

Asset Strategies Portfolio Services, Inc.

2635 Lapeer Road

Auburn Hills, MI 48326

248-373-9900

www.assetstrategie.com

January 31, 2014



**Asset
Strategies**
Portfolio Services, Inc.

Independent, Professional Investment Consultants Since 1992.

This brochure provides information about the qualifications and business practices of Asset Strategies Portfolio Services, Inc., also referred to as 'ADVISER'. If you have any questions about the contents of this brochure, please contact us by telephone at 248-373-9900 and/or via email to info@assetstrategie.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.

ASSET STRATEGIES PORTFOLIO SERVICES, INC. is a registered investment adviser with the United States Securities and Exchange Commission. Registration of an Investment Adviser does not imply any level of skill or training. It does indicate the "ADVISER" is subject to the rules and regulations governing SEC registered investment advisers. Please review this brochure along with our other oral and written communications to provide you with information with which you can determine to hire or retain 'ADVISER'.

Additional information about ASSET STRATEGIES PORTFOLIO SERVICES, INC. also is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 – Material Changes

On July 28, 2010, the United State Securities and Exchange Commission published “Amendments to Form ADV” which amends the disclosure document that we provide to clients. This Form ADV Part 2A represents ASSET STRATEGIES PORTFOLIO SERVICES, INC. disclosure document.

This brochure dated January 31, 2014 is an updated version of our previously filed documents prepared according to the SEC’s rules. This Document is not materially different in structure or information provided than our previous brochures filed in January 2012 or February 2013.

We offer the brochure or deliver it to our clients on an annual basis. Pursuant to SEC Rules, we will ensure that every client receives a summary of any material changes made to this document and any subsequent brochures within 120 days of the close of our business’ fiscal year (December 31). We will provide ongoing disclosure of any material changes in our brochure as necessary.

We will offer our new brochure as required, based on material changes and/or new information, without charge.

Our complete Form ADV Parts 2A and/or 2B can be obtained by contacting **George H. Vitta, President and Chief Compliance Officer, at 248-373-9900.**

Additional information about ASSET STRATEGIES PORTFOLIO SERVICES, INC. is available on the firm’s website www.assetstrategie.com and via the SEC web site at www.adviserinfo.sec.gov. The SEC web site also provides information about any persons affiliated with ‘ADVISER’ who are registered as investment adviser representatives of the firm.

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Form ADV Part 2B - Brochure Supplement(s)

Item 4 – Advisory Business

Asset Strategies Portfolio Services, Inc. also referred to as “Asset Strategies” or “ADVISER” is a Registered Investment Advisor providing **Investment Consulting Services**. First incorporated in 1992, “ADVISER” is a privately held Michigan corporation with no subsidiaries or corporate owners. George H. Vitta, President and Chief Compliance Officer, is 100% owner of all outstanding shares of the corporation.

Asset Strategies will conduct an initial interview with prospective clients and gather data to determine the nature of services desired/needed by the client. While the Firm may conduct the initial interview and review as a complimentary service, investment advisory services begin with the execution of a client agreement outlining services to be performed and the fees for such services.

Investment consulting services are customized to meet the needs of each client. The client may receive one or more of the following services:

Traditional Investment Consulting Services:

- Asset/Liability Analysis
- Asset Allocation Modeling & Liquidity Analysis
- Development of Investment Policy Statement
- Spending, Income and Investment Policy Development for Endowments & Foundations
- Investment Manager Evaluation & Selection
- Master Trust & Custodial Bank Evaluation & Selection
- Performance Monitoring & Evaluation (Historical & On-going)
- Evaluation and Consultation on Commission Recapture
- Plan Efficiency Review

Defined Contribution/Deferred Compensation Consulting Services [401(a), 401(k), 403(b) & 457 Plans]:

- Review current plan design, including Fiduciary, Governance and Education
- Recommend “Best in Class” DC Program
- Development of Investment Policy Statement
- Review third-party providers
- Identification, Evaluation & Selection of new service providers, through the RFP process
- Assist with the transition of new providers
- Fee and expense negotiation
- Performance Monitoring & Evaluation (Historical & Ongoing)
- Investment Alternatives Design, Analysis & Implementation
- Investment Contract & Stable Value Fund Analysis & Implementation

Asset Strategies does not provide investment management services nor does ADVISER assume any form of discretionary trading authority to execute transactions. Clients or their

investment manager(s) retain authority to proxy-vote. Asset Strategies Portfolio Services, Inc. does not take custody of client's funds or securities.

Although Asset Strategies maintains regular contact with its' clients to review investments and ongoing needs, the client is obligated to contact Asset Strategies promptly if there has been any change in current financial status or account information and to determine if a change in investment objectives is appropriate.

