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## SUPPLEMENTAL BROCHURE

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### **STEVENS WEALTH MANAGEMENT, LLC**

500 Lake Cook Road, Suite 350  
Deerfield, Illinois 60015

**[www.stevenswealth.com](http://www.stevenswealth.com)**

### **FORM ADV PART 2B SUPPLEMENTAL BROCHURE**

This brochure supplement provides information about Sue Stevens that supplements the Stevens Wealth Management LLC brochure. You should have received a copy of that brochure. Please contact Sue Stevens ([sue@stevenswealth.com](mailto:sue@stevenswealth.com) or (847) 282-9910) if you did not receive Stevens Wealth Management LLC's brochure or if you have any questions about the contents of this supplement.

Additional information about Sue Stevens of Stevens Wealth Management, LLC is also available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

8/25/2016

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## **Educational Background and Business Experience**

Form ADV Part 2B, Item 2

**Susan Virginia Stevens – CRD #2511599**

**Year of Birth:** 1956

**Formal Education after High School:**

- College for Financial Planning, Master of Science, 1995
- University of Chicago, Master of Business Administration, 1989
- Northwestern University, Bachelor of Music, 1979

**Business Background for the Previous Five Years:**

- Stevens Wealth Management LLC, CEO, 1/2000 – Present
- Stevens Visionary Strategies, LLC, CEO 7/2009 – Present
- Financial Happiness, LLC, CEO 8/2008 – 12/2010
- Morningstar, Inc, Director of Financial Planning, 5/1999- 12/2007

**Certifications:**

CERTIFIED FINANCIAL PLANNER™ Professional

Requirements for this designation include:

- Completion of seven required courses including the following major planning topics: general principles of financial planning, insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning and estate planning.
- Pass the CFP® exam.
- A bachelor degree (or higher) in any discipline, from an accredited college or university within five years of passing the CFP® Certification Examination.
- Three years experience full-time, or the equivalent part-time (2,000 hours equals one year full-time). Six months of experience must have been gained within the last 12 months of reporting work experience. Experience may be gained up to 10 years before or up to five years after the exam date.
- Must complete 30 hours every two years and the required ethics course for continuing education.

Certified Public Accountant/Personal Financial Specialist (CPA/PFS)

CPAs are licensed and regulated by their state boards of accountancy. While state laws and regulations vary, the Illinois requirements for this designation include:

- Successful completion of at least 150 semester hours of acceptable credit including a bachelor's degree (or higher) with a concentration in accounting. Courses include financial accounting, auditing, taxation, and management accounting. No more than six semester hours of accounting may be obtained through internships or life-experience credit posted on a college transcript.
- Pass the Uniform CPA Examination.
- Must complete 120 hours every three years in continuing professional education.
- Pass a Professional Ethics course offered by the American Institute of Certified Public

Accountants (AICPA). Must receive a score of 90 percent on this exam. Follow a rigorous *Code of Professional Conduct* requiring they act with integrity, objectivity, due care, competence, full disclosure of any conflicts of interest (and obtain client consent if a conflict exists), maintain client confidentiality, disclose to the client any commission or referral fees, and serve the public interest when providing financial services.

- AICPA members who provide personal financial planning services are also required to follow the *Statement on Standards in Personal Financial Planning Services*.

The PFS designation allows CPAs to demonstrate their knowledge and skill in personal financial planning:

- Must first have met the minimum education, experience and testing required of a CPA in addition to a minimum level of expertise in personal financial planning.
- Be an active member of the American Institute of CPAs (AICPA) in good standing.
- Complete comprehensive personal financial planning (PFP) education which includes a minimum of 80 hours of PFP education within a five-year period.
- Attain a specified level of personal financial planning (PFP) experience which includes two years of full-time business or teaching experience (or 3,000 hours equivalent) in PFP within the five-year period.
- Pass a comprehensive personal financial planning (PFP) examination.
- Adhere to the AICPA's *Code of Professional Conduct* and the *Statement on Standards in Personal Financial Planning Services*, when providing personal financial planning services. To maintain their PFS credential, the recipient must complete 60 hours of financial planning CPE credits every three years. The PFS credential is administered through the AICPA.

#### Chartered Financial Analyst® (CFA)

Requirements for this designation include:

- Complete the CFA Program which includes three levels, each consisting of a six-hour exam. Completing the Program takes most candidates between two and five years.
- Must have four years of qualified investment work experience.
- Become a member of the CFA Institute.
- Pledge to adhere to the CFA Institute Code of Ethics and Standards of Professional Conduct on an annual basis.
- Must apply for membership to a local CFA member society.

### **Disciplinary Information**

Form ADV Part 2B, Item 3

There is no disciplinary information to report for Sue Stevens.

### Other Business Activities

Form ADV Part 2B, Item 4

The Adviser has an affiliated company called Stevens Visionary Strategies, LLC, which is wholly-owned by Sue Stevens. Stevens Visionary Strategies is a licensor of financial products and publications. No products or publications are licensed to clients. Stevens Wealth Management currently licenses articles, updates and blogs from Stevens Visionary Strategies. A monthly licensing fee is paid depending on content delivered.

Sue Stevens writes and/or edits all content for Stevens Visionary Strategies and spends approximately five hours a month writing and/or editing. Time spent on writing activities can vary depending on the project.

This does not create a conflict of interest.

### **Additional Compensation**

Form ADV Part 2B, Item 5

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## Supervision

Form ADV Part 2B, Item 6

Within Stevens Wealth Management, Sue Stevens (CIO), has supervisory responsibility for all investment advice across the firm. Sue reviews meeting materials, client letters and supervises all trades.

Stevens Wealth Management operates internally with a series of detailed processes that specify roles and responsibilities. In most cases, final sign-off is required by Sue Stevens.

Sue's contact information:

Sue Stevens  
CEO/CIO  
(847) 282-9910