

**Firm Brochure**  
(Part 2A of Form ADV)

**Fairfield Financial Advisors, Ltd.**

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**March 30, 2017**

This brochure provides information about the qualifications and business practices of Fairfield Financial Advisors, Ltd. If you have any questions about the contents of this brochure, please contact us at: 781-431-1119, or by email at: [info@fairfieldfinadvisors.com](mailto:info@fairfieldfinadvisors.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 Fairfield Financial Advisors, Ltd. is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

Fairfield Financial Advisors, Ltd. is a registered investment adviser. Registration with the United States Securities and Exchange Commission or any state securities authority does not imply a certain level of skill or training.

## Item 2 Material Changes

The purpose of this Item 2 is to disclose material changes that have been made to this Brochure since the last annual update of this Brochure.

Since our last annual updating amendment dated March 8, 2016, the following material changes have been made to this Brochure:

- Item 15 was amended to disclose that Fairfield Financial Advisors, Ltd. has custody due to its investment adviser representative serving as trustee for certain client trust accounts.

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## Item 4 Advisory Business

### Firm Description

Fairfield Financial Advisors, Ltd., (the "Firm") was founded in 1993. We are organized as a corporation under the laws of the State of Massachusetts. Jane V. King is the 100% stockholder.

Fairfield Financial Advisors, Ltd. provides personalized confidential financial planning and investment management to individuals, families, and small businesses. Advice is provided through consultation with the client and may include: determination of financial objectives, identification of financial problems, cash flow analysis, investment tax planning, insurance review, investment management, planning for education funding, retirement planning, and estate planning overview.

Fairfield Financial Advisors, Ltd. 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. All fees are paid by the client.

### Asset Management Services

Investment advice is provided, with the client making the final decision on investment selection, unless it has been agreed upon between Fairfield Financial Advisors, Ltd. and the client, and upon the client's request, that Fairfield Financial Advisors, Ltd. take discretion. Fairfield Financial Advisors, Ltd. does not typically take discretion but may do so upon mutual agreement between the client and Fairfield Financial Advisors, Ltd. Fairfield Financial Advisors, Ltd. does not hold client assets as custodian. Fairfield Financial Advisors, Ltd. receives a limited power of attorney from clients to place trades with the client's custodian which, in most cases, is Charles Schwab & Co.

A written evaluation of each client's initial situation is provided to the client, often in the form of a net worth statement and a letter. Periodic reviews are also communicated to provide reminders of the specific courses of action that need to be taken. More frequent reviews occur but are communicated to the client only if changes are recommended.

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, which may be in person or by telephone, 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.

Fairfield Financial Advisors, Ltd. provides investment supervisory services, also known as asset management services; furnishes investment advice through consultations; and provides information which clients may use to evaluate securities.

Assets are invested primarily in no-load mutual funds and individual common stocks, usually through Charles Schwab & Co. Fund companies charge each fund shareholder an investment management fee that is disclosed in the fund prospectus. Brokerage companies may charge a transaction fee for the purchase of some funds.

Individual bonds and exchange-traded funds may be purchased or sold through Charles Schwab when appropriate. The brokerage firm charges a fee for stock and bond trades. Fairfield Financial Advisors, Ltd. does not receive any compensation, in any form, from fund companies or brokerage firms.

Investments may also include: equities (stocks), corporate debt securities, commercial paper, certificates of deposit, municipal securities, investment company securities (variable annuities, and mutual funds shares), U. S. government securities, and interests in partnerships.

Initial public offerings (IPOs) are not available through Fairfield Financial Advisors, Ltd.

On more than an occasional basis, Fairfield Financial Advisors, Ltd. furnishes advice to clients on matters not involving securities, such as financial planning matters, taxation issues, and trust services that often include estate planning. This service, which may include delivery of a written financial plan or a subset thereof, may be provided at the request of an asset management client to assist the client and/or our firm in formulating and/or explaining the investment recommendations we provide. Fairfield Financial Advisors, Ltd. does not charge a fee for this service.

### **Assets Under Management**

As of December 31, 2016, we provide continuous management services for \$24,160,736 in client assets on a discretionary basis, and \$138,777,518 in client assets on a non-discretionary basis.

### **Tailored Relationships**

The goals and objectives of each client determine the portfolio design. Clients may impose restrictions on investing in certain securities or types of securities.

Agreements may not be assigned without client consent.

