

**KFA PRIVATE WEALTH GROUP WRAP PROGRAM**

Sponsored by

**KFA PRIVATE WEALTH GROUP, LLC**

*a Registered Investment Adviser*

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This brochure provides information about the qualifications and business practices of KFA Private Wealth Group, LLC (hereinafter “KFA Private Wealth Group” or the “Firm”). If you have any questions about the contents of this brochure, please contact the Firm at the telephone number listed above. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission (SEC) or by any state securities authority. Additional information about the Firm is available on the SEC’s website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). The Firm is a registered investment adviser. Registration does not imply any level of skill or training.

**Item 2. Material Changes**

KFA Private Wealth Group has not yet filed an annual updating amendment using the Form ADV Part 2A. Therefore there are no material changes to report.

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## Item 4. Advisory Business

The KFA Private Wealth Group Wrap Program (the “Program”) is an investment advisory program sponsored by KFA Private Wealth Group. Substantially all of the Firm’s business is run through the Program, but the Firm may offer financial planning, consulting, and investment management services under different arrangements than those described herein. Prior to KFA Private Wealth Group rendering any of the foregoing advisory services, clients are required to enter into one or more written agreements with KFA Private Wealth Group setting forth the relevant terms and conditions of the advisory relationship (the “Advisory Agreement”).

KFA Private Wealth Group has been owned by John R. Fennig, Jr., and Gregg S. Konopaske since October 29, 2015. As of January 5, 2016, KFA Private Wealth Group has \$85,800,000 in discretionary assets under management and \$103,400,000 in non-discretionary assets under management.

While this brochure generally describes the business of KFA Private Wealth Group, certain sections also discuss the activities of its Supervised Persons, which refer to the Firm’s officers, partners, directors (or other persons occupying a similar status or performing similar functions), employees or any other person who provides investment advice on KFA Private Wealth Group’s behalf and is subject to the Firm’s supervision or control.

### Description of the Program

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The Program is offered as a wrap fee program, which provides clients with the ability to trade in certain investment products without incurring separate brokerage commissions or transaction charges. A wrap fee program is considered any arrangement under which clients receive investment advisory services (which may include portfolio management or advice concerning the selection of other investment advisers) and the execution of client transactions for a specified fee or fees not based upon transactions in their accounts. Clients must also open a new securities brokerage account and complete a new account agreement with Fidelity Institutional Wealth Services (“Fidelity”), or another broker-dealer that KFA Private Wealth Group approves under the Program (collectively “Financial Institutions”).

At the onset of the Program, clients complete an investor profile describing their individual investment objectives, liquidity and cash flow needs, time horizon and risk tolerance, as well as any other factors pertinent to their specific financial situations. After an analysis of the relevant information, KFA Private Wealth Group assists its clients in developing an appropriate strategy for managing their assets. Clients’ investment portfolios are generally managed on a discretionary or non-discretionary basis by KFA Private Wealth Group’s investment adviser representatives or an independent investment manager (collectively “Independent Managers”), as recommended or selected by KFA Private Wealth Group. KFA Private Wealth

Group and/or the Independent Managers generally allocates clients' assets among the various investment products available under the Program, as described further in Item 6 (below).

## **Fees for Participation in the Program**

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The Program is offered on a fee basis, meaning participants pay a single annualized fee based upon assets under management ("Program Fee").

This Program Fee generally varies between 0.50% and 1.75%, depending upon the size and composition of a client's portfolio and the type of services rendered. The annual fee is prorated and charged monthly, in arrears, based upon the market value of the average daily account balance. Since the asset-based fee is determined by average daily account balance, if assets are deposited into or withdrawn from an account after the inception of a quarter, the base fee payable with respect to such assets is adjusted accordingly. For the initial period of an engagement, the fee is calculated on a *pro rata* basis. In the event the advisory agreement is terminated, the fee for the final billing period is prorated through the effective date of the termination and the outstanding or unearned portion of the fee is charged or refunded to the client, as appropriate.

