

# FTJ FundChoice, LLC

## Part 2A of Form ADV

### The Brochure

2300 Litton Lane, Suite 102  
Hebron, KY 41048  
(859) 426-2000  
<https://www.ftjfundchoice.com/>

Updated: May 4, 2016

FTJ FundChoice, LLC (“we,” “us,” or “our”) is an investment advisor that is registered with the United States Securities and Exchange Commission (“SEC”). Registration with the SEC does not imply a certain level of skill or training.

This brochure provides information about the qualifications and business practices of FTJ FundChoice, LLC (“FTJFC”). For more information about the brochure and the type of information that is required to be disclosed see the “General Instructions for Part 2 of Form ADV” by visiting [www.sec.gov/rules/final/2010/ia-3060.pdf](http://www.sec.gov/rules/final/2010/ia-3060.pdf). If you have any questions about the contents of this brochure, please contact us at 800-379-2513 or 859-426-2000. The information in this brochure has not been approved or verified by the SEC or by any state securities authority.

Additional information about FTJFC is also available on the SEC’s website at: [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

## Material Changes

Since our annual filing in March 2015, the following material changes have occurred.

In April 2015, additional language was added to Item 4 regarding retention by Investment Advisors of any discounts to the Administration Fee.

In May 2015, 361 Capital was added as a mutual fund strategist.

In July 2015, Loring Ward and Vanguard were added as mutual fund strategists. A unified managed account platform called Market Movement Strategies (“MMS”) was launched. Finally, the FTJFC Annual Account Maintenance fee was updated, and a 1% minimum allocation to cash requirement was established for all model allocations.

In December 2015, the FTJFC Administration Fee schedule was updated and a new waiver was introduced for the FTJFC Account Maintenance Fee.

In February 2016, the list of vendors in the Additional Services Agreement was updated to include DocuSign. Frontier Asset Management was removed as a mutual fund strategist.

In May 2016, a revenue sharing agreement was established between Ocean Park Asset Management and FTJ FundChoice.

## Table of Contents

Material Changes .....	2
Table of Contents .....	2
Advisory Business .....	3
Fees and Compensation .....	5
Types of Clients .....	8
Methods of Analysis, Investment Strategies and Risk of Loss .....	8
Disciplinary Information.....	10
Other Financial Industry Activities and Affiliations .....	10
Code of Ethics, Participation or Interest in Client Transactions and Personal Trading .....	10
Brokerage Practices .....	10
Funding Your Account .....	10
Review of Accounts .....	11
Client Referrals and Other Compensation .....	11
Custody .....	12
Investment Discretion .....	12
Voting Client Securities .....	12
Financial Information.....	12
Dean Cook’s Biographical Information.....	14
Phil Markgraf’s Biographical Information .....	15
Jacob Childers’ Biographical Information.....	16

## Advisory Business

### Background

As of July 2012, we were acquired by FundChoice Investment Holdings, LLC. (“FCIH”) FCIH is controlled by Seaport Capital, LLC (“Seaport Capital”), a private equity firm and Registered Investment Advisor. While our ownership structure changed, we have provided reporting and administrative services to affiliated and unaffiliated investment advisors and broker-dealer representatives (collectively “Investment Advisors”) since April 2001. Our firm provides a fee-based mutual fund platform allowing Investment Advisors the ability to develop their own model portfolios or outsource the asset allocation decision to institutional portfolio strategists (“Strategists”) that we have selected (“Strategist Program”). Through the Strategist Program, we retain third party non-affiliated investment managers, Strategists, to design and manage model portfolios which Investment Advisors can use to manage client assets. In 2003, we registered as an investment advisor with the SEC after the development of our Strategist program.

Our Strategist program provides access to asset allocation models developed by the third party Strategists who we have selected and regularly monitor. The Strategists are responsible for managing the Model Portfolios on behalf of FTJ FundChoice. Neither FTJ FundChoice nor the Strategists are acting as your investment advisor, nor possess knowledge of your individual information or investment goals and objectives or provide personalized investment advice to you. You remain the owner of all securities held in your Model Portfolio account and have all ownership rights associated with these securities. Currently, we have engaged the following investment managers as Strategists:

361 Capital	Meeder Investment Management
Advanced Asset Management Advisors	Ocean Park Asset Management
CLS Investments	PGR Solutions
First Affirmative Financial Network	Toews Corporation
Ladenburg Thalmann Asset Management	Vanguard
Litman Gregory Asset Management	Wilshire Funds Management
Loring Ward	Wilshire/Lord Abbett Income Solutions

Each Strategist will offer multiple models for various risk profiles and is responsible for creating and managing models using mutual funds available through our platform (“Strategist model”). Your account will be invested in accordance with the Strategist model you select with your Investment Advisor. You are not permitted to place any investment restrictions on the Strategist models. To the extent you or your Investment Advisor reject any changes to the Strategist model, your account will no longer be managed in accordance with the Strategist model, and it will be your or your Investment Advisor’s responsibility to manage the account in a different manner. In such cases, you will no longer be charged fees for the Strategist program.

