

Firm Brochure

(Part 2A of Form ADV)

FEE-ONLY FINANCIAL PLANNING, LC
355 CAMPBELL AVENUE SW
ROANOKE, VIRGINIA 24016
WWW.FEEONLYROANOKE.COM

This brochure provides information about the qualifications and business practices of FEE-ONLY FINANCIAL PLANNING, LC. If you have any questions about the contents of this brochure, please contact us at: 540-342-7102, or by email at: INFO@FEEONLYROANOKE.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 FEE-ONLY FINANCIAL PLANNING, LC is available on the SEC's website at www.adviserinfo.sec.gov

MARCH 2014

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.

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 new final rule specifies mandatory sections and organization.

Full Brochure Available

Whenever you would like to receive a complete copy of our Firm Brochure, please contact us by telephone at: 540-342-7102 or by email at: ANNE@feeonlyroanoke.com.

Table of Contents

Material Changes.....	i
Annual Update	i
Material Changes since the Last Update	i
Full Brochure Available.....	i
Advisory Business	1
Firm Description.....	1
Principal Owners	2
Types of Advisory Services	2
Tailored Relationships	2
Types of Agreements.....	2
Financial Planning Agreement – FIRST YEAR ENGAGEMENT	2
Advisory Service Agreements- RENEWAL ENGAGEMENTS.....	3
Hourly Planning Engagements.....	4
Termination of Agreement	4
Fees and Compensation.....	4
Description	4
Fee Billing	5
Other Fees, Adjustments	5
Expense Ratios	5
Past Due Accounts and Termination of Agreement	6
Performance-Based Fees	6
Sharing of Capital Gains.....	6
Types of Clients.....	6
Description	6
Account Minimums	6
Methods of Analysis, Investment Strategies and Risk of Loss	7
Methods of Analysis.....	7
Investment Strategies	7
Risk of Loss.....	7

Disciplinary Information	8
Legal and Disciplinary.....	8
Other Financial Industry Activities and Affiliations	8
Financial Industry Activities	8
Affiliations	8
Code of Ethics, Participation or Interest in Client Transactions and Personal Trading.....	9
Code of Ethics.....	9
Participation or Interest in Client Transactions	9
Personal Trading.....	9
Brokerage Practices.....	9
Selecting Brokerage Firms	9
Best Execution	10
Soft Dollars.....	10
Order Aggregation	10
Review of Accounts	10
Periodic Reviews	10
Review Triggers	10
Regular Reports.....	10
Client Referrals and Other Compensation.....	11
Incoming Referrals.....	11
Referrals Out.....	11
Other Compensation.....	11
Custody.....	11
Account Statements.....	11
Performance Reports.....	11
Net Worth Statements	11
Investment Discretion.....	11
Discretionary Authority for Trading.....	11
Limited Power of Attorney	12
Voting Client Securities.....	12
Proxy Votes	12

Financial Information	12
Financial Condition	12
Business Continuity Plan.....	12
General.....	12
Disasters	13
Alternate Offices	13
Loss of Key Personnel.....	13
Information Security Program	13
Information Security	13
Privacy Notice	13
Brochure Supplement (Part 2B of Form ADV).....	15
Education and Business Standards	15
Professional Certifications	15
ANDREW M. HUDICK II, CFP, MS, CERTIFICATIONS	15
ANNE MARIE HUDICK, CFP, CERTIFICATIONS	16

Advisory Business

Firm Description

FEE-ONLY FINANCIAL PLANNING, LC was founded in 1981.

FEE-ONLY FINANCIAL PLANNING, LC provides personalized confidential financial planning and investment management to individuals, 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.

FEE-ONLY FINANCIAL PLANNING, LC is strictly 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. The firm is not affiliated with entities that sell financial products or securities. No commissions in any form are accepted. No finder's fees are accepted.

Investment advice is an integral part of financial planning. In addition, FEE-ONLY FINANCIAL PLANNING, LC advises clients regarding cash flow, college planning, retirement planning, tax planning and estate planning.

Investment advice is provided, with the client making the final decision on investment selection. FEE-ONLY FINANCIAL PLANNING, LC does not act as a custodian of client assets. The client always maintains asset control. FEE-ONLY FINANCIAL PLANNING, LC places trades for clients under a limited power of attorney when assets are held at qualified custodians.