Investment Consulting Services provided by the firm may involve monitoring and review of portfolio assets (generally quarterly). Clients receive transaction statements from their investment managers as they occur, and receive monthly or quarterly statements from the custodian or brokerage firm. 'ADVISER' can prepare consolidated, quarterly investment performance analysis. The 'ADVISER' may make reports available through the Internet.

The 'ADVISER' offers complete investment consulting including advice on alternative investment opportunities. The 'ADVISER' may provide advice with regard to partnerships involving equipment leasing, receivables financing, REIT's or any other alternative investments. These vehicles are viewed as alternatives to engaging money managers to assemble a portfolio of segregated stocks and bonds. The 'ADVISER' limits advice to review of the offering document for suitability of the investment.

Asset Strategies offers its' consulting service packages tailored to each client's needs. Such customized service plans may include any of the aforementioned services, provided separately or in combination.

Clients may call our office during business hours to discuss directly with an Advisory Representative of Asset Strategies, the client's account, financial situation or investment needs.

Item 5 – Fees and Compensation

Fees for investment consulting and advice are based upon the amount of assets, complexity of services and individual circumstances. Fees may be modified based upon the nature of services to be provided or some other circumstance as identified by the 'ADVISER' and the client. All fees are subject to negotiation. The nature of services and fees are determined at the time of engagement and set forth in the service agreement.

Hourly fees are as follows:

\$445 – Managing Consultant
\$305 – Senior Consultant
\$185 – Analyst
\$120 – Administrative Staff

Annual retainer fees are as follows:

Minimum fee: \$25,000.00
.15 % on the first \$25 million
.10 % on the next \$75 million
Negotiable thereafter

The specific manner in which fees are charged by 'ADVISER' is established in a client's written agreement with 'ADVISER'. 'ADVISER' will bill its fees on a monthly, quarterly or

project basis. Clients may be billed concurrently or in arrears each billing period. Fees are not collected for services to be performed more than six months in advance. Where any portion of a fee is paid in advance (i.e., a retainer), unused fees will be promptly refunded after the effective date of termination.

Clients may elect to be billed directly for fees, or to authorize their custodian to directly pay the fees from client accounts. 'ADVISER' does not have supervisory or discretionary control over distribution of client assets for payment of its fees.

Both the 'ADVISER' and the client have the right to terminate the service engagement with 30 days written notice. Where 'ADVISER' has not delivered the appropriate ADV forms and disclosures to the client at least 48 hours prior to engagement, clients can terminate the agreement without fees due. Otherwise, clients will be invoiced for services provided up until the date of termination. Upon termination of any client relationship, any prepaid, unearned fees will be promptly refunded, and any earned, unpaid fees will be due and payable.

Item 6 – Performance-Based Fees and Side-By-Side Management

'ADVISER' does not charge performance-based fees as defined by the United States Securities and Exchange Commission's Investment Advisers Act of 1940. (fees based on a share of capital gains on or capital appreciation of the assets of a client).

The firms' fees represent fees for advisory services only. Clients may pay other fees associated with investment and/or trust accounts to unaffiliated service providers as chosen by the client. Such charges, fees and commissions are exclusive of and in addition to 'ADVISER's fee. 'ADVISER' shall not receive any portion of these commissions, fees, and costs.

Item 7 – Types of Clients

'ADVISER' provides investment consulting services and advice to corporate retirement, public retirement plan sponsors and other benefit plans, insurance risk pools, Taft-Hartley plans, not-for-profit institutions, foundations, endowments, municipalities, trust programs and other U.S. institutions.

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

"Investing in securities involves risk of loss that clients should be prepared to bear."

The nature of investment advisory services is dependent upon the needs and goals as identified by each client during an interview and data-gathering process. As it relates to the investment advisory services provided by Asset Strategies, no formal securities

“analysis” is undertaken. The ‘ADVISER’ provides advice and recommendations regarding investment classes. No specific securities recommendations are made to clients as part of the advisory process. In the event the ‘ADVISER’s input is solicited by the client during implementation, the ‘ADVISER’ may provide guidance on a case-by-case basis.

As it relates to the ‘ADVISER’s provision of asset allocation services, the ‘ADVISER’ relies both on its own quantitative research and the research and data supplied by others.

The main sources of information utilized by ‘ADVISER’ includes third party services, financial newspapers, trade magazines, research materials prepared by others, academic studies and information from the client, including, but not limited to, their investment objectives, experience and individual circumstances. Recommendations for investments will be based on publicly available reports and analysis.