Effective July 1, 2015, Strategist models can be assigned to unified managed accounts (“UMA”). UMA accounts allow Investment Advisors to allocate funds to multiple Strategist models within a single custodial account, where each Strategist model allocation is assigned to a unique subaccount or “sleeve”.

FTJ FundChoice also offers the Strategist program as a “wrap fee program”. FTJ FundChoice manages the wrap fee program in the same manner as described in this document, and clients in the program do not pay brokerage commissions, markups, or transaction charges for execution of transactions in addition to the advisory fee. Please refer to Appendix 1 of our Form ADV Part 2A for additional information.

It is up to you and your Investment Advisor to select the most appropriate Strategist model offered by our Strategist program. Once your Investment Advisor has selected a Strategist model and you have consented to their selection, we will provide trading, reporting and administrative services. When a Strategist suggests a transaction in any Strategist model, we have the authority to conduct trading activity to reflect the transaction in your account, as outlined in the Terms of Services and Use Agreement. Please read this document carefully, as it contains important information on how your account will be managed. When opening an account with us, you

will be required to consent to this agreement. In the event a Strategist or model is removed from the program, FTJFC will notify your Investment Advisor of the change and request that action be taken to reassign the account by a specified date. If no action is taken by you or your Investment Advisor, FTJFC and or the Strategist reserve the right to map your account to an alternative model portfolio. No action on the part of the Investment Advisor is considered consent to the recommended alternative model portfolio.

If you or your Investment Advisor decide that the model portfolio no longer meets your investment needs, the account can be reassigned to a cash model or another type of Strategist model portfolio. If you or your Investment Advisor want to reassign your holdings to an alternative model portfolio, the trades will be included in the next trade file after the request has been received.

### **Trading**

Trading will occur through the brokerage account(s) you establish with the Custodial Partner. Strategists will provide FTJFC with instructions to rebalance or reallocate the Model Portfolios depending on their asset allocation philosophy or investment manager selection process. These adjustments to the asset allocations will result in transactions in your account. A minimum amount of five dollars per security is required on contributions and rebalance trades, and all Model Portfolio allocations must contain a minimum 1% allocation to cash. The last trade file will be sent to the Custodial Partner at or around 3 pm EST. Your Investment Advisor or you instruct FTJFC that your account will be invested in accordance with the Model Portfolio as indicated on the New Account Application, Investment Direction Addendum or other relevant FTJFC form and/or reassignment process. If the Model Portfolio changes, FTJFC will rebalance your account to align it with the selected Model Portfolio. Your Investment Advisor or you may instruct FTJFC to terminate the use of the Model Portfolios at any time. You will receive notification of all transactions in your account in the form of an account statement provided by the Custodial Partner.

### **Client Exclusions and Security Restrictions**

You and your Investment Advisor have the ability to terminate your Model Portfolio at any time in writing or your Investment Advisor has the ability to remove you from a Model Portfolio online at [www.ftjfundchoice.com](http://www.ftjfundchoice.com). Neither you nor your Investment Advisor has the ability to restrict certain securities or asset classes in the Model Portfolio.

### **Money Market Model Portfolio**

We also offer a model portfolio designed to provide investors with a way to earn income while preserving capital and maintaining liquidity. This portfolio is managed by us and is limited to investments in a money market mutual fund ("FTJFC Money Market Model"). You should work with your Investment Advisor to determine if the FTJFC Money Market Model should be used alongside your selected Strategist model.

### **Standalone Services**

The information contained in this document provides an overview of the Strategist program we have developed. Unless otherwise indicated, this brochure does not provide information about the reporting and administrative services offered to Investment Advisors as a standalone service. Investment Advisors may use our mutual fund platform to manage accounts according to their own proprietary models, in which case our service is limited to providing administrative, trade processing, and recordkeeping services. You should review your Investment Advisor's disclosure document for information about his or her services and fees.

