



FORM ADV Part 3  
(Form CRS)



## Client Relationship Summary

### Item 1: Introduction

Cote Financial Management, LLC (“CFM”) is registered with the U.S. Securities and Exchange Commission (“SEC”) as an Investment Adviser. Clients and prospective clients should be aware that Investment advisory services and fees differ between investment advisers and broker-dealers; and it is important for you, the retail investor to understand the differences. Free and simple tools are available to research firms and financial professionals at [Investor.gov/CRS](https://www.investor.gov/CRS), which also provides educational materials about broker-dealers, investment advisers and investing.

### Item 2: Relationship and Services

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

- ❖ CFM offers investment advisory services and financial planning to retail clients and corporations. We provide advice on the purchase and sale of various types of investments such as mutual funds, exchanged traded products, equities, fixed income securities, private funds, and separate accounts managed by third party advisers. Financial plans are reviewed at a semi-annual basis.
- ❖ Client investment accounts are formally reviewed on at least a quarterly basis. However, investment reviews may be triggered by deposits /withdrawals, changes in the market outlook or investment strategy, or the sale or purchase of a security.
- ❖ Investment services are provided on a non-discretionary basis. Non-discretionary services mean that you make the ultimate decision regarding the purchase or sale of investments.
- ❖ We do not offer any proprietary investment products. We manage investment portfolios that may comprise of any of the following: domestic and international common stocks, preferred stocks, convertible securities, government and agency bonds, tax-exempt bonds, corporate bonds, exchange traded funds, mutual funds, master limited partnerships, limited partnerships, and money market funds.
- ❖ The minimum to open a new relationship is \$500,000.

For more detailed information about our services, please see our Form ADV, Part 2A Items 4 & 7, listed under “Policies” on our website.

#### Conversation Starters:

- 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?

### Item 3: Fees, Costs, Conflicts, and Standard of Conduct

Our fees are calculated based on a percentage of the value of the portfolio assets at the close of each calendar quarter and are charged in arrears. Some clients have their fees charged monthly in arrears. Our standard fee is 1% per year up to \$1.5 million / 0.80% over \$2.5 million. However, variations from the fee schedule may occur due to the size of the total relationship, family holdings, low-cost basis securities, fixed income holdings, certain passively managed investments, and pre-existing relationships with clients. Certain clients may pay more or less than others depending on the amount of assets, type of account, complexity, degree of responsibility assumed, or special skills needed.

Our fees do not include certain charges imposed by third parties which may include the following: custodial fees such as wire fees and prime broker “trade away” fees, brokerage commissions, platform fees or fees paid to sub advisors, mutual fund, or money market management fees, 12 b-1 fees and sub transfer fees, administrative expenses, mutual fund and transaction fees, IRA and qualified retirement plan fees and other charges required by law.

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 in your investments over time. Please make sure you understand what fees and costs you are paying.

More detailed information about our fees, can be found in our Form ADV, Part 2A Item 5.

#### 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 adviser? How else does your firm make money and what conflicts of interest do you have?

When we act as your investment adviser, 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 about these conflicts because they can affect the investment advice we provide you. Here are some examples to help you understand what this means.

- ❖ Some financial professionals are licensed insurance brokers. As insurance brokers, financial professionals receive commissions on insurance products if the client has a need for such products. We generally do not recommend insurance products, but we will sell them to clients if recommended by a third party such as estate planning attorney.
- ❖ We utilize the brokerage and custodial services of Charles Schwab. In addition, Schwab may make available, arrange, and or pay for these services to CFM by independent third parties.

For more detailed information about these services, see Form ADV Part 2A Items 6, 10, & 14.

Conversation Starter:

- How might your conflicts of interest affect me, and how will you address them?

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

The revenue of the firm and the salaries paid to our investment advisers are based solely on the fees earned from client assets under management. Our Certified Financial Planner (CFP) can charge a fixed financial planning fee that is agreed upon in advance. We do not sell any products nor do our advisers receive any commissions of any kind.

For additional information, please see Form ADV, Part 2A Item 5.

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

No. Visit [Investor.gov/CRS](https://www.investor.gov/crs) for a free and simple search tool to research us and our financial professionals.

For additional information, please see Form ADV, Part 2B.

Conversation Starter:

- As a financial professional, do you have any disciplinary history? For what type of conduct?

**Additional Information:**

For additional information about our investment advisory services or to access a copy of our Form ADV Brochure, please visit <https://cfm.services> or call our office at (978) 767-9501.

Conversation Starter:

- Who is my primary contact person? Is he or she a representative of an investment adviser? Who can I talk to if I have concerns about how this person is treating me?