A written evaluation of each client's initial situation is provided to the client. Periodic reviews are also communicated to provide reminders of the specific courses of action that need to be taken. More frequent reviews may occur but are not necessarily communicated to the client unless immediate changes are recommended that require client action.

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 unlikely event they should occur.

The initial meeting is free of charge and is considered an exploratory interview to determine the extent to which financial planning and investment management may be beneficial to the client and the prospective client profile suitable for the firm. Any advice perceived to be offered during these meetings is impersonal in nature and is provided for explanatory purposes only. Initial meetings will not be scheduled prior to the completion of a Financial Planning Checklist, found on the firm's website.

Principal Owners

Andrew M. Hudick II, is a 51% stockholder. Anne Marie Hudick, is a 49% stockholder.

Types of Advisory Services

FEE-ONLY FINANCIAL PLANNING, LC provides investment supervisory services, also known as asset management services; manages investment advisory accounts not involving investment supervisory services; furnishes investment advice through consultations or other devices which clients may use to evaluate securities.

On more than an occasional basis, FEE-ONLY FINANCIAL PLANNING, LC furnishes advice to clients on matters not involving securities, such as financial planning matters, taxation issues, insurance issues and trust services that often include estate planning.

As of March 2014, FEE-ONLY FINANCIAL PLANNING, LC manages approximately \$210,955,399 in assets for approximately 150 clients. Approximately \$202,922,455 is managed on a discretionary basis, and \$8,032,944 is managed on a non-discretionary basis.

Tailored Relationships

The goals and objectives for each client are documented in written communication and where applicable model portfolios are created which serve as investing guidelines. Clients may impose restrictions on investing in certain securities or types of securities.

Agreements may not be assigned without client consent.

FEE-ONLY FINANCIAL PLANNING, LC provides reporting to clients using a secure online Vault Portal and Client agrees to access this secure system as the primary means of communication.

Types of Agreements

The following agreements define the typical client relationships. We are a mature practice whose primary focus is to provide superior service to current clients. With this priority, we are able to accept very few new clients into our practice. Priority is given to legacy clients and related.

Financial Planning Agreement – FIRST YEAR ENGAGEMENT

We believe strongly in the superiority of a well-integrated financial plan. Absent the discovery process that takes place within the context of a financial plan, critical factors may remain unknown which can jeopardize the success of your efforts. Accordingly, ALL first year clients should have a full financial

plan. A financial plan is designed to help the client with all aspects of financial planning in anticipation of 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.

The fee for a financial plan is predicated upon the facts known at the start of the engagement. The fee is computed as a formula based upon the prior year's income plus one percent (1%) of the investable assets of the client. This fee may be adjusted in the discretion of the advisor for perceived degree of difficulty. The minimum fee is \$10,000. Since financial planning is a discovery process, situations occur wherein the client is unaware of certain financial exposures or predicaments.

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.

After delivery of a financial plan, future face-to-face meetings may be scheduled as necessary for up to one month. Follow-up implementation work agreed to be outside the scope of the original agreement is billed separately at the rate of \$500 per hour.

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

Advisory Service Agreements- RENEWAL ENGAGEMENTS

Most clients choose to have FEE-ONLY FINANCIAL PLANNING, LC manage their investment assets in order to obtain ongoing in-depth advice and life planning. FEE-ONLY FINANCIAL PLANNING, LC will generally decline to work with new financial planning clients who do not intend to retain us 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 may include the ability to consult with us on an ongoing basis on a variety of financial planning issues. These types of agreements are:

INVESTMENT ADVISOR AGREEMENT

The first year INVESTMENT ADVISOR AGREEMENT fee is based on a percentage of the investable assets of one percent (1%) per annum and a one-time setup fee of \$1,500 payable in advance, which includes assistance with account establishment and asset transfers. After the first full year, ongoing fees are reduced to 0.75% per annum on all portfolios.

The minimum annual fee is \$10,000 billed quarterly in advance.