### **Advisory Assets**

On occasion we will work directly with individual clients who are friends and family of our employees. As of March 20, 2016, FTJFC managed approximately \$2.1 million on a non-discretionary basis through our relationships with family and friends.

## Fees and Compensation

Fees for our services include Administration Fees, Account Maintenance Fees, Termination Fees and Strategist Fees. You should carefully review all fees charged by us, your Investment Advisor, and the underlying mutual funds to fully understand the total amount of fees that are paid.

It is your responsibility to verify the accuracy of the fee we charge to your account. The fee we collect will appear on your custodial statement, though the custodian does not determine whether the fee has been properly calculated. In addition, a fee summary is available online on a monthly basis. Fees charged by us are separate and distinct from fees and expenses charged by your Investment Advisor and mutual funds traded within the Strategist model. A description of these fees and expenses are available in each fund's prospectus.

Our service may be terminated by either party in accordance with the Terms of Services and Use Agreement. You are responsible to pay for services rendered until the termination of the agreement.

### **Administration Fees**

You will pay an annual Administration Fee to us for providing our reporting and accounting services. This fee will be deducted from your account monthly in arrears and is based on the average daily account balance ("ADB") for the previous month. If your account was not open for the entire month, then the fee will be pro-rated. We may distribute a portion of the Administration Fee to an Investment Advisor who has significant assets invested in our platform or for other reasons within the discretion of FTJFC. The amount of any distribution is individually negotiated with each Investment Advisor. Any portion of the Administration Fee distributed to an Investment Advisor is retained by that Investment Advisor and does not constitute a reduction in the Administration Fee for you.

The tiered annual Administration Fee schedule for non-corporate retirement plan accounts opened after November 30, 2015, unless a different arrangement has been mutually agreed upon, is as follows:

From	To	%
\$0.00	\$50,000.00	0.45%
\$50,000.01	\$100,000.00	0.30%
\$100,000.01	\$500,000.00	0.20%
\$500,000.01	\$1,000,000.00	0.15%
\$1,000,000.01	\$5,000,000.00	0.10%
Over \$5,000,000.00		0.08%

The flat annual Administration Fee for corporate retirement plan accounts opened after November 30, 2015, unless a different arrangement has been mutually agreed upon, is 0.30%. Corporate retirement plan accounts are 401(a), 401(k), 403(b) ERISA, and 457.

You may opt-in to an alternative calculation of your Administration Fee where the ADB of all accounts in your household are aggregated and apply that aggregate balance of accounts to the Administration Fee Schedule, as well as any Investment Advisor breakpoint or tiered schedule. A household is defined as all registrations at the same residential address. The aggregation of your household accounts may reduce the total Administration Fee you pay to us. You should discuss this and other fee options with your Investment Advisor to ensure they are right for you.

### **Account Maintenance Fees**

In addition to the Administration Fee, the current Account Maintenance Fee for accounts is \$25.00 or \$50.00 per account annually. If you elect to receive statements electronically, then the annual fee is \$25 per account or sleeve. If you elect to receive mailed statements and have a sleeved account, then the annual fee is \$50 for the first sleeve and \$25 for each additional sleeve. If you elect to receive mailed statements and have a non-sleeved account,

then the annual fee is \$50 per account. Effective 12/1/2015, the FTJFC Account Maintenance Fee will be waived for accounts assigned to the tiered FTJFC Administration Fee schedule in households with \$400,000 or more in assets.

The Account Maintenance Fee may be discounted for Investment Advisors who have a significant amount of assets invested on our platform. The amount of the discount is individually negotiated with each Investment Advisor at our discretion.

We may also charge miscellaneous fees associated with administrative services, such as processing wire or ACH transfers, check fees, low balance fees, asset transfers, termination fees, or overnighting checks. Please contact us for a list of these fees.

### **Termination Fee**

The current Termination Fee is \$75 per account **for full outgoing distributions or non-ACAT transfers**.

The Termination Fee may be discounted for Investment Advisors who have a significant amount of assets invested on our platform. The amount of the discount is individually negotiated with each Investment Advisor at our discretion.

