 Oak Family Advisors, LLC is available on the SEC's Website - www.adviserinfo.sec.gov.

MARCH 30, 2012

Material Changes

Annual Update

The Material Changes section of this brochure will be updated annually when material changes occur since the previous release of the Firm Brochure. In the future, we will deliver to our clients, within 120 days of the end of each fiscal year, a free, updated Brochure that either includes or is accompanied by a summary of material changes. Alternatively, we may deliver a summary of material changes that includes an offer to provide a copy of the updated brochure and information on how our clients may obtain the brochure.

Material Changes since the Last Update

The U.S. Securities and Exchange Commission issued a final rule in July 2010, requiring advisers to provide a Firm Brochure in narrative “plain English” format. The final rule specifies mandatory sections and organization. This Brochure dated March 30, 2012 is a document prepared according to the SEC’s requirements and rules.

Full Brochure Available

Whenever you would like to receive a complete copy of our Firm Brochure, please contact us by phone at (312) 373-7221 or by email at INFO@OFALLC.COM.

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Advisory Business

Firm Description

Oak Family Advisors, LLC (Oak Family Advisors ,OFA, firm, our and or we) provides personalized confidential financial planning and investment management to individuals, pension and profit sharing plans, trusts, estates, charitable organizations and small businesses. Advice is provided through consultation with the client and may include: determination of financial objectives,

- identification of financial problems,
- cash flow management,
- tax planning,
- insurance review,
- investment management,
- education funding,
- retirement planning, and
- estate planning.

We are a fee-only financial planning and investment management firm. The firm does not sell annuities, insurance, stocks, bonds, mutual funds, limited partnerships, or other commissioned products. (See Affiliations, page 11 and 12 for information about Oak Street Insurance Agency, LLC and Oak Street Management Co., LLC)

Investment advice is an integral part of financial planning. In addition, we advise clients regarding:

- cash flow,
- college planning,
- retirement planning,
- tax planning and
- estate planning.

Investment advice is provided and reviewed with the client before the final decision on investment selections are made. The firm places trades for clients under a limited power of attorney.

A written evaluation of each client's initial situation is provided to the client, often in the form of a net worth statement. Periodic reviews, not less than annually, are also communicated to provide reminders of the specific courses of action that need to be taken. More frequent reviews occur but are not necessarily communicated to the client unless immediate changes are recommended.

Other professionals (e.g. lawyers, accountants, insurance agents, etc.) are engaged directly by the client on an as-needed basis. Conflicts of interest will be disclosed to the client in the event they should occur.

The initial meeting, which may be arranged by telephone at (312) 373-7221, and is free of charge, is considered an exploratory interview to determine the extent to which financial planning and investment management may be beneficial to the client.

Principal Owners

Oak Family Holdings, LLC (OFH) is the manager of Oak Family Advisors. OFH is owned and controlled by John H. Fitzpatrick, Chairman of Oak Family Advisors, LLC.

Types of Advisory Services

The firm provides investment supervisory services, also known as asset management services; manages investment advisory accounts not involving investment supervisory services; furnishes investment advice through consultations and issues charts, graphs, formulas, or other devices which clients may use to evaluate securities. We match our advisory services to the individual needs of clients. On occasion, clients may impose restrictions on investing in certain securities or types of securities.

On more than an occasional basis, the firm furnishes advice to clients on matters not involving securities, such as financial planning matters, taxation issues, and trust services that often include estate planning.

As of March 19, 2012, we managed approximately \$116,877,643.00 in assets, on a discretionary basis.

Client Relationships

The goals and objectives for each client are documented in our client relationship management system. Investment policy statements are created that reflect adherence with the stated goals and objectives of our clients. Clients may impose restrictions on investing in certain securities or types of securities.

Agreements may not be assigned without client consent.

Types of Agreements

The following agreements define the typical client relationships.

Financial Planning Agreement

A financial plan is designed to help the client with all aspects of financial planning without ongoing investment management after the financial plan is completed.

The financial plan may include, but is not limited to: a net worth statement; a cash flow statement; a review of investment accounts, including reviewing asset allocation and providing repositioning recommendations; strategic tax planning; a review of retirement accounts and plans including recommendations; a review of insurance policies and recommendations for changes, if necessary; one or more retirement scenarios; estate planning review and recommendations; and education planning with funding recommendations.