Asset Strategies, through its provision of advisory services to clients, makes recommendations relating to investment asset classes. Investment strategies which the client chooses to utilize in the implementation of such advice could virtually take any form, depending upon the client’s particular circumstances and asset type involved. With regard to Asset Strategies’ asset allocation advice, recommendations are directly related to the client’s long and/or short-term objectives.

The investment strategies used to implement any advice given to clients may include assisting them with setting objectives for their funds, which takes into consideration such factors as their willingness to accept tradeoffs between risk and reward along the Capital Market Line. The security selection for meeting these objectives is left to the independent money manager hired by the client.

Item 9 – Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of ‘ADVISER’ or the integrity of ‘ADVISER’s management.

‘ADVISER’ has no disclosures to make, as there are not and have never been any disciplinary complaints, investigations or events applicable to this Item concerning Asset Strategies Portfolio Services, Inc.

Item 10 – Other Financial Industry Activities and Affiliations

Registered investment ‘ADVISER’s are required to disclose all financial industry activities and affiliations that may create a material conflict of interest with our clients’ interests.

Asset Strategies Portfolio Services, Inc. has no business activities or affiliations in conflict with our clients’ interest.

Item 11 – Code of Ethics

Asset Strategies Portfolio Services, Inc. has adopted and claims compliance with the CFA Institute Code of Ethics and Standards of Professional Conduct. This claim has not been verified by CFA Institute. 'ADVISED's clients or prospective clients may request a copy of the firm's Code of Ethics by contacting George Vitta, President and Chief Compliance Officer of the firm.

Acknowledging our role as co-fiduciary with our clients, Asset Strategies and its employees shall:

- Maintain knowledge of and comply with all applicable laws, rules, and regulations of any government, governmental agency, regulatory organization, licensing agency, or professional association governing its professional activities.
- Refuse to knowingly participate or assist in any violation of such laws, rules or regulations.
- Act with integrity, competence, dignity, and in an ethical manner when dealing with the public, clients, prospects and co-workers.
- Practice and encourage others to practice in a professional and ethical manner that will reflect credit on Asset Strategies, their employees and other professional consultants.
- Strive to maintain and improve their competence and the competence of others in the profession.
- Use reasonable care and exercise independent professional judgment.

'ADVISED' has adopted the CFA Code of Ethics and Standards of Professional Conduct for all employees of the firm. The Code describes the firm's high standard of business conduct, and fiduciary duty to its clients. The Code of Ethics includes provisions relating to the confidentiality of client information, a prohibition on insider trading, a prohibition of rumormongering, restrictions on the acceptance of significant gifts and the reporting of certain gifts and business entertainment items, and personal securities trading procedures, among other things. All supervised persons at 'ADVISED' must acknowledge the terms of the Code of Ethics annually, or as amended.

At no time will 'ADVISED' or any related person receive an added benefit or advantage over clients with respect to transactions. Asset Strategies does not participate in the execution of securities transactions for clients. However, the 'ADVISED' acknowledges its fiduciary responsibility to put client interests ahead of its own. The 'ADVISED' will maintain a record of personal securities transactions. All applicable rules of the Investment Advisers Act of 1940 will be strictly enforced. The Investment 'ADVISED' will not permit insider trading.

Item 12 – Brokerage Practices

'ADVISED' is required to disclose any "soft dollar benefits" it receives from relationships with broker-dealers. 'ADVISED' does not receive 'soft-dollar' benefits from anyone.

It is unlikely that 'ADVISER' would recommend brokerage service providers to clients. Clients utilize the investment manager or managers, broker/dealers, banks, and custodians of their choice. However, Advisory Representatives of Asset Strategies may offer general information regarding available service providers.

Item 13 – Review of Accounts

'ADVISER' reviews client accounts according to the terms of the consulting services contract. Generally, we recommend quarterly review. Investment performance is monitored for compliance with clients' investment policy, procedures and objectives and all regulatory requirements. Clients receive our written analysis and reports which include our conclusions and recommendations.

Our reports may vary from custodial statements or investment manager statements based on accounting procedures, reporting dates, or valuation methodologies of certain securities. All calculations and reporting are consistent with Global Investment Performance Standards (GIPS) as prescribed by the CFA Institute.

'ADVISER' does not have care, control or discretion over client funds.

Item 14 – Client Referrals and Other Compensation

Neither Asset Strategies Portfolio Services nor any of its Representatives receive referral fees or other compensation that pose a conflict of interest to its fiduciary obligations to the client.