KFA Private Wealth Group generally charges as fixed or asset-based fee to provide clients with retirement plan consulting services (as discussed below). Each engagement is individually negotiated and tailored to accommodate the needs of the individual plan sponsor, as memorialized in the Agreement. These fees vary, based on the scope of the services to be rendered.

## **Fee Comparison**

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As referenced above, a portion of the fees paid to KFA Private Wealth Group are used to cover the securities brokerage commissions and transactional costs attributed to the management of its clients' portfolios, as well as the fees charged by the Independent Managers engaged to provide services under the Program.

Services provided through the Program may cost clients more or less than purchasing these services separately. The number of transactions made in clients' accounts, as well as the commissions charged for each transaction, determines the relative cost of the Program versus paying for execution on a per transaction basis and paying a separate fee for advisory services. Fees paid for the Program may also be higher or lower than fees charged by other sponsors of comparable investment advisory programs.

## **Fee Discretion**

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KFA Private Wealth Group, in its sole discretion, may negotiate to charge a lesser fee based upon certain criteria, such as anticipated future earning capacity, anticipated future additional assets, dollar amount of

assets to be managed, related accounts, account composition, pre-existing/legacy client relationship, account retention and pro bono activities.

## **Other Charges**

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In addition to the advisory fees paid to KFA Private Wealth Group, clients may also incur certain charges imposed by other third parties, such as broker-dealers, custodians, trust companies, banks and other financial institutions. These additional charges may include fees attributable to alternative assets, reporting charges, margin costs, charges imposed directly by a mutual fund or ETF in a client's account, as disclosed in the fund's prospectus (e.g., fund Program Fees and other fund expenses), fees and commission for assets not held with Pershing (such as 401(k) or 529 plan assets), deferred sales charges, odd-lot differentials, transfer taxes, wire transfer and electronic fund fees.

## **Direct Fee Debit**

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Clients generally provide KFA Private Wealth Group and/or certain Independent Managers with the authority to directly debit their accounts for payment of the investment advisory fees. The Financial Institutions that act as the qualified custodian for client accounts, from which the Firm retains the authority to directly deduct fees, have agreed to send statements to clients not less than quarterly detailing all account transactions, including any amounts paid to KFA Private Wealth Group. Alternatively, clients may elect to have KFA Private Wealth Group send a separate invoice for direct payment.

## **Account Additions and Withdrawals**

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Clients may make additions to and withdrawals from their account at any time, subject to KFA Private Wealth Group's right to terminate an account. Additions may be in cash or securities provided that the Firm reserves the right to liquidate any transferred securities or decline to accept particular securities into a client's account. Clients may withdraw account assets on notice to KFA Private Wealth Group, subject to the usual and customary securities settlement procedures. However, KFA Private Wealth Group designs its portfolios as long-term investments and the withdrawal of assets may impair the achievement of a client's investment objectives. KFA Private Wealth Group may consult with its clients about the options and implications of transferring securities. Clients are advised that when transferred securities are liquidated, they may be subject to transaction fees, fees assessed at the mutual fund level (e.g., contingent deferred sales charge) and/or tax ramifications.

## **Commissions and Sales Charges for Recommendations of Securities**

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Clients can engage certain persons associated with KFA Private Wealth Group (but not the Firm directly) to render securities brokerage services under a separate commission-based arrangement outside of the Program. Clients are under no obligation to engage such persons and may choose brokers or agents not affiliated with KFA Private Wealth Group.

Under this arrangement, the Firm's Supervised Persons, in their individual capacities as registered representatives of Spire Securities, LLC. Spire Securities, LLC, may provide securities brokerage services and implement securities transactions under a separate commission based arrangement. Supervised Persons may be entitled to a portion of the brokerage commissions paid to Spire Securities, LLC, as well as a share of any ongoing distribution or service (trail) fees from the sale of mutual funds. KFA Private Wealth Group may also recommend no-load or load-waived funds, where no sales charges are assessed. Prior to effecting any transactions, clients are required to enter into a separate account agreement with Spire Securities, LLC.