Detailed investment advice and specific recommendations are provided as part of a financial plan. Implementation of the recommendations is at the discretion of the client.

In the event that the client's situation is substantially different than disclosed at the initial meeting, a revised fee will be provided for mutual agreement. The client must approve the change of scope in advance of the additional work being performed when a fee increase is necessary.

Advisory Service Agreement

Clients can choose to have the firm manage their assets in order to obtain ongoing in-depth advice and life planning. All aspects of the client's financial affairs are reviewed, including those of their children. Realistic and measurable goals are set and objectives to reach those goals are defined. As goals and objectives change over time, suggestions are made and implemented on an ongoing basis.

The scope of work and fee for an Advisory Service Agreement is provided to the client in writing prior to the start of the relationship. An Advisory Service Agreement includes:

- Cash flow management;
- Insurance review;
- Investment management (including performance reporting);
- Education planning;
- Retirement planning;
- Estate planning; and

- Tax review and strategy, as well as the implementation of recommendations within each area. Note that we do not provide tax advice or tax preparation services. Instead, the firm often works in conjunction with a family's Tax Advisors.

Asset Management

Portfolio assets generally include stocks, bonds, and in no-load or low-load mutual funds, and exchange-traded funds. They may also include:

- equities (stocks),
- warrants, corporate debt securities,
- commercial paper,
- certificates of deposit,
- municipal securities,
- investment company securities (variable life insurance, variable annuities, and mutual funds shares),
- U.S. government securities,
- options contracts,
- futures contracts, and
- interests in partnerships.

Fees and Compensation

Description

Oak Family Advisors base our fees on a percentage of assets under management, fixed fees or hourly charges.

Retainer Agreements may be priced based on the complexity of work, especially when asset management is not the most significant part of the relationship.

Financial plans are priced according to the degree of complexity associated with the client's situation.

Fees are negotiable.

Hourly Planning Engagements

Oak Family Advisors, LLC provides hourly planning services for clients who need advice on a limited scope of work. The hourly rate for limited scope engagements is \$150 per hour.

Advisory Service Agreement

The annual Advisory Service Agreement fee is based on a percentage of the investable assets and is negotiable. Although the Advisory Service Agreement is an ongoing agreement and constant adjustments are required,

the length of service to the client is at the client's discretion. The client or the investment manager may terminate an Agreement by written notice to the other party. At termination, fees will be billed on a pro rata basis for the portion of the quarter completed. The portfolio value at the completion of the prior full billing quarter is used as the basis for the fee computation, adjusted for the number of days during the billing quarter prior to termination

Investment Management Agreement

Most clients choose to have us manage their investments pursuant to an *Investment Management Agreement*. An Investment Management Agreement may be executed when financial planning is not provided as part of the relationship. The annual fee for an Investment Management Agreement is as follows and is negotiable.

Fixed Income

<u>Fee Schedule</u>	
<u>Assets</u>	<u>Annual Fee</u>
Less than \$1,000,000	0.75%
\$1,000,000 - \$2,500,000	0.65%
\$2,500,000 - \$5,000,000	0.50%
\$5,000,000 - \$10,000,000	0.40%
More than \$10,000,000	Negotiable

Equity

<u>Fee Schedule</u>	
<u>Assets</u>	<u>Annual Fee</u>
Less than \$1,000,000	1.25%
\$1,000,000 - \$2,500,000	1.10%
\$2,500,000 - \$5,000,000	0.90%
\$5,000,000 - \$10,000,000	0.75%
More than \$10,000,000	Negotiable

As discussed in the Agreement, the Management Fee is billed on a quarterly basis, in advance, based upon the average daily balance of the Assets in the previous quarter as valued by the Custodian.

Current client relationships may exist where the fees are higher or lower than the fee schedule above.

Fee Billing

We bill investment management fees quarterly, in advance, meaning that we invoice you at the beginning of the three-month billing period. Payment in full is expected upon invoice presentation. Fees are usually deducted from a designated client account to facilitate billing.

The client must consent in advance to direct debiting of their investment account.

Financial Plan Fees

The fee for a financial plan is predicated upon the facts known at the start of the engagement. The minimum fee is \$4000 and is negotiable. Since financial planning is a discovery process, situations occur wherein the client is unaware of certain financial exposures or predicaments.

