

Brochure Supplement

Part 2B of Form ADV

Stephen E. Kairies, ChFC®, CLU

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This brochure supplement provides information about Stephen E. Kairies that supplements the Access Financial Services, Inc. ("AFS") brochure. You should have received a copy of that brochure. Please contact Mr. Kairies if you did not receive AFS' brochure or if you have any questions about the contents of this supplement.

Additional information about Stephen E. Kairies is available on the SEC's website at www.adviserinfo.sec.gov.

January 30, 2015

Access Financial Services, Inc.

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Item 2 Education and Business Standards

Stephen E. Kairies, ChFC®, CLU

Educational Background:

- Year of birth: 1945
- University of Minnesota, Bachelor of Arts Degree in Humanities, 1968

Business Experience:

- Access Financial Services, Inc.
 - Founder and Chief Financial Officer; 11/2010 to Present
 - President; 06/1990 to 11/2010
- FSC Securities Corporation; Registered Representative; 03/1993 to 01/2015
- Northwestern Mutual Investment Services, LLC; Registered Representative; 02/1992 to 12/2014
- Northwestern Mutual Life Insurance Company; Agent; 09/1991 to 12/2014

Professional Designations:

- Chartered Financial Consultant (ChFC), granted by The American College, 1983¹
- Chartered Life Underwriter (CLU), granted by The American College, 1976²

¹ A Chartered Financial Consultant® (ChFC®) is a financial professional who meets the requirements established by The American College. These include completing a specified program of study, and meeting minimum experience requirements and specific ethical standards. In order to obtain the ChFC® designation, a number of requirements must be met. An applicant must: (1) take nine college-level courses and pass an exam for each course; (2) have at least three years of qualifying full-time work experience in financial planning or a related field; and (3) pass a professional fitness standards and background check. Once appointed, a ChFC® must meet continuing education requirements in order to maintain the certification. The programs of study required of a ChFC® include such topics as: Financial Planning, Insurance Planning, Income Taxation, Planning for Retirement Needs, Investments, Estate Planning, and Executive Compensation. Please refer to the following website for more information: <http://www.theamericancollege.edu/>.

² Chartered Life Underwriter (CLU) is a professional designation for individuals who wish to specialize in life insurance and estate planning. Individuals must complete five core courses and three elective courses, and successfully pass all eight two-hour, 100-question examinations in order to receive the designation. The required courses include: (1) Fundamentals of Insurance Planning, (2) Life Insurance Law, (3) Individual Life Insurance, (4) Estate Planning, and (5) Planning for Business Owners. The three elective courses can be chosen from such subjects as the following: (1) Financial Planning, (2) Health Insurance, (3) Income Taxation, (4) Group Benefits, (5) Retirement Planning, and (6) Investment Planning. Please refer to the following website for more information: <http://www.theamericancollege.edu/>.

Item 3 Disciplinary Information

Mr. Kairies does not have any disciplinary history to disclose.

Item 4 Other Business Activities

Stephen E. Kairies is separately licensed as an insurance agent for [Northwestern Mutual Life Insurance Company and other](#) insurance companies. As an insurance agent, he is able to sell insurance and insurance-related investment products to clients, for which he will receive separate and additional compensation (e.g., commissions). AFS clients are not under any obligation to engage Mr. Kairies when considering implementation of investment and/or insurance recommendations. The implementation of any or all recommendations is solely at the discretion of the client.

Clients should be aware that the receipt of additional compensation by Mr. Kairies creates a conflict of interest and gives him an incentive to recommend insurance products based on the compensation received, rather than on a client's needs. AFS and Mr. Kairies endeavor at all times to put the interest of our clients first as part of AFS' fiduciary duty as a registered investment adviser and we take the following steps to address this conflict:

- AFS prohibits Mr. Kairies and its other employees from earning commissions for transactions placed in its portfolio management client accounts;
- AFS discloses to clients the existence of all material conflicts of interest, including the potential for its employees to earn compensation from advisory clients in addition to AFS' advisory fees;
- AFS discloses to clients that they are not obligated to purchase recommended investment products from AFS' employees;
- AFS collects, maintains and documents accurate, complete and relevant client background information, including the client's financial goals, objectives and risk tolerance;
- AFS' management conducts regular reviews of each client account to verify that all recommendations made to a client are suitable to the client's needs and circumstances;
- AFS requires that its employees seek prior approval of any outside employment activity so that AFS may ensure that any conflicts of interests in such activities are properly addressed;
- AFS periodically monitors these outside employment activities to verify that any conflicts of interest continue to be properly addressed by AFS; and
- AFS educates its employees regarding the responsibilities of a fiduciary, including the need for having a reasonable and independent basis for the investment advice provided to clients.

Item 5 Additional Compensation

As an insurance agent, Mr. Kairies is eligible to receive incentive awards (including prizes such as trips or bonuses) for recommending certain types of insurance policies or other investment products. While we endeavor at all times to put the interest of our clients first as part of our fiduciary duty, the possibility of receiving incentive awards creates a conflict of interest, and may affect the judgment of Mr. Kairies when making recommendations. We address this conflict by reviewing recommendations made to our clients to determine that all recommendations are consistent with the best interests of our clients. Please see the applicable disclosure in Item 4 of this Brochure Supplement for additional information about how we manage this conflict of interest.

Item 6 Supervision

Stephen E. Kairies, Founder and Chief Financial Officer, and Brant T. Kairies, President, Chief Investment Officer and Chief Compliance Officer, are responsible for the supervision, formulation and monitoring of investment advice offered to the firm's clients. Stephen E. Kairies and Brant T. Kairies review and oversee all material investment policy changes and conduct periodic testing to ensure that client objectives and mandates are being met. They can be contacted at (952) 885-2732.