

## Part 2 of the Form ADV Firm Brochure

This brochure provides information about the qualifications and business practices of Select Advisors & Co., LLC. If you have any questions about the contents of this brochure, please contact us at 949-209-9243 or at [info@select-advisors.com](mailto:info@select-advisors.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission ("SEC") or by any state securities authority.

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## II. ADVISORY BUSINESS

Select Advisors & Co., LLC (“SACO”) was founded in 2014 by Amy Parvaneh. SACO’s primary function is to serve as a referral resource for clients seeking specific services and philosophies in their asset manager(s). SACO’s referral service provides pertinent qualitative and quantitative information about investment advisors which can be used in evaluating and selecting an asset manager. We generally work with clients who have a minimum investment account of \$1,000,000.

SACO’s services and activities are marketed nationally and not limited to one or a few states. Prospective clients may visit SACO’s website and answer online questions (ie. Client Application) concerning their personal finances and investment goals. Alternatively, a client may speak live to a member of our firm to answer those questions. Thereafter, SACO’s method includes conducting phone or in-person interview(s) with the client, processing and prioritizing the client’s needs, and sending to the client a list of one to five suitable advisors that the client may choose to retain.

## III. TYPES OF CLIENTS

SACO is available to individuals and families. We will generally not allow you to participate in our referral program unless you have a minimum amount of investable assets. Currently, that amount is \$1,000,000. However, we reserve the right in our discretion to change that minimum amount from time to time as we deem appropriate.

## IV. METHODOLOGY OF ASSET MANAGER EVALUATION

### 1. Professional Eligibility Requirements

In order to be considered for membership in our program, a manager must meet the following professional eligibility requirements.

**1. Compensation.** Each asset management firm in our program generates its revenue through an advisory fee for the investment services it renders to its client. The fee is usually calculated as a percentage of a client’s overall assets under the management of the advisor. Some of our advisors may charge a fixed fee, or bill on an hourly rate.

**2. Assets Under Management.** An advisor generally must have at least \$50 million in assets under management. At its discretion, SACO may revise this minimum requirement.

**3. Educational Credentials.** The lead advisor having direct supervision of your account will have one or more of the following:

- A bachelor’s degree from an accredited four-year institution and
- a minimum of ten years of experience managing money and investments as a primary occupation, which may include work as a registered representative, portfolio manager or financial planner; or
- a minimum of seven years of experience managing money and investments as a primary occupation and an MBA (Master’s of Business Administration) from an accredited institution; or
- a minimum of five years of experience managing money and investments as a primary occupation, and one or more of the following designations: CFA (Chartered Financial Analyst), CFP (Certified

Financial Planner), CPA-PFS (Personal Financial Specialist), CIC (Chartered Investment Counselor) or CIMA (Certified Investment Management Analyst).

**4. Compliance with Laws, Regulations and Other Requirements.** Each advisor must be either registered with the SEC as an investment advisor or be a financial institution not required to register with the SEC that is registered with a state regulatory authority, if applicable, and/or is subject to oversight by a state regulatory authority. All persons who are employed by or associated with an advisor must comply with applicable federal and state registration, filing, notification, licensing, fee, and qualification requirements. SACO makes no representation about any advisor's compliance with, or exclusion or exemption from, any state's or other jurisdiction's investment advisor requirements.

## **2. Additional Criteria for Eligibility into our Referral Program**

Upon meeting the professional eligibility requirement for our referral program, an advisor must interview with SACO to share information including, but not limited to, his/her background, office structure, business growth plans, and investment strategy. Through this due diligence process, we are able to select advisors for our membership. SACO limits the number of advisors selected based upon a variety of factors including, but not limited to, geography, services provided, industry expertise and approach to asset allocation.

While SACO requests details of an advisor's average historical performance, an advisor's past performance need not be considered for selection into SACO's referral network. Nor does SACO monitor an advisor's future performance.

## **V. REFERRAL PROCESS**

SACO will generally not allow you to participate in our program unless you have a minimum amount of investable assets. Currently, that amount is \$1,000,000. However, we reserves the right, in our sole discretion, to change that minimum amount from time to time as we deem appropriate.

### **1. The SACO Client Application**

The SACO Client Application is designed to gather information to enable us to refer advisor(s) to you that we believe most closely correspond with needs. Upon SACO's review of a client's responses to the Client Application, it utilizes a proprietary model comprised of qualitative and quantitative factors to identify suitable advisors. These factors include, but are not limited to, your background, service and investment goals, and financial needs. In addition, we will consider your account size in relation to the referred manager's minimum and average account size.

After completion of SACO's review of the online Application, and any follow-up interviews, SACO will send you a list of one to five suitable advisors that you may choose to retain. We will also send you relevant information regarding the selected advisor(s) as compiled by SACO.

Your responses will not be forwarded to anyone outside SACO's organization, including third parties. Your responses will be held in the strictest confidence by SACO. With your express permission, SACO will prepare a summary of your profile to provide to each of the referred advisors. Each advisor is bound by its privacy policy and procedure. Referred advisors may then contact you to arrange an initial personal consultation, with no cost or obligation to you. Upon your request, SACO can supply you with a list of pertinent questions to ask when interviewing an advisor. Again, there is no cost or obligation for an introductory interview with any advisor.

## **VI. FEES AND COMPENSATION**

SACO's form of revenue comes from its member advisors who receive referrals from SACO. Our firm is completely transparent with respect to its pricing.