After delivery of a financial plan, future face-to-face meetings may be scheduled as necessary for up to one month. Follow-on implementation work is billed separately at the rate of \$150 per hour or as negotiated.

Fees for financial plans are billed 50% in advance, with the balance due upon delivery of the financial plan.

Other Fees

Oak Family Advisors, in its sole discretion, may waive its minimum fee and/or charge a lesser investment advisory fee based upon certain criteria (e.g., historical relationship, type of assets, anticipated future earning capacity, anticipated future additional assets, dollar amounts of assets to be managed, related accounts, account composition, negotiations with clients, etc.).

New Advisory Service Agreement fees are calculated on a formula basis and adjusted for complexity of individual situations. *The formula is based on gross income, gross assets and other financial considerations.*

Expense Ratios

Mutual funds generally charge a management fee for their services as investment managers. The management fee is called an expense ratio. For example, an expense ratio of 0.50 means that the mutual fund company charges 0.5% for their services. These fees are in addition to the fees paid by you to the firm.

Past Due Accounts and Termination of Agreement

We reserve the right to stop work on any account that is more than 90 days overdue. In addition, we reserve the right to terminate any financial planning engagement where a client has willfully concealed or has refused to provide pertinent information about financial situations when necessary and appropriate, in the firm's judgment, to providing proper financial advice. Any unused portion of fees collected in advance will be refunded within 30 days.

A client may terminate any of the aforementioned agreements at any time by notifying Oak Family Advisors in writing and paying the rate for the time spent on the investment advisory engagement prior to notification of termination. If the client made an advance payment, the firm will refund any unearned portion of the advance payment.

The firm may terminate any of the aforementioned agreements at any time by notifying the client in writing. If the client made advance payment, the firm will refund any unearned portion of the advance payment.

Clients may terminate the advisory agreement without penalty within five business days after signing, if the client was not furnished with Form ADV Part 2 at least 48 prior to signing.

Performance-Based Fees

Sharing of Capital Gains

We do not charge any performance-based fees (fees based on a share of capital gains on or capital appreciation of the assets of a client) as we believe that the use of a performance-based fee structure creates the potential for a conflict of interest and may create an incentive for the adviser to recommend an investment that may carry a higher degree of risk to the client.

Types of Clients

Description

Oak Family Advisors provides investment advice mainly to:

- Individuals
- trusts
- estates
- pension and profit sharing plans
- charitable organizations
- corporations and business entities.

Client relationships vary in scope and length of service.

Account Minimums

The firm does not have a minimum account size, but instead has a minimum annual fee of \$1,000.00.

We have the discretion to waive the account fee minimum. Account fees of less than \$1,000.00 may be set up when the client and the advisor anticipate the client will add additional funds to the accounts bringing the total to the minimum fee within a reasonable time. Other exceptions will apply to employees of the firm and their relatives, or close relatives of existing clients.

Clients receiving ongoing asset management services will be assessed a \$1,000.00 minimum annual fee. Clients with assets below a certain account size may pay a higher percentage rate on their annual fees than the fees paid by clients with greater assets under management.

Methods of Analysis, Investment Strategies and Risk of Loss

Methods of Analysis

Security analysis methods may include charting, fundamental analysis, technical analysis and cyclical analysis.

Charting

Charting analysis seeks to identify resistance and support reference prices for decisions to buy (price hits the support) or sell (price hits the resistance). Through charting, the analysis seeks to identify price patterns and market trends in financial markets. Charting may apply to long-term investing or be used as a market-timing strategy, depending on the time-frame of the price charts.

Fundamental

Fundamental analysis maintains that markets may misprice a security in the short run, but that the "correct" price will eventually be reached by the market. The fundamental analysis of a business involves analyzing a businesses: financial statements and health, management and competitive advantages, and competitors and markets.

Technical

Technical analysis maintains that all information is already reflected in the stock price. Technical analysis is a discipline for forecasting the direction of prices through the study of past market data, primarily price and volume. Generally, technical analysis employs models and trading rules based on price and volume transformations, such as the relative strength index, moving averages, regressions, inter-market and intra-market price correlations, business cycles, stock market cycles or, classically, through recognition of chart patterns.

Cyclical

Cyclical analysis generally targets cyclical stocks for purchase of equity securities when the ratio of price-to-earnings (P/E Ratio) is low, and sell them when the P/E Ratio is high (i.e. when earnings are peaking). The P/E Ratio is a measure of the price paid for a share relative to the annual net income or profit earned by the firm per share.