RETAINER AGREEMENT

In some circumstances, a *Retainer Agreement* is executed in lieu of an *Investment Advisor Agreement* when it is more appropriate to work on a fixed-fee basis. The minimum annual fee for a *Retainer Agreement* is \$7,500. Investment reporting is provided on an annual or semi-annual basis instead of quarterly and performance reporting is not provided. Specified financial planning services are also provided as detailed in the actual agreement.

Hourly Planning Engagements

FEE-ONLY FINANCIAL PLANNING, LC does not provide hourly planning services. Hourly fees are assessed for work agreed to be outside the scope of current engagements and is billed at \$500 per hour.

Termination of Agreement

A Client may terminate any of the aforementioned agreements at any time by notifying FEE-ONLY FINANCIAL PLANNING, LC in writing with thirty (30) days notice and paying the rate for the time spent on the investment advisory engagement to encompass the notice period of termination. If the client made an advance payment, FEE-ONLY FINANCIAL PLANNING, LC will refund any unearned portion of the advance payment.

FEE-ONLY FINANCIAL PLANNING, LC may terminate any of the aforementioned agreements at any time by notifying the client in writing. If the client made an advance payment, FEE-ONLY FINANCIAL PLANNING, LC will refund any unearned portion of the advance payment.

Fees and Compensation

Description

FEE-ONLY FINANCIAL PLANNING, LC bases its fees on a percentage of assets under management, hourly charges for existing clients, and fixed fees.

Some *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.

Fee Billing

Investment management fees are billed quarterly, in advance, meaning that we invoice you at the beginning of the three-month billing period. Fees are deducted from a designated client account to facilitate billing. The client must consent in advance to direct debiting of their investment account.

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

Other Fees, Adjustments

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. The selection of the security is more important than the nominal fee that the custodian charges to buy or sell the security.

FEE-ONLY FINANCIAL PLANNING, LC, 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 FEE-ONLY FINANCIAL PLANNING, LC.

Performance figures quoted by mutual fund companies in various publications are after their fees have been deducted.

FEE-ONLY FINANCIAL PLANNING, LC strives to minimize these costs of investing by selecting investments with lower expense ratios.

Past Due Accounts and Termination of Agreement

FEE-ONLY FINANCIAL PLANNING, LC reserves the right to stop work on any account that is in arrears on fees. In addition, FEE-ONLY FINANCIAL PLANNING, LC reserves 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 FEE-ONLY FINANCIAL PLANNING, LC's judgment, to providing proper financial advice. Any unused portion of fees collected in advance will be refunded with the termination.

Performance-Based Fees

Sharing of Capital Gains

Fees are not based on a share of the capital gains or capital appreciation of managed securities.

FEE-ONLY FINANCIAL PLANNING, LC does not use a performance-based fee structure because of the potential conflict of interest. Performance-based compensation 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

FEE-ONLY FINANCIAL PLANNING, LC generally provides investment advice to individuals, trusts, estates, corporations or business entities.

Client relationships vary in scope and length of service. As a mature practice, the bulk of our clients are of long standing.

Account Minimums

Factoring in the cost of investing is a critical aspect to success in our view. In general, investable assets of at least \$500,000 may be considered a minimum for our services. The minimum account size for an INVESTMENT ADVISOR AGREEMENT is \$1,000,000, which equates to an annual renewal fee of \$7,500.

FEE-ONLY FINANCIAL PLANNING, LC has the discretion to waive the account minimum. Accounts of less than \$500,000 may be set up when the client and the advisor anticipate the client will add additional funds to the accounts bringing the total to \$1,000,000 within a reasonable time. Other exceptions may apply to legacy clients or relatives of existing clients.

Clients receiving ongoing asset management services will be assessed a \$7,500 minimum annual fee. Clients with assets below the minimum 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.

The main sources of information 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.

Other sources of information that FEE-ONLY FINANCIAL PLANNING, LC may use include Morningstar mutual fund information, and the World Wide Web.

Investment Strategies

The primary investment strategy used on client accounts is strategic asset allocation utilizing a core and satellite approach. This means that we use passively-managed index and exchange-traded funds as the core investments, and then consider actively-managed funds where there are greater opportunities to make a difference. Portfolios may be globally diversified to control the risk associated with traditional markets.