A conflict of interest exists to the extent that KFA Private Wealth Group recommends the purchase or sale of securities where its Supervised Persons receive commissions or other additional compensation as a result of the Firm's recommendation. The Firm has procedures in place to ensure that any recommendations made by such Supervised Persons are in the best interest of clients. For certain accounts covered by the Employee Retirement Income Security Act of 1974 ("ERISA") and such others that KFA Private Wealth Group, in its sole discretion, deems appropriate, KFA Private Wealth Group may provide its investment advisory services on a fee-offset basis. In this scenario, KFA Private Wealth Group may offset its fees by an amount equal to the aggregate commissions and 12b-1 fees earned by the Firm's Supervised Persons in their individual capacities as registered representatives of Spire Securities, LLC.

## **Compensation for Recommending the Program**

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KFA Private Wealth Group has no internal arrangements in place whereby persons recommending the Program are entitled to receive additional compensation as a result of clients' participation. A person recommending the Program will not earn more compensation than he or she would otherwise receive if a client elected another investment management program.

## **Item 5. Account Requirements and Types of Clients**

KFA Private Wealth Group offers services to individuals, trusts, estates, charitable organizations, corporations and business entities.

## **Minimum Account Requirements**

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KFA Private Wealth Group does not impose a stated minimum fee or minimum portfolio value for starting and maintaining an investment management relationship. Certain Independent Managers may, however, impose more restrictive account requirements and billing practices from the Firm. In these instances, KFA Private Wealth Group may alter its corresponding account requirements and/or billing practices to accommodate those of the Independent Managers.

## **Item 6. Portfolio Manager Selection and Evaluation**

Clients' investment portfolios are managed either directly by KFA Private Wealth Group or through the use of certain Independent Managers, as referenced above.

## **Portfolio Management Services**

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KFA Private Wealth Group manages client investment portfolios on a discretionary or non-discretionary basis. In addition, KFA Private Wealth Group may provide clients with wealth management services which includes a broad range of comprehensive financial planning and consulting services (as described below) as well as discretionary and/or non-discretionary management of investment portfolios.

KFA Private Wealth Group primarily allocates client assets among various mutual funds, exchange-traded funds ("ETFs"), individual debt and equity securities, real estate investment trusts ("REITs"), business development companies ("BDCs"), annuities (fixed and variable), and investment managers ("Independent Managers") in accordance with their stated investment objectives.

Where appropriate, the Firm may also provide advice about any type of legacy position or other investment held in client portfolios. Clients may engage KFA Private Wealth Group to manage and/or advise on certain investment products that are not maintained at their primary custodian, such as variable life insurance and annuity contracts and assets held in employer sponsored retirement plans and qualified tuition plans (i.e., 529 plans). In these situations, KFA Private Wealth Group directs or recommends the allocation of client assets among the various investment options available with the product. These assets are generally maintained at the underwriting insurance company or the custodian designated by the product's provider.

KFA Private Wealth Group tailors its advisory services to meet the needs of its individual clients and seeks to ensure, on a continuous basis, that client portfolios are managed in a manner consistent with those needs and objectives. KFA Private Wealth Group consults with clients on an initial and ongoing basis to assess their specific risk tolerance, time horizon, liquidity constraints and other related factors relevant to the management of their portfolios. Clients are advised to promptly notify KFA Private Wealth Group if there are changes in their



financial situation or if they wish to place any limitations on the management of their portfolios. Clients may impose reasonable restrictions or mandates on the management of their accounts if KFA Private Wealth Group determines, in its sole discretion, the conditions would not materially impact the performance of a management strategy or prove overly burdensome to the Firm's management efforts.

### *Use of Independent Managers*

As mentioned above, KFA Private Wealth Group may select certain Independent Managers to actively manage a portion of its clients' assets. The specific terms and conditions under which a client engages an Independent Manager may be set forth in a separate written agreement with the designated Independent Manager. In addition to this brochure, clients may also receive the written disclosure documents of the respective Independent Managers engaged to manage their assets.

KFA Private Wealth Group evaluates a variety of information about Independent Managers, which may include the Independent Managers' public disclosure documents, materials supplied by the Independent Managers themselves and other third-party analyses it believes are reputable. To the extent possible, the Firm seeks to assess the Independent Managers' investment strategies, past performance and risk results in relation to its clients' individual portfolio allocations and risk exposure. KFA Private Wealth Group also takes into consideration each Independent Manager's management style, returns, reputation, financial strength, reporting, pricing and research capabilities, among other factors.