Sources of Information

The main sources of information we use to analyze these investment strategies include:

- financial newspapers and magazines,
- inspections of corporate activities,
- research materials prepared by others,
- corporate rating services,
- annual reports,
- prospectuses,
- filings with the Securities and Exchange Commission, and
- company press releases., analyst meetings, industry conferences
- meetings with portfolio company management

Other sources of information that we may use include:

- Morningstar Principia mutual fund information,
- Morningstar Principia stock information,
- Charles Schwab Institutional,
- Advisor Intelligence, and the
- World Wide Web.

Investment Strategies

The primary investment strategy used on client accounts is a strategic asset allocation utilizing a core and satellite approach. This means that we use in house resources to select core equity and fixed income securities in areas where we believe we have a core competency, passively managed index exchange traded funds in asset classes we believe are not our core competency and selected actively managed funds where we believe a particular manager has a differentiated strategy. Portfolios are globally diversified to control the risk associated with traditional domestic markets only.

The investment strategy for a specific client is based upon the objectives stated by the client during consultations. The client may change these objectives at any time. Each client executes an Investment Policy Statement that documents their objectives and their desired investment strategy.

Other strategies may include long-term purchases, short-term purchases, trading, short sales, margin transactions, and option writing (including covered options, uncovered options or spreading strategies).

Investment Strategy Risk

Investing in securities involves risk of loss that clients should be prepared to bear. All investment programs have certain risks that are borne by the investor. Our investment approach seeks to keep the risk of loss in mind. Investors face the following investment risks:

- **Interest-rate Risk:** Fluctuations in interest rates may cause investment prices to fluctuate. For example, when interest rates rise, yields on existing bonds become less attractive, causing their market values to decline.
- **Market Risk:** The price of a security, bond, or mutual fund may drop in reaction to tangible and intangible events and conditions. This type of risk is caused by external factors independent of a security's particular underlying circumstances. For example, political, economic and social conditions may trigger market events.
- **Inflation Risk:** When any type of inflation is present, a dollar today will not buy as much as a dollar next year, because purchasing power is eroding at the rate of inflation.
- **Currency Risk:** Overseas investments are subject to fluctuations in the value of the dollar against the currency of the investment's originating country. This is also referred to as exchange rate risk.
- **Reinvestment Risk:** This is the risk that future proceeds from investments may have to be reinvested at a potentially lower rate of return (i.e. interest rate). This primarily relates to fixed income securities.
- **Business Risk:** These risks are associated with a particular industry or a particular company within an industry. For example, oil-drilling companies depend on finding oil and then refining it, a lengthy process, before they can generate a profit. They carry a higher risk of profitability than an electric company, which generates its income from a steady stream of customers who buy electricity no matter what the economic environment is like.
- **Liquidity Risk:** Liquidity is the ability to readily convert an investment into cash. Generally, assets are more liquid if many traders are interested in a standardized product. For example, Treasury Bills are highly liquid, while real estate properties are not.
- **Financial Risk:** Excessive borrowing to finance a business' operations increases the risk of profitability, because the company must meet the terms of its obligations in good times and bad. During periods of

financial stress, the inability to meet loan obligations may result in bankruptcy and/or a declining market value.

Disciplinary Information

Legal and Disciplinary

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Oak Family Advisors or the integrity of our management.

The Firm and its employees have not been involved in legal or disciplinary events related to past or present investment clients of the Firm. Form ADV Part 2 B contains legal and disciplinary disclosures for any persons associated with the firm.

Other Financial Industry Activities and Affiliations

Financial Industry Activities

Oak Family Advisors is registered with the SEC as a registered investment adviser, and notice has been filed with various state jurisdictions as an investment adviser.

Affiliations

Oak Family Advisors has arrangements that are material to its advisory business and/or its clients with a related person who is an investment company, other investment advisor, financial planning firm, insurance agency, (Oak Street Insurance Agency, LLC) and a manager of real estate limited partnerships, (Oak Street Management Co., LLC).

Insurance

The firm is affiliated with a Life Insurance Agency (Oak Street Insurance Agency, LLC) which accepts commissions from licensed insurance companies. No finder's fees are accepted.