## **Item 5 Fees and Compensation**

### **Asset Management Services**

The annual Advisory Service Agreement fee is based on a percentage of the client's investable assets, unless otherwise specified, according to the following schedule:

#### **Annual Fee Schedule**

<b>Assets Under Management</b>	<b>Annual Fee</b>
First \$899,999	1.5%
From \$900,000 to \$2,000,000	1.25%
From \$2,000,001 to \$5,000,000	1.00%
From \$5,000,001 to \$10,000,000	0.75%
Above \$10,000,000	0.50%

Fairfield Financial Advisors, Ltd., unless otherwise requested by client, will aggregate family accounts for the calculation of management fees, unless otherwise requested by the client. Current client relationships may exist where the fees are higher or lower than the fee schedule above.

Fairfield Financial Advisors, Ltd. charges its advisory fee in the last month of each calendar quarter. The fee is based on the account's closing market value as of the last day of the preceding month. In other words, the fee is based on the closing market value at the end of the second month of each quarter. The fee charged compensates us for services rendered during the quarter in which the fee is charged.

Fairfield Financial Advisors, Ltd., in its sole discretion, may 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.).

### **Fee Billing**

Payment in full is expected upon invoice presentation. Fees are usually deducted from a designated client account to facilitate billing, but the client may arrange to receive a physical copy of the invoice and pay by check.

### **Termination of Agreement**

You may terminate the Asset Management agreement at any time by notifying Fairfield Financial Advisors, Ltd. in writing. You are responsible for any unpaid fees as of the termination date. You will incur a pro rata charge for services rendered prior to the termination of the portfolio management agreement, which means you will incur advisory fees only in proportion to the number of days in the quarter for which you are a client. If you have pre-paid advisory fees that we have not yet earned, you will receive a prorated refund of those fees.

Fairfield Financial Advisors, Ltd. may also terminate the Asset Management agreement at any time by notifying the client in writing.

### **Additional Fees and Expenses**

As part of our investment advisory services to you, we may invest, or recommend that you invest in mutual funds and exchange traded funds. The fees that you pay to our firm for investment advisory services are separate and distinct from the fees and expenses charged by mutual funds or exchange traded funds (described in each fund's prospectus) to their shareholders. These fees will generally include a fund management fee and other fund expenses. You will also incur transaction charges and/or brokerage fees when purchasing or selling securities. These charges and fees are typically imposed by the broker-dealer or custodian through whom your account transactions are executed. We do not share in any portion of the brokerage fees/transaction charges imposed by the broker-dealer or custodian. To fully understand the total cost you will incur, you should review all the fees charged by mutual funds, exchange traded funds, our firm, and others. For information on our brokerage practices, refer to the *Brokerage Practices* section of this brochure.

### **IRA Rollover Considerations**

As part of our investment advisory services to you, we may recommend that you withdraw the assets from your employer's retirement plan and roll the assets over to an individual retirement account ("IRA") that we will manage on your behalf. If you elect to roll the assets to an IRA that is subject to our management, we will charge you an asset based fee as set forth in the agreement you executed with our firm. This practice may present a conflict of interest because persons providing investment advice on our behalf have an incentive to recommend a rollover to you for the purpose of generating fee based compensation rather than solely based on your needs. You are under no obligation, contractually or otherwise, to complete the rollover. Moreover, if you do complete the rollover, you are under no obligation to have the assets in an IRA managed by our firm.

Many employers permit former employees to keep their retirement assets in their company plan. Also, current employees can sometimes move assets out of their company plan before they retire or change jobs. In determining whether to complete the rollover to an IRA, and to the extent the following options are available, you should consider the costs and benefits of:

1. Leaving the funds in your employer's (former employer's) plan.
2. Moving the funds to a new employer's retirement plan.

3. Cashing out and taking a taxable distribution from the plan.
4. Rolling the funds into an IRA rollover account.

Each of these options has advantages and disadvantages and before making a change we encourage you to speak with your CPA and/or tax attorney.