Item 15 – Custody

Clients should receive at least quarterly statements from the broker dealer, bank or other qualified custodian that holds and maintains client's investment assets. 'ADVISER' urges you to carefully review such statements and compare such official custodial records to the reports that we may produce for you. Our statements may vary based on accounting procedures, reporting dates, or valuation methodologies of certain securities.

'ADVISER' does not have care, control or discretion over client funds.

Item 16 – Investment Discretion

'ADVISER' does not have care, control or discretion over client funds.

Item 17 – Voting *Client* Securities

As a matter of firm policy and practice, 'ADVISER' does not have authority to and does not vote proxies on behalf of advisory clients. Clients retain the responsibility for receiving and voting proxies for any and all securities maintained in client portfolios. 'ADVISER' may provide advice to clients regarding the clients' voting of proxies.

Item 18 – Financial Information

Registered investment advisers are required in this Item to provide you with certain financial information or disclosures about 'ADVISER's financial condition.

Asset Strategies Portfolio Services, Inc. does not have discretionary authority over any client assets. We do not receive, hold or disburse client assets. 'ADVISER' has no financial commitment nor anticipated events that may impair its ability to meet contractual and fiduciary commitments to clients. Asset Strategies Portfolio Services, Inc. has not been the subject of a bankruptcy proceeding.

Item 19 – Requirements for State-Registered Advisers

- A. State-Registered Investment Advisers are required to disclose all principal executive officers:

George H. Vitta, President and Chief Compliance Officer

Year of Birth: 1956

Education:

University of Michigan, B.A. / Economics
Wayne State University, M.B.A. / Finance

Business:

Asset Strategies Portfolio Services, Inc., Auburn Hills, MI, Consultant 1992 – Present

Designations/Licenses:

Independent Advisor Representative: Series 65

State-Registered Investment Advisers are required to disclose Investment Adviser Representatives:

George H. Vitta, President

Year of Birth: 1956

Education:

University of Michigan, B.A. / Economics
Wayne State University, M.B.A. / Finance

Business:

Asset Strategies Portfolio Services, Inc., Auburn Hills, MI, President
Registered Investment Adviser 1992 – Present

Designations/Licenses:

Independent Advisor Representative: Series 65

Katherine T. Ghannam, C.P.A., Consultant Year of Birth: 1955

Education:

University of Maryland, B.S./Accounting
The Pennsylvania State University, M.B.A./Finance

Business:

Asset Strategies Portfolio Services, Inc., Consultant 7/2010-Present
ArvinMeritor, Troy, MI, Sr. Financial Analyst/Program Manager 09/2007-12/2009
Kelly Services, Troy, MI, Accountant/Consultant 02/2007 – 09/2007
Heffernan & Associates, Farmington Hills, MI, Accountant 01/2002 – 01/2007

Designations/Licenses:

Certified Public Accountant, Washington, D.C. #3095
Independent Advisor Representative: Series 65

- B. 'ADVISER' devotes 100% of its time actively engaged in investment consulting services and advice.
- C. 'ADVISER' must specifically disclose that performance-based compensation may create an incentive for an adviser to recommend an investment that may carry a higher degree of risk to the *client*. 'ADVISER' does not charge performance-based fees as defined by the United States Securities and Exchange Commission's Investment Advisers Act of 1940. (fees based on a share of capital gains on or capital appreciation of the assets of a client).
- D. 'ADVISER' has never been involved in an event as listed below:
1. An award or otherwise being *found* liable in an arbitration claim alleging damages in excess of \$2,500, *involving* any of the following:
 - (a) an investment or an *investment-related* business or activity;
 - (b) fraud, false statement(s), or omissions;
 - (c) theft, embezzlement, or other wrongful taking of property;
 - (d) bribery, forgery, counterfeiting, or extortion; or
 - (e) dishonest, unfair, or unethical practices.

2. An award or otherwise being *found* liable in a civil, *self-regulatory organization*, or administrative *proceeding involving* any of the following:
 - (a) an investment or an *investment-related* business or activity;
 - (b) fraud, false statement(s), or omissions;
 - (c) theft, embezzlement, or other wrongful taking of property;
 - (d) bribery, forgery, counterfeiting, or extortion; or
 - (e) dishonest, unfair, or unethical practices.
- E. 'ADVISER' and its Investment Adviser Representatives have no relationship or arrangement with any issuer of securities.

George H. Vitta

Individual CRD # 2113540

**Investment Advisor Representative of
Asset Strategies Portfolio Services, Inc.**

2635 Lapeer Road

Auburn Hills, MI 48326-1926

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January 31, 2014

This Brochure Supplement provides information about George H. Vitta that supplements the Asset Strategies Portfolio Services, Inc. brochure. You should have received a copy of that Brochure. Please contact George Vitta at Asset Strategies Portfolio Services, Inc. if you did not receive our Brochure or if you have any questions about the contents of this supplement.