KFA Private Wealth Group continues to provide services relative to the discretionary or non-discretionary selection of the Independent Managers. On an ongoing basis, the Firm monitors the performance of those accounts being managed by Independent Managers. KFA Private Wealth Group seeks to ensure the Independent Managers' strategies and target allocations remain aligned with its clients' investment objectives and overall best interests.

### *Financial Planning and Consulting Services*

KFA Private Wealth Group offers clients a broad range of financial planning and consulting services, which may include any or all of the following functions:

- Business Planning
- Cash Flow Forecasting
- Trust and Estate Planning
- Financial Reporting
- Investment Consulting
- Insurance Planning
- Educational Planning
- Retirement Planning
- Retirement Income Planning
- Risk Management
- Charitable Giving
- Distribution Planning
- Tax Planning
- Manager Due Diligence

In performing these services, KFA Private Wealth Group is not required to verify any information received from the client or from the client's other professionals (e.g., attorneys, accountants, etc.) and is expressly authorized to rely on such information. KFA Private Wealth Group may recommend clients engage the Firm for additional related services, its Supervised Persons in their individual capacities as insurance agents or registered representatives of a broker-dealer and/or other professionals to implement its recommendations. Clients are advised that a conflict of interest exists if clients engage KFA Private Wealth Group or its affiliates to provide additional services for compensation. Clients retain absolute discretion over all decisions regarding implementation and are under no obligation to act upon any of the recommendations made by KFA Private Wealth Group under a financial planning or consulting engagement. Clients are advised that it remains their responsibility to promptly notify the Firm of any change in their financial situation or investment objectives for the purpose of reviewing, evaluating or revising KFA Private Wealth Group's recommendations and/or services.

KFA Private Wealth Group may charge a fixed and/or hourly fee for providing financial planning and consulting services under a stand-alone engagement. These fees are negotiable, but generally range from \$500 to \$5,000 on a fixed fee basis and/or from \$100 to \$400 on an hourly basis, depending upon the scope and complexity of the services and the professional rendering the financial planning and/or the consulting services. If the client engages the Firm for additional investment advisory services, KFA Private Wealth Group may offset all or a portion of its fees for those services based upon the amount paid for the financial planning and/or consulting services.

The terms and conditions of the financial planning and/or consulting engagement are set forth in a separate agreement and KFA Private Wealth Group generally requires one-half of the fee (estimated hourly or fixed) payable upon execution of the Advisory Agreement. The outstanding balance is generally due upon delivery of the financial plan or completion of the agreed upon services. The Firm does not, however, take receipt of \$1,200 or more in prepaid fees in excess of six months in advance of services rendered.

## *Retirement Plan Consulting Services*

KFA Private Wealth Group also provides various consulting services to qualified employee benefit plans and their fiduciaries. This suite of institutional services is designed to assist plan sponsors in structuring, managing and optimizing their corporate retirement plans. Each engagement is individually negotiated and customized, and may include any or all of the following services:

- Plan Design and Strategy
- Plan Review and Evaluation
- Executive Planning & Benefits
- Investment Selection
- Plan Fee and Cost Analysis
- Plan Committee Consultation
- Fiduciary and Compliance
- Participant Education

As disclosed in the Advisory Agreement, certain of the foregoing services are provided by KFA Private Wealth Group as a fiduciary under the Employee Retirement Income Security Act of 1974, as amended ("ERISA"). In

accordance with ERISA Section 408(b)(2), each plan sponsor is provided with a written description of KFA Private Wealth Group's fiduciary status, the specific services to be rendered and all direct and indirect compensation the Firm reasonably expects under the engagement.

## **Side-By-Side Management**

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KFA Private Wealth Group does not provide any services for a performance-based fee (i.e., a fee based on a share of capital gains or capital appreciation of a client's assets).