If you are considering rolling over your retirement funds to an IRA for us to manage here are a few points to consider before you do so:

1. Determine whether the investment options in your employer's retirement plan address your needs or whether you might want to consider other types of investments.
  - a. Employer retirement plans generally have a more limited investment menu than IRAs.
  - b. Employer retirement plans may have unique investment options not available to the public such as employer securities, or previously closed funds.
2. Your current plan may have lower fees than our fees.
  - a. If you are interested in investing only in mutual funds, you should understand the cost structure of the share classes available in your employer's retirement plan and how the costs of those share classes compare with those available in an IRA.
  - b. You should understand the various products and services you might take advantage of at an IRA provider and the potential costs of those products and services.
3. Our strategy may have higher risk than the option(s) provided to you in your plan.
4. Your current plan may also offer financial advice.
5. If you keep your assets titled in a 401k or retirement account, you could potentially delay your required minimum distribution beyond age 70.5.
6. Your 401k may offer more liability protection than a rollover IRA; each state may vary.
  - a. Generally, federal law protects assets in qualified plans from creditors. Since 2005, IRA assets have been generally protected from creditors in bankruptcies. However, there can be some exceptions to the general rules so you should consult with an attorney if you are concerned about protecting your retirement plan assets from creditors.
7. You may be able to take out a loan on your 401k, but not from an IRA.
8. IRA assets can be accessed any time; however, distributions are subject to ordinary income tax and may also be subject to a 10% early distribution penalty unless they qualify for an exception such as disability, higher education expenses or the purchase of a home.
9. If you own company stock in your plan, you may be able to liquidate those shares at a lower capital gains tax rate.
10. Your plan may allow you to hire us as the manager and keep the assets titled in the plan name.

It is important that you understand the differences between these types of accounts and to decide whether a rollover is best for you. Prior to proceeding, if you have questions contact our office.

## **Item 6 Performance-Based Fees**

Performance-based fees are fees that are not based on a share of the capital gains or capital appreciation of managed securities. Fairfield Financial Advisors, Ltd. does not use a performance-based fee structure nor side-by-side management.

## Item 7 Types of Clients

### Description

Fairfield Financial Advisors, Ltd. currently provides investment advice to individuals and families, high net worth individuals and families, trusts, estates, and pension and profit sharing plans (but not the plan participants). The Firm may also provide services to small businesses, charitable organizations, corporations and other business entities.

Client relationships vary in scope and length of service.

### Account Minimums

Fairfield Financial Advisors, Ltd. does not require a minimum dollar amount to open an account and maintain an advisory account. We charge a minimum annual management fee of \$5,000 to open and maintain an advisory account. Fairfield Financial Advisors, Ltd. has the discretion to waive the account minimum. Other exceptions may apply to employees of Fairfield Financial Advisors, Ltd., their relatives, and relatives of existing clients.

## Item 8 Methods of Analysis, Investment Strategies and Risk of Loss

### Methods of Analysis

Security analysis method includes fundamental analysis which is the evaluation of a security based on the intrinsic value of the business including, but not limited to, its growth in earnings and sales revenue, its market share, financials, management quality, and its competitive advantage. The primary risk in using fundamental analysis is that while the overall health and position of a company may be good, market conditions may negatively impact the security.

The main sources of information include financial newspapers and magazines, research materials prepared by others, corporate rating services, annual reports, prospectuses, and filings with the U.S. Securities and Exchange Commission,.

Other sources of information that Fairfield Financial Advisors, Ltd. may use include, but not limited to, Morningstar Principia mutual fund information, Morningstar Principia stock information, Charles Schwab & Company's "SchwabLink" service, and the World Wide Web.

### Investment Strategies

The primary investment strategy used on client accounts is a strategic asset allocation approach. This means that the firm recommends actively-managed funds, common stocks, fixed income securities, and exchange-traded funds as the core investments, and then add money market positions, passively-managed indices, or other investment instruments when requested by a client and deemed to be a strategic fit by the firm.

The investment strategy for a specific client is based upon the objectives stated by the client during consultations. The client may change these objectives by communication with the firm at any time.

Investment strategies will include long-term purchases, and short-term purchases.

### Risk of Loss

All investment strategies 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 current or forecasted 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 of its stock.

## Item 9 Disciplinary Information

We are required to disclose the facts of any legal or disciplinary events that are material to a client's evaluation of our advisory business or the integrity of our management. We do not have any required disclosures under this item.

## Item 10 Other Financial Industry Activities and Affiliations

### Financial Industry Activities

Fairfield Financial Advisors, Ltd. is registered as an investment advisor with the U.S. Securities and Exchange Commission.

Jane King, as president of Fairfield Financial Advisors, Ltd., is a member of the National Association of Personal Financial Advisors (NAPFA).

Jane King also maintains a current membership with the Financial Planning Association (FPA).