Additional information about Asset Strategies Portfolio Services, Inc. and George H. Vitta is available on the SEC's website at www.adviserinfo.sec.gov.



Independent, Professional Investment Consultants Since 1992.

Item 2- Educational Background and Business Experience

George H. Vitta, Consultant

Year of Birth: 1956

Education:

University of Michigan, B.A. / Economics
Wayne State University, M.B.A. / Finance

Business:

Asset Strategies Portfolio Services, Inc., Auburn Hills, MI, President
Registered Investment Adviser 1992 – Present

Designations/Licenses:

Independent Advisor Representative: Series 65

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

There are no legal or disciplinary events to disclose. No information is applicable to this Item.

Item 4- Other Business Activities

There are no other business activities to disclose.

Item 5- Additional Compensation

There is no additional compensation to disclose.

Item 6 - Supervision

Adviser has adopted the CFA Code of Ethics and Standards of Professional Conduct for all supervised persons of the firm. The Code describes the firm's high standard of business conduct, and fiduciary duty to its clients. The Code of Ethics includes provisions relating to the confidentiality of client information, a prohibition on insider trading, a prohibition of rumor mongering, restrictions on the acceptance of significant gifts and the reporting of certain gifts and business entertainment items, and personal securities trading procedures, among other things. All supervised persons at the Adviser firm must acknowledge the terms of the Code of Ethics annually, or as amended. Supervision of consulting services and compliance oversight is provided by:

George H. Vitta, President and Chief Compliance Officer
Asset Strategies Portfolio Services, Inc.
2635 Lapeer Road, Auburn Hills, MI 48326-1926

Item 7- Requirements for State-Registered Advisers

There are no further disclosures to be made.

Katherine T. Ghannam, C.P.A.

Individual CRD # 2138610

**Investment Advisor Representative for
Asset Strategies Portfolio Services, Inc.**

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January 31, 2014

This Brochure Supplement provides information about Katherine T. Ghannam, C.P.A. that supplements the Form ADV Part 2A of Asset Strategies Portfolio Services, Inc. brochure. You should have received a copy of that brochure. Please contact George Vitta and/or Asset Strategies Portfolio Services, Inc. if you did not receive our Brochure or if you have any questions about the contents of this supplement.

Additional information about Katherine T. Ghannam, C.P.A. and Asset Strategies Portfolio Services, Inc. is available on the SEC's website at www.adviserinfo.sec.gov.



Independent, Professional Investment Consultants Since 1992.

Item 2- Educational Background and Business Experience

Katherine T. Ghannam, C.P.A., Consultant Year of Birth: 1955

Education:

University of Maryland, B.S./Accounting
The Pennsylvania State University, M.B.A./Finance

Prior Employment or Line of Business:

ArvinMeritor, Troy, MI, Sr. Financial Analyst/Program Manager 09/2007-12/2009
Kelly Services, Troy, MI, Accountant/Consultant 02/2007 – 09/2007
Heffernan & Associates, Farmington Hills, MI, Accountant 01/2002 – 01/2007

Designations/Licenses:

Certified Public Accountant, Washington, D.C. #3095
Independent Advisor Representative: Series 65

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

There are no legal or disciplinary events to disclose. No information is applicable to this Item.

Item 4- Other Business Activities

Registered investment advisers are required to disclose all material facts regarding any other business activities that would be material to your evaluation of each supervised person providing investment advice.

There are no other business activities to disclose. No information is applicable to this Item.

Item 5- Additional Compensation

Registered investment advisers are required to disclose all material facts regarding any compensation received in addition to consulting fees that would be material to your evaluation of each supervised person providing investment advice.

There is no additional compensation to disclose. No information is applicable to this Item.

Item 6 - Supervision

Adviser has adopted the CFA Code of Ethics and Standards of Professional Conduct for all supervised persons of the firm. The Code describes the firm's high standard of business conduct, and fiduciary duty to its clients. The Code of Ethics includes provisions relating to the confidentiality of client information, a prohibition on insider trading, a prohibition of rumor mongering, restrictions on the acceptance of significant gifts and the reporting of certain gifts and business entertainment items, and personal securities trading procedures, among other things. All supervised persons at the Adviser firm must acknowledge the terms of the Code of Ethics annually, or as amended.

Katherine T. Ghannam is supervised by George H. Vitta, President/Chief Compliance Officer.

Item 7- Requirements for State-Registered Advisers

Katherine T. Ghannam is a registered Investment Advisor Representative with the State of Michigan. There are no further disclosures to be made.