Oak Street Insurance Agency, LLC is in the business of selling life insurance. Oak Street Insurance Agency, LLC is paid cash by or receives some economic benefit (including commissions, equipment or non-research services) from a non-client in connection with giving advice to clients. Oak Street Insurance Agency, LLC is not directly or indirectly compensated for client referrals.

Real Estate

Oak Street Management Co., LLC owns 25% of Oak Street Partners, LLC, which is the General Partner of Oak Street Partners RE Fund I, LP, a fund investing in properties net-leased to investment grade or equivalent companies. Clients of OFA have invested in the Fund.

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

Code of Ethics

The employees of the firm have committed to a Code of Ethics that is available for review by clients and prospective clients upon request. The firm will provide a copy of the Code of Ethics to any client or prospective client upon request.

Participation or Interest in Client Transactions

Oak Family Advisors and its employees may buy or sell securities that are also held by clients. Employees may not trade their own securities ahead of client trades. Employees comply with the provisions of the firm's Compliance Manual.

Personal Trading

The Chief Compliance Officer of Oak Family Advisors is John H. Fitzpatrick. He reviews all employee trades each quarter. The Chief Investment Officer is Terrence S. Wilson. The personal trading reviews ensure that the personal trading of employees does not affect the markets, and that clients of the firm receive preferential treatment. Since most employee trades are small mutual fund trades, exchange-traded fund trades, or specific stock or bond trades, the trades do not affect the securities markets.

Brokerage Practices

General

The firm does not receive fees or commissions from any of these arrangements. The firm does not have any affiliation with product sales firms. The firm uses investment managers for certain fixed income, equities and alternative accounts. Such investment managers charge a fee usually based on a percentage of assets under management. Fund companies charge each fund shareholder an investment management fee that is disclosed in the fund prospectus. Stock brokerages may charge a transaction fee for the purchase of some funds.

Stocks and bonds may be purchased or sold through a brokerage account when appropriate. The brokerage firm charges a fee for stock and bond trades. Oak Family Advisors does not receive any compensation, in any form, from fund companies or brokerage firms so employed.

Best Execution

We review the execution of trades at each custodian each quarter. Trading fees charged by the custodians is also reviewed on a quarterly basis. We do not receive any portion of the trading fees.

Soft Dollars

We do not currently receive any software maintenance credits from custodians and or have any other soft dollar arrangements with third parties.

Order Aggregation

Most trades are mutual funds or exchange-traded funds where trade aggregation does not garner any client benefit. We may engage in bunched trading, which is the purchase or sale of a security for the accounts of multiple clients in a single transaction. If a bunched trade is executed, each participating client receives a price that represents the average of the prices at which all of the transactions in a given bunch were executed. Executing a bunched trade allows transaction costs to be shared equally and on a pro rata basis among all of the participating clients. If the order is not completely filled, the securities purchased or sold are distributed among participating clients on a pro rata basis or in some other equitable manner.

Bunched trades are placed only when we reasonably believe that the combination of the transactions provides better prices for clients than had individual transactions been placed for clients. Transactions for nondiscretionary client accounts, if any are not bunched with transactions for discretionary client accounts. Transactions for the accounts of our employees and advisory representatives may be included in bunched trades. They receive the same average price and pay the same commissions and other transaction costs, as clients. Transactions for the accounts of our advisory representatives or employees will not be favored over transactions for client accounts.

We are not obligated to include any client account in a bunched trade. Bunched trades will not be affected for any client's account if doing so is prohibited or otherwise inconsistent with that client's investment advisory agreement. No client will be favored over any other client.

Client Directed

Clients may instruct us to direct all or a portion of the securities transactions for its account to a specified broker or dealer. We will treat the client direction as a decision by the client to retain the discretion that otherwise would have in selecting a broker-dealer to effect transactions and in negotiating transaction fees generally for the client's account. The client who directs us to use a specific broker may pay higher or lower transaction fees such as commissions, commission equivalents, mark-ups, mark-downs, dealer spreads, credits or otherwise, and may receive less or more favorable execution services than if the client did not direct transactions to a particular broker.

Any instruction or limitation relating to the selection of broker-dealers must be in writing. Because client-directed trades often cannot be aggregated with non-directed trades, such designations may adversely affect OFA's ability to

obtain volume discounts on aggregated orders or to obtain best price and execution by effecting certain transactions directly with the market maker.