When you select an advisor through SACO, the advisor will charge you fees based on a percentage of your assets under management with the advisor, a fixed fee, or a fee based on an hourly rate. Each advisor in SACO's referral program has agreed not to charge any fees or costs higher than the advisor's standard fee schedule offered to its other advisory clients. Your advisory fees may vary according to several factors, including, but not limited to, your account size and servicing requirements.

Before retaining an advisor, you will be required to acknowledge that you understand that fees will be paid directly to SACO by your advisor from assets you will have under management with the advisor. This acknowledgement is found in SACO's Client Application.

SACO will not charge you any direct fees for services provided by SACO's representatives to you in connection with our program. However, advisors in SACO's program compensate SACO for its referrals according to the fee structure described below. Pursuant to your agreement, your advisor has agreed to disclose to SACO, upon SACO's request, the amount of your assets under its management. This information may be necessary for SACO to properly calculate the fees due to SACO by your advisor. This information would not otherwise be disclosed to SACO. SACO will not disclose this information about your assets to any third party unless required by law, and your information will be held in the strictest confidence by SACO.

Each advisor agrees to pay SACO an annual Membership Fee of \$7,500 (the "Membership Fee"). In addition, the advisor will pay SACO 0.20% of the aggregate assets under management that the advisor receives from each referred client (and the client's family members) for the duration of your advisory relationship with the manager. The Membership Fee is collected by SACO at the beginning of its relationship with the advisor, and is due annually thereafter. If the referral agreement entered into between your advisor and SACO is terminated, the Membership Fee will no longer be due for each subsequent calendar year. However, the advisor will still be required to pay 0.20% of aggregate assets under management received from its SACO-referred clients, for the duration of such clients' relationships with the advisor.

## **VII. MONITORING PERFORMANCE**

SACO is registered with the SEC. While SACO may act as an investment advisor when referring Advisors to you, it is not responsible for monitoring your advisor's performance once you have retained your advisor. Nor is SACO responsible for selecting investments and/or monitoring performance of investments. SACO has no discretionary authority or control with respect to your assets under management with your advisor. Your advisor directs all trades. You understand and acknowledge that it is your own responsibility to promptly review your account statements and trade confirmations, stay informed about your investment portfolio, and communicate any concerns that you have about your investments or any changes that you would like to make to your investments with your advisor promptly. It is important that you meet with your advisor periodically to discuss your investments and/or financial planning objectives to ensure that your advisor always has a clear understanding of your current investment goals. If at any time you become unsatisfied with your advisor, you may withdraw your advisor's discretionary authority.

The attendance of an SACO representative at any meeting with an advisor does not alter in any way your sole responsibility for selecting and monitoring your advisor. SACO may be acting as an investment advisor in referring your advisor to you but you acknowledge that SACO is not obligated to provide you with investment advice in connection with your assets under management with an advisor and shall not be

deemed your fiduciary in connection with any decision made regarding your selection of an advisor and/or investment of your assets.

SACO has not evaluated any third-party investment advisor and/or vendor which your advisor may retain to service any aspect of your account, and makes no representation regarding such third-party and/or its services.

## **VIII. ASSIGNMENT AND TERMINATION**

A client's advisor may not assign the client's investment advisory agreement to another investment advisor without the client's prior consent.

SACO does not employ any of the advisors within its program. SACO and the advisors within its program are not affiliated and do not share any common control or ownership. Any contrary representation by an advisor is unauthorized.

## **IX. CODE OF ETHICS**

SACO has adopted a code of ethics that requires us to act in the client's best interest and avoid even the appearance of a conflict of interest. We believe that we owe clients the highest level of trust and fair dealing. As part of our fiduciary duty, we place the interests of our clients ahead of the interests of the firm and our personnel.

To avoid any conflict of interest, SACO has adopted procedures, which include a formal code of ethics. Our code of ethics requires us to act with integrity, competence, diligence, respect, and in an ethical manner with the public, clients, investment advisors, prospective clients, employees, colleagues in the investment profession, and other participants in the global capital markets; Place the integrity of the investment profession, the interests of clients, and the interests of SACO above one's own personal interests; Adhere to the fundamental standard that you should not take inappropriate advantage of your position; Avoid any actual or potential conflict of interest; Use personable care and exercise independent professional judgment when making recommendations, and engaging in other professional activities; Practice and encourage others to practice in a professional and ethical manner that will reflect credit on yourself and the profession; Promote the integrity of, and uphold the rules governing, capital markets; Maintain and improve your Professional competence and strive to maintain and improve the competence of other investment professionals; Comply with applicable provisions of the federal securities laws.

## **X. PRIVACY POLICY**

At Select Advisors & Co., protecting the privacy and the confidentiality of your personal information is our first priority. We value the trust you place in us. In order to offer you the most bespoke referral, we must first collect, maintain and use certain personal information about you that you have given us either through the online Client Application, or during a live interview.

To protect the confidentiality of your personal information, SACO commits to you as follows:

- We will safeguard and keep confidential any personal information that you provide us or that we obtain on your behalf. We maintain physical, electronic and procedural safeguards to maintain the confidentiality of your personal information.
- Only with your express permission, SACO will prepare a summary of your profile to provide to each of the referred advisors. This will include your personal information, and a summary of the

information you submitted on the Client Application. Each advisor is bound by its privacy policy and procedure. Referred advisors may then contact you. We restrict access to your personal information only to these authorized individuals at investment advisory firms.

- If we hire an outside organization to provide support services, we will require them to maintain the confidentiality of your personal information to the same extent that we do.
- We will not disclose your personal information to any external party or organization, except as permitted or required by law.
- We will not sell any personal information about you to any third party.

Our Privacy Protection Policy and information security practices described in this notice apply equally to current and former clients.