## Item 11 Code of Ethics, Participation or Interest in Client Transactions and Personal Trading

### Code of Ethics

We strive to comply with applicable laws and regulations governing our practices. Therefore, our Code of Ethics includes guidelines for professional standards of conduct for persons associated with our firm. Our goal is to act in your interests at all times and to demonstrate our commitment to our fiduciary duties of honesty, good faith, and fair dealing with you. The employees of Fairfield Financial Advisors,

Ltd. have committed to a Code of Ethics that is available for review by clients and prospective clients upon request. Persons associated with our firm are also required to report any violations of our Code of Ethics. Additionally, we maintain and enforce written policies reasonably designed to prevent the misuse or dissemination of material, non-public information about you or your account holdings by persons associated with our firm. The firm will provide a copy of the Code of Ethics to any client or prospective client upon request.

### **Participation or Interest in Client Transactions**

Fairfield Financial Advisors, Ltd. and its employees may buy or sell securities that are also held by clients. Employees may not trade their own securities ahead of client trades. Employees comply with the provisions of the Fairfield Financial Advisors, Ltd. *Compliance Manual*.

### **Personal Trading**

The Chief Compliance Officer of Fairfield Financial Advisors, Ltd. is Lori A. Colella. All employee trades are documented in the trade blotter, and subject to review by the Chief Compliance Officer and Jane V. King. Personal trading reviews are undertaken to determine that the personal trading of employees does not affect the markets, and that clients of the firm receive preferential treatment. Additionally, our firm or persons associated with our firm may buy or sell the same securities that we recommend to you or securities in which you are already invested. A conflict of interest may exist in such cases because we have the ability to trade ahead of you and potentially receive more favorable prices than you will receive. To mitigate this conflict of interest, it is our policy that neither our firm or persons associated with our firm shall have priority over your account in the purchase or sale of securities. Since most employee trades are relatively small mutual fund trades, equity trades, or exchange-traded fund trades, the trades do not affect the securities markets.

## **Item 12 Brokerage Practices**

### **Selecting Brokerage Firms**

We recommend the brokerage and custodial services of Charles Schwab & Co. In all cases, the recommended Custodian is a securities broker-dealer and a member of the Financial Industry Regulatory Authority and the Securities Investor Protection Corporation.

### **Best Execution**

Fairfield Financial Advisors, Ltd., in almost all cases, executes trades through Charles Schwab & Co. and periodically reviews the execution of trades to ascertain that the client is getting best execution. We believe that Schwab provides quality execution services for you at competitive prices. Price is not the sole factor we consider in evaluating best execution. We also consider the quality of the brokerage services provided, including the value of the provider's reputation, execution capabilities, commission rates, and responsiveness to our clients and our firm. We believe that Schwab's commissions and brokerage fees are reasonable; nevertheless, in recognition of the value of Schwab provides, you may pay higher commissions and/or trading costs than those that may be available elsewhere. Fairfield Financial Advisors, Ltd. does not receive any portion of the trading fees.

### **Research and Other Soft Dollar Benefits**

We do not have any soft dollar arrangements.

### **Economic Benefits**

Fairfield Financial Advisors, Ltd. receives research products and services from Schwab which is used for the benefit of all Fairfield Financial Advisors, Ltd.'s clients. These products may include financial publications, information about particular companies and industries, research software, and other

products or services that provide lawful and appropriate assistance to our firm in the performance of our investment decision-making responsibilities. Such research products and services are provided to all investment advisers that utilize the institutional services platforms of these firms, and are not considered to be paid for with soft dollars. However, you should be aware that the commissions charged by a particular broker for a particular transaction or set of transactions may be greater than the amounts another broker who did not provide research services or products might charge. The selection of Schwab as a custodian for clients is not determined or affected by this service or product.

### **Brokerage for Client Referrals**

We do not receive client referrals from broker-dealers in exchange for cash or other compensation, such as brokerage services or research.

### **Directed Brokerage**

We routinely require that you direct our firm to execute transactions through Schwab. As such, we may be unable to achieve the most favorable execution of your transactions and you may pay higher brokerage commissions than you might otherwise pay through another broker-dealer that offers the same types of services. Not all advisers require their clients to direct brokerage.

### **Block Trades**

We do not combine multiple orders for shares of the same securities purchased for advisory accounts we manage (the practice of combining multiple orders for shares of the same securities is commonly referred to as "block trading"). Accordingly, you may pay different prices for the same securities transactions than other clients pay. Furthermore, we may not be able to buy and sell the same quantities of securities for you and you may pay higher commissions, fees, and/or transaction costs than other clients.

## **Item 13 Review of Accounts**

Account reviews are performed regularly by Jane V. King, President. Account reviews are performed more frequently when market conditions dictate.