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. Clients with ongoing asset management may develop an Investment Model used as a framework for future financial decisions. Our strategies generally favor long-term purchases over short-term purchases.

Risk of Loss

All investment programs have certain risks that are borne by the investor. Our investment approach constantly keeps 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

The firm and its principals have not been involved in legal or disciplinary events related to past or present investment clients.

Other Financial Industry Activities and Affiliations

Financial Industry Activities

FEE-ONLY FINANCIAL PLANNING, LC is not active in any other industry.

Affiliations

FEE-ONLY FINANCIAL PLANNING, LC has no arrangements that are material to its advisory clients with a related person who is a broker-dealer,

investment company, other investment advisor, financial planning firm, commodity pool operator, commodity trading adviser or futures commission merchant, banking or thrift institution, accounting firm, law firm, insurance company or agency, pension consultant, real estate broker or dealer, or an entity that creates or packages limited partnerships.

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

Code of Ethics

FEE-ONLY FINANCIAL PLANNING, LC has committed to a Code of Ethics that is available for review by clients and prospective clients upon request.

Participation or Interest in Client Transactions

FEE-ONLY FINANCIAL PLANNING, LC and its principals may buy or sell securities that are also held by clients. They may not trade their own securities ahead of client trades. FEE-ONLY FINANCIAL PLANNING, LC and its principals comply with the provisions of the FEE-ONLY FINANCIAL PLANNING, LC *Compliance Manual*.

Personal Trading

The Chief Compliance Officer of FEE-ONLY FINANCIAL PLANNING, LC is Anne Marie Hudick. This firm consists of the two owners. Their personal trading is inconsequential, does not affect the markets, and at all times clients of the firm receive preferential treatment.

Brokerage Practices

Selecting Brokerage Firms

FEE-ONLY FINANCIAL PLANNING, LC does not have any affiliation with product sales firms. Specific custodian recommendations are made to Clients based on their need for such services. FEE-ONLY FINANCIAL PLANNING, LC recommends custodians based on the proven integrity and financial responsibility of the firm and the best execution of orders at reasonable commission rates.

FEE-ONLY FINANCIAL PLANNING, LC recommends discount brokerage firms and trust companies (qualified custodians), such as T.D. Ameritrade, Fidelity Investments, Vanguard Group and others.

FEE-ONLY FINANCIAL PLANNING, LC *DOES NOT* receive fees or commissions from any of these arrangements.

Best Execution

FEE-ONLY FINANCIAL PLANNING, LC reviews the execution of trades at each custodian on a daily basis. Trading fees charged by the custodians are also reviewed periodically. FEE-ONLY FINANCIAL PLANNING, LC does not receive any portion of the trading fees.

Soft Dollars

FEE-ONLY FINANCIAL PLANNING, LC does not receive soft dollars from its vendors. We may avail ourselves of corporate discounts extended to us from our various custodial relationships on software and related purchases. These discounts do not influence the selection of services used and our choice of custodians is not affected by this nominal discount.

Order Aggregation

Most trades are mutual funds or exchange-traded funds where trade aggregation does not garner any client benefit.

Review of Accounts

Periodic Reviews

Account reviews are performed periodically based upon services contracted for by Andrew M. Hudick. Account reviews are performed more frequently upon client request.

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. Clients are responsible for alerting us to any changing circumstances which may warrant additional review.

Regular Reports

All account reviews are conducted by Andrew M. Hudick. He considers 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. *Investment Advisor Agreement* clients, and *Retainer Agreement* clients receive regular written updates at agreed upon intervals. The written updates may include a net worth statement if requested, portfolio statement, and a summary of objectives and progress towards meeting those objectives.

Client Referrals and Other Compensation

Incoming Referrals

FEE-ONLY FINANCIAL PLANNING, LC has been fortunate to receive many client referrals over the years. The referrals came from current clients, estate planning attorneys, accountants, personal friends and other similar sources. The firm does not compensate referring parties for these referrals.

Referrals Out

FEE-ONLY FINANCIAL PLANNING, LC does not accept referral fees or any form of remuneration from other professionals when a prospect or client is referred to them.