### **Strategist Fees**

The fees charged by each Strategist vary, and their fees are in addition to the Administration Fees charged by us and the fees charged by your Investment Advisors. The Strategist fees are billed and collected in the same manner as the Administration Fee. The Strategist Fees charged by each Strategist are as follows:

361 Capital	No additional charge
Advanced Asset Management Advisors	0.10%
CLS Investments	No additional charge
First Affirmative Financial Network	0.10%
Ladenburg Thalmann Asset Management	0.10%
Litman Gregory Asset Management	0.10%
Loring Ward	No additional charge
Meeder Investment Management	No additional charge
• Meeder Diversifier models	• 0.10%
Ocean Park Asset Management	No additional charge
PGR Solutions	0.10%
Toews Corporation	No additional charge
Vanguard	No additional charge
Wilshire Funds Management	No additional charge
• Wilshire Diversified Alternative Model	• 0.10%
Wilshire/Lord Abbett Income Solutions	0.10%
FTJ FundChoice	No additional charge

Strategists who do not charge any additional Strategist Fees generally select affiliated mutual funds when developing their Strategist model.

In some instances certain Strategists will share a portion of the Strategists Fee with us. Also, Strategists not charging a Strategist Fee will share fees they collect from mutual funds they manage with us. Below are the Strategists who share their fees with us:

- Toews Corporation
- Meeder Investment Management
- Loring Ward
- Ocean Park Asset Management

This fee sharing arrangement creates a conflict of interest since we have an incentive to continue to recommend these Strategists for the Strategist program.

Strategists may refer or recommend their clients to invest via our mutual fund platform. This arrangement creates an incentive for us to keep these Strategists over others that we may be considering.

### **FTJFC Money Market Model Fees**

FTJFC's Money Market Model does not charge additional fees outside of our Administrative Fee and Account Maintenance Fee; however, you are subject to any fees of the underlying money market fund. You should read the money market fund prospectus to understand any applicable fees.

### **Advisory Fees**

Your Investment Advisor will charge an advisory fee for the services he provides. FTJFC does not receive any portion of the advisory fee as it relates to your account. Your advisory fee will be authorized by you during the account opening process and may only be increased by your written approval. Based on the schedule of advisory fees provided to FTJFC, FTJFC will calculate and deduct the advisory fees from your account in the manner specified in the FTJFC Terms of Services and Use Agreement. You should review the fees charged by your Investment Advisor which are outlined in your Investment Advisor's Form ADV Part 2A. Fees paid to your Investment Advisor are in addition to any fees charged by us.

### **Fees for Additional Services**

The Fees discussed above do not cover certain charges associated with securities transactions in Clients' accounts, including: (a) dealer markups, markdowns or spreads charged on transactions in over the counter securities; (b) costs relating to trading in certain foreign securities; (c) the internal charges and fees that may be imposed by any Funds, (such as fund operating expenses, management fees, redemption fees, 12b-1 fees and other fees and expenses). Further information regarding charges and fees assessed by Funds may be found in the appropriate prospectus or offering document or other regulatory fees; (d) brokerage commissions or other charges imposed by broker dealers or entities other than the custodian if and when trades are cleared by another broker dealer; (e) the charge to carry tax lot information on transferred mutual funds or other investment vehicles, postage and handling charges, returned check charges, transfer taxes; stock exchange fees or other fees mandated by law.

In addition to the redemption fee above, a Client may incur redemption fees when the Strategist to an investment strategy determines that it is in the Client's overall interest, in conjunction with the stated goals of the investment strategy, to divest from certain Funds prior to the expiration of the minimum holding period of the Funds. Some mutual funds also assess redemption fees to investors upon the short-term sale of its funds. Depending on the particular mutual fund, this may include sales for rebalancing purposes. Please see the prospectus for the specific mutual fund for detailed information regarding such fees.

### **Custodian Services**

Custodian Services for non-qualified accounts (Taxable and IRA) and other pre-approved accounts will be provided by TD Ameritrade Institutional ("TDA"). TDA is a division of TD Ameritrade, Inc. ("TD Ameritrade") member FINRA/SIPC. TD Ameritrade is an independent SEC-registered broker-dealer. TDA and FTJFC are separate and unaffiliated. TDA offers services to FTJFC which include custody of securities, trade execution, and clearance and settlement of transactions. FTJFC participates in the TD Ameritrade "Institutional Program" and may recommend TD Ameritrade to Clients for custody and brokerage services. FTJFC receives some benefits from TD Ameritrade through its participation in the program. (Please see the disclosure under Client Referrals and Other Compensation.)

The investments in each model portfolio for non-qualified accounts may be held in either a separate brokerage account at TDA or a UMA brokerage account with sleeves at TDA. The Custodian typically receives a shareholder servicing fee from the load-waived mutual funds held by the client accounts. This compensation ranges from 0.0% to 0.40% per annum of the amount invested through the Strategist Platform in mutual funds.