Trade Errors

We will attempt to correct trading errors as soon as they are discovered. To the extent the error was caused by us, we will take appropriate steps to correct at our expense.

Review of Accounts

Periodic Reviews

Account reviews are usually performed quarterly by John H. Fitzpatrick, CCO; and Terrence S. Wilson, CIO. Account reviews are performed more frequently when market conditions dictate.

Account reviewers are members of the firm's Investment Committee. They are instructed to consider the client's current security positions and the likelihood that the performance of each security will contribute to the investment objectives of the client.

Clients receive periodic communications on at least an annual basis. *Advisory Service Agreement* clients, *Investment Management* clients, and *Retainer Agreement* clients receive written quarterly updates. The written updates may include a net worth statement, portfolio statement, and a summary of objectives and progress towards meeting those objectives

Review Triggers

Other conditions that may trigger a review are changes in the tax laws, new investment information, and changes in a client's own situation.

Net Worth Statements

Upon request, clients are provided net worth statements and net worth graphs that are generated from our client relationship management system. Net worth statements contain approximations of bank account balances provided by the client, as well as the value of land and hard-to-price real estate. The net worth statements are used for long-term financial planning where the exact values of assets are not material to the financial planning tasks.

Client Referrals and Other Compensation

Solicitors

The firm does not compensate any third party referral of clients.

Other Compensation

Other than the fees described herein, we do receive any other compensation related to the management of client accounts.

Other Compensation - Limited Partnership

Oak Family Advisors and Oak Street Management Co., LLC, and its 25% affiliate Oak Street Partners, LLC, are affiliated entities. Due to this affiliation, shareholders of Oak Family Advisors will indirectly benefit from the real estate investments made by Oak Street Partners RE Fund I, LP. Oak Street Partners, LLC, as the General partner of Oak Street Partners RE Fund I, LP, is entitled to an annual partnership management fee of 1% and carried interest of 20% of the capital gains achieved by the partnership. Risks and compensation related to the investment in the partnership and real estate are set forth in detail in the Offering Memorandum related to such offering.

This creates a conflict of interest as there is an incentive for the shareholders of Oak Family Advisors to have OFA recommend Oak Street Partners RE Fund I, LP. Notwithstanding such conflict of interest, Oak Family Advisors addresses its fiduciary duty by utilizing Oak Street Partners RE Fund I, LP only where it is in the best interest of clients and only after consultation and agreement with the client.

Other Compensation – Affiliated Insurance Company

Oak Street Insurance Agency, LLC and its agents have contracts with various insurance companies. To the extent insurance products are offered to advisory clients of Oak Family Advisors, the supervised persons will be paid a commission by the insurance company who issues the policy. This creates a conflict of interest as there is an incentive for them to recommend insurance products based on the compensation received, rather than on the client's needs. Notwithstanding such conflict of interest, Oak Family Advisors addresses its fiduciary duty by utilizing insurance products only where it is the best interest of clients, and only after consultation and agreement with the client.

Custody

Selection of Custodians

The firm does not take custody of client accounts. The client always maintains asset control. Specific custodian recommendations are made to clients based on their needs for such services. We recommend custodians based on the proven integrity and financial responsibility of the custodian and the best execution of orders at reasonable commission rates.

Custodians may charge transaction fees on purchases or sales of certain mutual funds and exchange-traded funds. These transaction charges are usually small and incidental to the purchase or sale of a security.

We recommend brokerage firms and trust companies (qualified custodians), such as Charles Schwab Institutional Brokerage Group.

The firm does not receive fees or commissions from any of these arrangements.

Some of our clients have, for various reasons, directed us to broker execution or other custody arrangements. For example UBS, Credit Suisse, J.P. Morgan have been used for foreign currency and securities and Midwest Trust Company for domestic real estate funds, depending on the client's needs.

Account Statements

All assets are held at qualified custodians and as such, we do not act as a custodian of client assets. As a result, the qualified custodians provide account statements directly to our clients at their address of record at least quarterly.

Performance Reports

Clients are urged to compare the account statements received directly from their custodians to the performance report statements provided by Oak Family Advisors.