Other Compensation

None

Custody

Account Statements

All assets are held at qualified custodians, which means the custodians provide account statements directly to 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 FEE-ONLY FINANCIAL PLANNING, LC.

Net Worth Statements

Clients are provided net worth statements as requested. 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.

Investment Discretion

Discretionary Authority for Trading

FEE-ONLY FINANCIAL PLANNING, LC accepts discretionary authority to manage securities accounts on behalf of clients. FEE-ONLY FINANCIAL PLANNING, LC has the authority to determine, without obtaining specific client consent, the securities to be bought or sold, and the amount of the

securities to be bought or sold. However, FEE-ONLY FINANCIAL PLANNING, LC generally consults with the client prior to each trade where practical.

The client approves the custodian to be used and the commission rates paid to the custodian. FEE-ONLY FINANCIAL PLANNING, LC does not receive any portion of the transaction fees or commissions paid by the client to the custodian on certain trades.

Discretionary trading authority facilitates placing trades in your accounts on your behalf so that we may promptly implement the investment recommendations we have mutually agreed upon.

Limited Power of Attorney

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

Voting Client Securities

Proxy Votes

FEE-ONLY FINANCIAL PLANNING, LC does not vote proxies on securities. Clients are expected to vote their own proxies.

Financial Information

Financial Condition

FEE-ONLY FINANCIAL PLANNING, LC does not have any financial impairment that will preclude the firm from meeting contractual commitments to clients.

A balance sheet is not required to be provided because FEE-ONLY FINANCIAL PLANNING, LC does not serve as a custodian for client funds or securities, and does not require prepayment of fees of more than \$1,200 per client, and six months or more in advance.

Business Continuity Plan

General

FEE-ONLY FINANCIAL PLANNING, LC has 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 in real time across multiple systems and also archived offsite.

Alternate Offices

Alternate offices are identified to support ongoing operations in the event the main office is unavailable. 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

FEE-ONLY FINANCIAL PLANNING, LC has not signed a Business Continuation Agreement with another financial advisory firm to support FEE-ONLY FINANCIAL PLANNING, LC in the event of either principal's serious disability or death. In this event, the other principal would continue the management of the business.

Information Security Program

Information Security

FEE-ONLY FINANCIAL PLANNING, LC maintains an information security program to reduce the risk that your personal and confidential information may be breached.

Privacy Notice

FEE-ONLY FINANCIAL PLANNING, LC is 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 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, mail, fax, email, 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 our Company 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.

Brochure Supplement (Part 2B of Form ADV)

Education and Business Standards

FEE-ONLY FINANCIAL PLANNING, LC does not employ interns or utilize outside advisors. All work product is prepared by the two owners who are both CFP®'s with a combined fifty plus years of experience in providing personal financial planning services.

Professional Certifications

Both owners have earned certifications and credentials that are required to be explained in further detail.

Certified Financial Planner (CFP): Certified Financial Planners are licensed by the CFP Board to use the CFP mark. CFP certification requirements:

- Bachelor's degree from an accredited college or university.
- Completion of the financial planning education requirements set by the CFP Board (www.cfp.net).
- Successful completion of the 10-hour CFP® Certification Exam.
- Three-year qualifying full-time work experience.
- Successfully pass the Candidate Fitness Standards and background check.

ANDREW M. HUDICK II, CFP, MS, CERTIFICATIONS

Educational Background:

- Date of birth: May 11, 1958
- University of Virginia, BS Civil Engineering, 1980
- College for Financial Planning, CFP®, 1983
- College for Financial Planning, MS, 1990

Business Experience:

- Founder, Fee-Only Financial Planning LC, 1981- Present
Managing Member and Chief Investment Officer

Disciplinary Information: None

Other Business Activities: None

Additional Compensation: None

ANNE MARIE HUDICK, CFP, CERTIFICATIONS

Educational Background:

- Date of birth: August 14, 1962
- College for Financial Planning, CFP®, 1992

Business Experience:

- Bowen Financial Group 1989- 1992
- Independent fee-only Financial Planner, 1992-2001
- Principal Fee-Only Financial Planning, LC 2001- Present
Chief Financial and Compliance Officer

Disciplinary Information: None

Other Business Activities: None

Additional Compensation: None