Custodian Services for qualified retirement plan accounts will be provided by TD Ameritrade Trust Company (“TDATC”). TD Ameritrade Trust Company is a non-depository trust company, acts as a custodian and is not a member of FINRA, SIPC, or NFA. TD Ameritrade Trust Company is a subsidiary of TD Ameritrade Holding Corporation. The designated broker dealer associated with qualified retirement plan accounts will be TD Ameritrade, Inc. TDATC and FTJFC are separate and unaffiliated.

### **Proxy Voting Compensation**

As discussed in *Voting Client Securities* below, we do not vote proxies; it is solely your responsibility to vote proxies. Occasionally, the issuer of the security may itself, or through a proxy voting service, contact us and request information in order to contact you for determination of how a proxy should be voted. We will direct such requests through the Custodian; we may receive compensation for providing your contact information to the proxy voting service.

## **Performance Based Fees and Side-by-Side Management**

Performance based fees are fees based on a share of capital gains on or capital appreciation of the assets of a client. An advisor charging performance fees to some accounts faces a variety of conflicts because the advisor can potentially receive greater fees from its accounts having a performance-based compensation structure than from those accounts it charges a fee unrelated to performance (e.g., an asset-based fee). As a result, the advisor may have an incentive to direct the best investment approach, or to allocate or sequence trades in favor of the account that pays a performance fee.

FTJFC does not charge a performance based fee.

## **Types of Clients**

FTJFC primarily provides investment management and recordkeeping services to Investment Advisors. These Investment Advisors use our Strategist program or our mutual fund platform to service their clients. Such clients may include individuals, pensions and profit sharing plans, trusts, estates or charitable organizations.

## **Methods of Analysis, Investment Strategies and Risk of Loss**

### **Methods of Analysis and Investment Strategist**

#### **Strategist Program**

We will utilize specific qualitative and quantitative screening criteria to identify appropriate Strategists for the Strategist program. The quantitative review focuses on performance and track record of the Strategist against various benchmarks. Our qualitative analysis reviews information surrounding the operations of the Strategists, including history, experience, firm size and structure, investment analysis and decision-making process, and portfolio risk review. Qualitative screening includes a review of each Strategist’s organizational history and



stability including: depth/experience of investment team and research group, investment process and strategy, internal resource allocation, legitimacy of track record, experience with taxable clients, client servicing capabilities, and other characteristics. FTJFC may at its discretion contract with Roca Investment Advisors to assist in performing quantitative and qualitative reviews on certain asset classes and/or Strategists.

Each Strategist is reviewed and analyzed in detail by the FTJFC Investment Committee. On an annual basis, the Investment Committee will review the performance of each Strategist model along with any organizational changes that may have occurred during the year.

With the launch of the UMA account described earlier in this document, FTJFC and Advisory World developed a proprietary Risk Scoring tool for Investment Advisors branded “Market Movement Strategies”. This tool assists Investment Advisors in developing Model portfolios by assigning a risk score to each Strategist model on the FTJFC platform and also defining each Strategist model by one of three mandates: strategic, tactical, or diversifier.

As your Investment Advisor determines which Strategist model to utilize based on your investment needs, you should consult your Investment Advisor’s Form ADV Part 2A for a full description of their investment analysis to determine how the Strategist model selected best suits your investment needs and risk tolerance.

The Strategists are not provided your individual information or investment goals and objectives and do not have a direct relationship with you. Any questions regarding the management of the Model Portfolios or your account should be directed to your Investment Advisor, or our Customer Service Representatives at 800.379.2513, option 4.

#### FTJFC Money Market Model

The FTJFC Money Market Model is available as a liquid investment option. FTJFC’s Money Market Model is invested in a money market fund that was selected based on its liquidity and ability to trade within our trading platform. We do not actively look for other investments for the FTJFC Money Market Model but may utilize a different money market fund based on performance and trading capabilities.

#### Risk of Loss

The description contained herein is an overview of the risks entailed in our Strategist program and FTJFC Money Market Model and is not intended to be complete. All investing involves a risk of loss and the Strategist program or the FTJFC Money Market Model could lose money over short or long periods. Performance could be hurt by a number of different market risks including but not limited to:

**Investing in securities is inherently risky.** An investment in mutual funds could lose money. The Strategists cannot give any guarantee that they will achieve their investment objectives or that any client will receive a return of its investment. Further, although money market funds are considered to have low risk, they are affected by other types of risk, mainly interest-rate risk and inflation risk. The underlying value of the instruments within the money market fund may change depending on the direction of interest rates.

