

## Client Relationship Summary

### ***Townsend Wealth Management***

We are registered as an investment advisor; we are not a broker-dealer. The services and fees for brokers and investment advisors differ, and it is important for you to understand these differences. This document discusses the services and fees we offer as an investment advisor. Free and simple tools are available to help you research firms and financial professionals at <https://www.investor.gov/CRS>, which also provides educational materials about broker-dealers, investment advisors, and investing.

### ***What investment services and advice can you provide me?***

We provide investment advisory services, including investment management and financial planning, to retail investors. In all aspects of our business, we operate as a fiduciary, placing the interests of our clients before our own. Investment management includes the purchasing and selling of mutual funds, exchange traded funds, stocks, bonds, options, and other securities on a discretionary basis for the benefit of our clients. As part of our standard services, we design portfolios and select investments matching the client's risk tolerance as well as provide ongoing monitoring of client accounts. On a limited basis, we accommodate non-discretionary holdings for which the client makes the buy/sell decisions and for which we do not monitor the investments. We have a preferred minimum portfolio size of \$250,000 for which limited exceptions may be granted.

Financial planning includes quantitative and qualitative analysis to help clients make wise decisions regarding their personal finances. We provide this advice either as a comprehensive financial plan that addresses multiple aspects of a client's financial lives for their expected longevity or we provide this advice on a situation specific basis addressing questions of limited scope. For more information on our services, please see Items #4 and #7 on Form ADV Part 2, found at [www.townsendwm.com](http://www.townsendwm.com).

*Conversation Starter: Given my financial situation, should I choose an investment advisory service? Why or why not? How will you choose investments to recommend to me? What is your relevant experience, including your licenses, education, and other qualifications? What do these qualifications mean?*

### ***What fees will I pay?***

We are a fee-only firm. This means that 100% of firm revenue is received as payments directly from our clients. We do not receive any money from third parties, such as commissions for recommending or selling any products or services.

For investment management, we charge based on a percentage of the client's assets that we manage. We use a fee schedule in which the fee percentage decreases as the assets under management increase. An asset based fee could cause a conflict of interest because the more assets that are in a client's account, the more the client will pay in fees, and we may therefore have an incentive to encourage the client to increase the assets in the account. Payments are made quarterly after the services are provided. We provide the same fee schedule for all new retail clients except for our employees and their families. In addition to fees paid to us, clients may pay trade fees to the account custodian for some trades. Our clients receive a discount on these fees available at retail. Mutual funds and exchange traded funds include management expenses paid to the fund company that are deducted from the share price. The custodian may receive a portion of these fees. Depending on the fund and size of the holding, we use institutional share classes of mutual funds with lower fees not available at retail.

Comprehensive financial plans are provided for a flat fee that is quoted in advance and due upon completion of the work. This fee is waived for investment management clients. Additionally, situation specific planning is offered at no charge for our investment clients and on a limited basis to non-investment management clients.

For more information on our fees, please see Items #5 and #6 on Form ADV Part 2, found at [www.townsendwm.com](http://www.townsendwm.com).

You will pay fees and costs whether you make or lose money on your investments. Fees and costs will reduce any amount of money you make on your investments over time. Please make sure you understand the fees and costs you are paying.

*Conversation Starter: Help me understand how these fees and costs might affect my investments. If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?*

### ***What are your legal obligations to me when acting as my investment advisor? How else does your firm make money and what conflicts of interest do you have?***

**When we act as your investment advisor**, we have to act in your best interest and not put our interest ahead of yours. At the same time, the way we make money creates some conflicts with your interests. You should understand and ask us about these conflicts because they can affect the investment advice we provide you. Here are some examples to help you understand what this means. When recommending whether to roll over a 401k into an IRA for us to manage, we may have a conflict of interest because that would result in us managing more assets and therefore charging a fee on those assets. We do not participate in proprietary products, third-party payments, revenue sharing, or principal trading, each which could otherwise present conflicts of interest. For more information on potential conflicts of interest and how we manage them, please see Items #5 and #12 on Form ADV Part 2, found at [www.townsendwm.com](http://www.townsendwm.com).

*Conversation Starter: How might your conflicts of interest affect me, and how will you address them?*

### ***How do your financial professionals make money?***

Our financial professionals receive a salary and bonus. Neither the salary nor bonus is contingent on the amount of client assets brought to the firm, though over longer periods it is reasonable to expect these could be related.

### ***Do you or your financial professionals have legal or disciplinary history?***

No. For a free and simple tool to research firms and their financial professionals, please visit <https://www.investor.gov/CRS>.

*Conversation Starter: As a financial professional, do you have any disciplinary history? For what type of conduct?*

### ***Additional Information***

You may find more information about our services, including copies of this Client Relationship Summary and our Form ADV Part 2 at [www.townsendwm.com](http://www.townsendwm.com). Copies of this Client Relationship Summary may also be requested by calling (706) 221-8200.

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*Conversation Starter: Who is my primary contact person? Is he or she a representative of an investment advisor or a broker-dealer? Who can I talk to if I have concerns about how this person is treating me?*