Other conditions that may trigger a review are changes in the tax laws, new investment information, and changes in a client's personal situation.

Each client receives a monthly statement directly from the custodian. Account reviews by the firm consider 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 written communications on at least an annual basis which may include a net worth statement, portfolio evaluation, and a summary of objectives and progress towards meeting those objectives.

## **Item 14 Client Referrals and Other Compensation**

Fairfield Financial Advisors, Ltd. may receive client referrals from clients or legal or other financial professionals. The firm does not compensate referring parties for these referrals.

Refer to the *Brokerage Practices* section above for disclosures on research and other benefits we may receive resulting from our relationship with your account custodian.

## Item 15 Custody

### Account Statements

As paying agent for our firm, your independent custodian will directly debit your account(s) for the payment of our advisory fees, as authorized by you in writing. This ability to deduct our advisory fees from your accounts causes our firm to exercise limited custody over your funds or securities. We do not have physical custody of any of your funds and/or securities. 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, typically monthly. The account statements from your custodian(s) will indicate the amount of our advisory fees deducted from your account(s) each billing period. Clients should carefully review these account statements.

Clients may be provided with net worth statements. 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 and overview discussions where the exact values of assets are not material to the financial planning tasks.

### Trustee Services

Jane V. King, of Fairfield Financial Advisors, Ltd., serves as trustee to certain accounts for which we provide investment advisory services. Jane King's capacity as trustee gives our firm custody over the advisory accounts for which the individual serves as trustee. These accounts will be held with a bank, broker-dealer, or other qualified custodian. If Fairfield Financial Advisors, Ltd. acts as trustee for any of your advisory accounts, you will receive account statements from the qualified custodian(s) holding your funds and securities at least quarterly. You should carefully review account statements for accuracy. Client accounts for which Jane King serves as Trustee will be examined on a surprise basis each calendar year by an independent public accountant whose fees are paid by Fairfield Financial Advisors, Ltd.

## Item 16 Investment Discretion

### Discretionary Authority for Trading

Fairfield Financial Advisors, Ltd. does not take discretion unless requested by the client and mutually agreed upon by the client and Fairfield Financial Advisors, Ltd. Fairfield Financial Advisors, Ltd. does not have the authority to determine, without obtaining client consent, the securities to be bought or sold, and the amount of the securities to be bought or sold for those accounts for which Fairfield Financial Advisors, Ltd. does not take discretion.

For all accounts, discretionary or non-discretionary, Fairfield Financial Advisors, Ltd. does not receive any portion of the transaction fees or commissions paid by the client to the custodian on certain trades. If you enter into non-discretionary arrangements with our firm, we will obtain your approval prior to the execution of any transaction for your account(s). You have an unrestricted right to decline to implement any advice provided by our firm on a non-discretionary basis.

In order to buy or sell securities on your behalf, you must first sign our discretionary management agreement and the appropriate trading authorization forms. You may grant our firm discretion over the selection and amount of securities to be purchased or sold for your account(s) without obtaining your consent or approval prior to each transaction. You may specify investment objectives, guidelines, and/or impose certain conditions or investment parameters for your account(s). For example, you may

specify that the investment in any particular stock or industry should not exceed specified percentages of the value of the portfolio and/or restrictions or prohibitions of transactions in the securities of a specific industry or security.

#### **Limited Power of Attorney**

Fairfield Financial Advisors, Ltd. receives a limited power of attorney from clients to place trades with the client's custodian which, in most cases, is Charles Schwab & Co.

For all accounts, discretionary or non-discretionary, Fairfield Financial Advisors, Ltd. does not receive any portion of the transaction fees or commissions paid by the client to the custodian.

### **Item 17 Voting Client Securities**

Fairfield Financial Advisors, Ltd. does not vote proxies on securities. Clients are expected to vote their own proxies. At your request, we may offer you advice regarding corporate actions and the exercise of your proxy voting rights. If you own shares of applicable securities, you are responsible for exercising your right to vote as a shareholder.

In most cases, you will receive proxy materials directly from the account custodian. However, in the event we were to receive any written or electronic proxy materials, we would forward them directly to you by mail, unless you have authorized our firm to contact you by electronic mail, in which case, we would forward any electronic solicitations to vote proxies; however, the voting decision remains with you as shareholder.

### **Item 18 Financial Information**

Fairfield Financial Advisors, Ltd. 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 Fairfield Financial Advisors, Ltd. 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 of receiving the advisory service.