*Alternative investment mutual funds are speculative and involve substantial risks. It is possible that investors may lose some or all of their investment. Please review the mutual fund prospectus for the risks associated with each alternative mutual fund that you considering for investment in a Strategist model.*

**No Guarantees.** The value of your investment could decline and be worth less than the principal initially invested. And while a money market fund seeks a stable share price, its yield fluctuates. In addition, mutual funds are not insured or guaranteed by an agency of the U.S. government. Bond funds, unlike purchasing a bond directly, will not re-pay the principal at a set point in time.

The Strategist program generates multiple levels of fees and expenses. By investing in the Strategist program, the investor bears fees charged at different levels as described under Fees and Compensation. Thus, investors may be subject to higher operating expenses than if he or she invested in mutual funds directly.

## **Disciplinary Information**

Neither FTJFC nor our employees have been involved in any legal or disciplinary events in the past 10 years that would be material to a client's evaluation of the company or its personnel.

## **Other Financial Industry Activities and Affiliations**

As discussed above, we are affiliated with Seaport Capital through their ownership of us. Seaport Capital is a private equity firm registered with the Securities and Exchange Commission. While we are affiliated with Seaport Capital, our advisory business and objectives materially differ from those of Seaport's and therefore we do not believe it presents any material conflicts of interest since Seaport does not provide any services to us or to you. We are not affiliated with any of the Strategists within the Strategist program. However, certain Strategists will share fees with us as discussed above in *Fees and Compensation*. These fees are negotiated between us and the Strategist. We may receive up to 40% of the fee charged by the Strategist. Given this arrangement we have an incentive to continue to recommend Strategists that share fees with us.

Further, as mentioned above in the *Fees and Compensation* section, we have entered into an agreement with TDATC in which we receive 100% of the shareholder servicing fees the Custodian collects from mutual funds. We do not determine the mutual funds used; however, to the extent the mutual fund charges a shareholder servicing fee, we will earn additional income. Information about shareholder servicing fees can be found in the mutual fund's prospectus.

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

We have adopted a Code of Ethics ("Code") pursuant to Rule 204A-1 under the Investment Advisers Act of 1940, and it is predicated on the principal that we owe a fiduciary duty to you. Procedures have been adopted to ensure compliance with the provisions of the Code, including pre-approval of personal securities transactions for certain employees, annual affirmations of compliance and regular reviews of holdings and transactions. A copy of the Code is available upon request by contacting us at (859) 426-2000.

## **Brokerage Practices**

To participate in our Strategist program we require that your account be held with the Custodian. We will be responsible for placing all trade orders with the Custodian in accordance with the Strategist model you select. When placing trades for accounts invested in the same Strategist model, orders are communicated to the Custodian and every account receives the same net asset value by mutual fund. Please see Client Referrals and Other Compensation below for information regarding services and benefits we may receive from TD Ameritrade.

## **Funding Your Account**

You have four choices to fund your account:

1. Check
2. ACH (Automated Clearing House)
3. ACAT (Automated Customer Account Transfer Service)
4. Wire Transfer

Once the Custodian receives your funds, you will not be able to withdraw new deposits from your account for seven business days to provide proper check clearance. If you select ACAT as your funding choice, your assets at the previous custodian will be “transferred in-kind”. Assets received which are not permitted on the platform will be liquidated. This may cause additional fees and/or tax ramifications for you. Consult your Investment Advisor prior to an ACAT transfer regarding permissible assets.

### **Trade Error Policy**

We have internal controls for the prevention of trade errors, however on occasion errors may occur. We recommend that you regularly review your custodial statements. In the event you identify an error, you have 90 days from the occurrence of the error to notify us of its existence. Upon notification, we will perform an analysis of the reported discrepancy. If we made an error while placing your trade, we will seek to correct the error in a way that mitigates any losses. In the event an error results in a gain, we will retain such gains. If you do not notify us within 90 days of the occurrence of the trade error, you forfeit the reimbursement of any losses unless the error was the result of our bad faith, gross negligence, or willful misconduct.

Our CCO will maintain a record of identified trade errors, including details of the original transaction and the corrective actions.

### **Review of Accounts**

Strategists are subject to quantitative and qualitative reviews initially, and periodically thereafter. The FTJFC Money Market Model is strictly invested in a money market fund which we review on an ad-hoc basis.