Investment Discretion

Discretionary Authority for Trading

We may manage your accounts on a discretionary or non-discretionary basis. We will only manage your account on a discretionary basis upon obtaining your consent. This discretion is to be exercised in a manner consistent with the stated investment objectives for the particular client account. Your consent is typically granted and evidenced in the client agreement that you sign with us. We define discretion as: the ability to trade your account without obtaining your prior consent and to determine the securities and amount of securities to be bought or sold and the timing of the purchase or sale. It does not extend to the withdrawal or transfer of your account funds.

We may give advice and take action in the performance of our duties to you, which differs from advice given, or the timing and nature of action taken, with respect to our clients' accounts.

Discretionary trading authority facilitates placing trades in your accounts on your behalf so that we may promptly implement the investment policy that you have approved in writing.

When selecting securities and determining amounts, we observe the investment policies, limitations and restrictions of the clients for which we advise. For registered investment companies, our authority to trade securities may also be limited by certain federal securities and tax laws that require diversification of investments and favor the holding of investments once made.

Limited Power of Attorney

A limited power of attorney is a trading authorization for this purpose. You sign a limited power of attorney so that we may execute the trades that you have approved.

Voting Client Securities

Proxy Votes

We do not have the authority to vote proxies solicited by, or with respect to, the issuers of securities held in your account. Typically, proxy materials will be forwarded to you by our custodian. We will forward proxy materials that we may receive to you. Please contact us at any time with questions you may have regarding proxy solicitations.

In addition, we do not take any action or render any advice with respect to any securities held in any accounts that are named in or subject to class action law suits or bankruptcy proceedings. However, we will forward you any information we receive regarding class action legal matters involving any security held in your account.

Financial Information

Financial Condition

We are required to provide you with certain financial information or disclosures about financial condition which would impair our ability to provide the advisory services described herein. We have no financial commitment that impairs our ability to meet contractual and fiduciary commitments to clients, and we have not been the subject of a bankruptcy proceeding.

Business Continuity Plan

General

We have a Business Continuity Plan in place that provides detailed steps to mitigate and recover from the loss of office space, communications, services or key people.

Disasters

The Business Continuity Plan covers natural disasters such as snow storms, hurricanes, tornados, and flooding. The Plan covers man-made disasters such as loss of electrical power, loss of water pressure, fire, bomb threat, nuclear emergency, chemical event, biological event, T-1 communications line outage, Internet outage, railway accident and aircraft accident. Electronic files are backed up daily and archived offsite.

Alternate Offices

The firm has not identified alternative offices to support ongoing operations in the event the main office is unavailable as such arrangement would be cost prohibitive. In such an event where we could not use the offices, it should be noted that all data required to operate on a daily basis are available via secured internet access. It is our intention to contact all clients within five days of a disaster that dictates moving our office to an alternate location.

Loss of Key Personnel

Oak Family Advisors does not have any arrangements with any other financial advisory firm to support us in the event of a key employee's serious disability or death.

Information Security

The firm maintains an information security program to reduce the risk that your personal and confidential information may be breached.

Privacy

Privacy Notice

We are committed to maintaining the confidentiality, integrity and security of the personal information that is entrusted to us.

The categories of nonpublic information that we collect from you may include information about your personal finances, information about your health to the extent that it is needed for the financial planning process, information about transactions between you and third parties, and information from consumer reporting agencies, e.g., credit reports. We use this information to help you meet your personal financial goals.

With your permission, we will disclose limited information to attorneys, accountants, and mortgage lenders with whom you have established a relationship. You may opt out from our sharing information with these nonaffiliated third parties by notifying us at any time by Telephone - (312) 373-7221, mail, Fax - (312) 212-5449, info@ofallc.com, or in person. With your permission, we share a limited amount of information about you with your brokerage firm in order to execute securities transactions on your behalf.

We maintain a secure office to ensure that your information is not placed at unreasonable risk. We employ a firewall barrier, secure data encryption techniques and authentication procedures in our computer environment.

We do not provide your personal information to mailing list vendors or solicitors. We require strict confidentiality in our agreements with unaffiliated third parties that require access to your personal information, including financial service companies, consultants, and auditors. Federal and state securities regulators may review the Firm's records and your personal records as permitted by law.

Personally identifiable information about you will be maintained while you are a client, and for the required period thereafter that records are required to be maintained by federal and state securities laws. After that time, information may be destroyed.

We will notify you in advance if our privacy policy is expected to change. We are required by law to deliver this *Privacy Notice* to you annually, in writing.