We do not perform any review of your accounts. Instead, it is up to your Investment Advisor to review your account. Please review your Investment Advisor’s Form ADV Part 2A to understand their review process over your account.

For accounts where we serve as the Investment Advisor, we will review accounts on an as-needed basis.

### **Client Referrals and Other Compensation**

We may compensate Investment Advisors for approved marketing reimbursement expenses, including but not limited to client appreciation events. We do not compensate any person for client referrals.

As disclosed above, FTJFC participates in TD Ameritrade’s institutional customer program and we may recommend TD Ameritrade to Clients for custody and brokerage services. There is no direct link between FTJFC’s participation in the program and the services it gives to its Clients, although FTJFC receives economic benefits through its participation in the program that are typically not available to TD Ameritrade retail investors. These benefits include the following products and services (provided without cost or at a discount): receipt of duplicate Client statements and confirmations; research related products and tools; consulting services; access to a trading desk serving FTJFC participants; access to block trading (which provides the ability to aggregate securities transactions for execution and then allocate the appropriate shares to Client accounts); the ability to have advisory fees deducted directly from Client accounts; access to an electronic communications network for Client order entry and account information; access to mutual funds with no transaction fees and to certain institutional money managers; and discounts on compliance, marketing, research, technology, and practice management products or services provided to FTJFC by third party vendors. These benefits include various technological tools. TD Ameritrade may also have paid for business consulting and professional services received by FTJFC’s related persons. Some of the products and services made available by TD Ameritrade through the program may benefit FTJFC but may not benefit its Client accounts. These products or services may assist FTJFC in managing and administering Client accounts, including accounts not maintained at TD Ameritrade. Other services made available by TD Ameritrade are intended to help FTJFC manage and further develop its business

enterprise. The benefits received by FTJFC or its personnel through participation in the program do not depend on the amount of brokerage transactions directed to TD Ameritrade. As part of its fiduciary duties to clients, FTJFC endeavors at all times to put the interests of its clients first. Clients should be aware, however, that the receipt of economic benefits by FTJFC or its related persons in and of itself creates a potential conflict of interest and may indirectly influence FTJFC's choice of TD Ameritrade for custody and brokerage services.

FTJFC also receives from TD Ameritrade certain additional economic benefits ("Additional Services") that may or may not be offered to any other independent investment advisors participating in the program. Specifically, the Additional Services include Orion, Advisory World, TSCI, Thomson Reuters Inc., Wilshire Associates, Rocaton Investment Advisors, and DocuSign.

TD Ameritrade provides the Additional Services to FTJFC in its sole discretion and at its own expense, and FTJFC does not pay any fees to TD Ameritrade for the Additional Services. FTJFC and TD Ameritrade have entered into a separate agreement ("Additional Services Addendum") to govern the terms of the provision of the Additional Services.

FTJFC's receipt of Additional Services raises potential conflicts of interest. In providing Additional Services to FTJFC, TD Ameritrade most likely considers the amount and profitability to TD Ameritrade of the assets in, and trades placed for, FTJFC's Client accounts maintained with TD Ameritrade. TD Ameritrade has the right to terminate the Additional Services Addendum with FTJFC, in its sole discretion, provided certain conditions are met. Consequently, in order to continue to obtain the Additional Services from TD Ameritrade, FTJFC may have an incentive to recommend to its Clients that the assets under management by FTJFC be held in custody with TD Ameritrade and to place transactions for Client accounts with TD Ameritrade. FTJFC's receipt of Additional Services does not diminish its duty to act in the best interests of its Clients, including to seek best execution of trades for Client accounts.

## **Custody**

FTJFC utilizes TDA and TDATC as its fully disclosed clearing broker-dealers and qualified custodians. Custodial statements are provided to all TDA clients and all plan level accounts at TDATC either electronically or via mail delivery. Please review these statements and compare them to any supplemental reports provided to you by FTJFC or your Investment Advisor. The information in these supplemental advisory reports may vary from your custodial statements based on accounting procedures and reporting dates. Please contact your Investment Advisor or FTJFC regarding any discrepancies. FTJFC provides Custodial Partners certain services in respect to custody arrangements. As such, the Custodial Partner will reimburse FTJFC for certain costs associated with the Program. FTJFC reserves the right to change the custodian and will notify you 30 days prior to such change.

## **Investment Discretion**

We do not accept discretionary authority over accounts for our friends and family members.

For accounts within the Strategist program, you authorize us to place trades in your account in accordance with the Strategist model you select. At your discretion or the discretion of your Investment Advisor, you have the ability to remove your account from the Strategist program at any time without a termination fee.

## **Voting Client Securities**

We will not exercise proxy voting authority. The obligation to vote proxies shall at all-times rest with you. The Custodian will send all proxy information directly to you. You should contact your Investment Advisor if you have questions about voting proxies.

## **Financial Information**

FTJFC has never filed for bankruptcy and is not aware of any financial condition that is expected to affect its ability to administer your account.

# FTJ FundChoice, LLC

## Part 2B of Form ADV

### The Brochure Supplement

2300 Litton Lane, Suite 102  
Hebron, KY 41048  
(859) 426-2000  
<https://www.ftjfundchoice.com/>

Updated: March 31, 2015

This brochure supplement provides information about Dean Cook, Phil Markgraf, and Jacob Childers. It supplements FTJ Fund Choice, LLC (“FTJFC”)’s accompanying Form ADV brochure. Please contact FTJFC’s Chief Compliance Officer, Kevin Woodard, at 859-426-2000 if you have any questions about the Form ADV brochure or this supplement, or if you would like to request additional or updated copies of either document.

## Dean Cook's Biographical Information

President

Year of Birth: 1971

### Formal Education after High School

Miami University 1989-1994

### Business Background for the Preceding Five Years

- 01/2012 to Present  
President, FTJFC
- 01/2003 to Present  
Vice President of Sales and Marketing, FTJFC
- 11/2000-10/2002  
Regional Consultant, AssetMark Capital Corporation

### Disciplinary Information

Mr. Cook has not been involved in any legal or disciplinary events that would be material to a client's evaluation of Mr. Cook or of FTJFC.

### Other Business Activities

Mr. Cook is not engaged in any other investment related business and does not receive compensation in connection with any business activity outside of FTJFC.

### Additional Compensation

Mr. Cook does not receive economic benefits from any person or entity other than FTJFC in connection with the provision of investment advice to clients.

### Supervision

As President, Mr. Cook reports directly to the Board of Directors of FundChoice Investment Holding, LLC. If you have any questions about the trading or allocations in your account or Mr. Cook please contact Kevin Woodard, CCO at 513.629.2750.

# **Phil Markgraf's Biographical Information**

Chief Operating Officer

Year of Birth: 1960

## Formal Education after High School

BS 1984 University of Cincinnati, B.S., 1984

Texas Tech University, M.S., 1986

## Business Background for the Preceding Five Years

- 01/2012 to Present  
Chief Operating Officer, FTJFC
- 12/2007-12/2011  
Vice President of Information Technology, FTJFC
- 1/2005-11/2007  
Director of Architecture, Reynolds and Reynolds
- 5/2005-1/2007  
Director of Information Security, Reynolds and Reynolds
- 3/2000-11/2004  
Senior Director of Security, Gap, Inc.

## Disciplinary Information

Mr. Markgraf has not been involved in any legal or disciplinary events that would be material to a client's evaluation of Mr. Markgraf or of FTJFC.

## Other Business Activities

Mr. Markgraf is not engaged in any other investment related business and does not receive compensation in connection with any business activity outside of FTJFC.

## Additional Compensation

Mr. Markgraf does not receive economic benefits from any person or entity other than FTJFC in connection with the provision of investment advice to clients.

## Supervision

Mr. Markgraf reports to Mr. Dean Cook, President of FTJFC. If you have any questions about the trading or allocations in your account or Mr. Markgraf, please contact Kevin Woodard, CCO at 513.629.2750..

## **Jacob Childers' Biographical Information**

Senior Financial Analyst

Year of Birth: 1988

### Formal Education after High School

Liberty University, B.S., Finance/Economics, 2010

### Business Background for the Preceding Five Years

- 06/2014-present  
Senior Financial Analyst, FTJFC
- 06/2010-06/2014  
Investment Analyst, FTJFC

### Disciplinary Information

Mr. Childers has not been involved in any legal or disciplinary events that would be material to a client's evaluation of Mr. Childers or of FTJFC.

### Other Business Activities

Mr. Childers is not engaged in any other investment related business and does not receive compensation in connection with any business activity outside of FTJFC.

### Additional Compensation

Mr. Childers does not receive economic benefits from any person or entity other than FTJFC in connection with the provision of investment advice to clients.

### Supervision

Mr. Childers reports to Mr. Scott Billups, Chief Financial Officer for FTJFC. If you have any questions about the trading or allocations in your account or Mr. Childers, please contact Kevin Woodard, CCO at 513.629.2750.