## **Methods of Analysis and Investment Strategies**

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KFA Private Wealth Group helps build and protect investor wealth through strategic asset allocation, broad diversification with a focus on risk management. Each client's portfolio is driven by goal-based investing that addresses specific goals and objectives. Portfolios are designed to align with the client's time horizon, liquidity need, tax situation and risk capacity.

KFA Private Wealth Group advocates a mixture of passive and active management in client portfolios. Passive management is used to capture benchmark performance and control overall costs within the portfolio. Active management is used to capture excess return opportunities in less efficient market areas and during slow-growth or flat market environments. KFA Private Wealth Group believes that manager selection is paramount and that a long-term view is essential to optimize the impact of manager selection.

KFA Private Wealth Group generally buys the lowest cost share class available. Managing the internal expenses of a portfolio is instrumental in maximizing long-term returns for an investment. Combining cost efficient mutual funds with low cost Exchange Traded Funds (ETFs) creates a portfolio structure focused on providing the best solution to client investment goals.

KFA Private Wealth Group believes in broad diversification across and within asset classes. Typical portfolios will have allocations to:

- Large cap equities
- Mid cap equities
- Small cap equities
- International large cap equities
- Emerging market equities
- Core bonds/municipal bonds
- High yield bonds
- International/emerging market debt

Alternative asset classes and hedge fund strategies may also be incorporated in some portfolios to mitigate risk profiles that become prevalent during market fluctuations.

The final ingredient to successful implementation of the Firm's strategy is active client involvement. It is essential that KFA Private Wealth Group collect and keep up to date all relevant personal information, financial position, goals, risk tolerance and investment constraints. Working together as a team adds the final item of alignment necessary for successful navigation to financial goal achievement.

## **Risk of Loss**

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### *Market Risks*

Investing involves risk, including the potential loss of principal, and all investors should be guided accordingly. The profitability of a significant portion of KFA Private Wealth Group's recommendations and/or investment decisions may depend to a great extent upon correctly assessing the future course of price movements of stocks, bonds and other asset classes. There can be no assurance that KFA Private Wealth Group will be able to predict those price movements accurately or capitalize on any such assumptions.

### *Mutual Funds and ETFs*

An investment in a mutual fund or ETF involves risk, including the loss of principal. Mutual fund and ETF shareholders are necessarily subject to the risks stemming from the individual issuers of the fund's underlying portfolio securities. Such shareholders are also liable for taxes on any fund-level capital gains, as mutual funds and ETFs are required by law to distribute capital gains in the event they sell securities for a profit that cannot be offset by a corresponding loss.

Shares of mutual funds are generally distributed and redeemed on an ongoing basis by the fund itself or a broker acting on its behalf. The trading price at which a share is transacted is equal to a fund's stated daily per share net asset value ("NAV"), plus any shareholders fees (*e.g.*, sales loads, purchase fees, redemption fees). The per share NAV of a mutual fund is calculated at the end of each business day, although the actual NAV fluctuates with intraday changes to the market value of the fund's holdings. The trading prices of a mutual fund's shares may differ significantly from the NAV during periods of market volatility, which may, among other factors, lead to the mutual fund's shares trading at a premium or discount to actual NAV.

Shares of ETFs are listed on securities exchanges and transacted at negotiated prices in the secondary market. Generally, ETF shares trade at or near their most recent NAV, which is generally calculated at least once daily for indexed based ETFs and potentially more frequently for actively managed ETFs. However, certain inefficiencies may cause the shares to trade at a premium or discount to their pro rata NAV. There is also no guarantee that an active secondary market for such shares will develop or continue to exist. Generally, an ETF only redeems shares when aggregated as creation units (usually 20,000 shares or more). Therefore, if a liquid secondary market ceases to exist for shares of a particular ETF, a shareholder may have no way to dispose of such shares.

*Use of Independent Managers*

As stated above, KFA Private Wealth Group may select certain Independent Managers to manage a portion of its clients' assets. In these situations, KFA Private Wealth Group continues to conduct ongoing due diligence of such managers, but such recommendations rely to a great extent on the Independent Managers' ability to successfully implement their investment strategies. In addition, KFA Private Wealth Group generally may not have the ability to supervise the Independent Managers on a day-to-day basis.

*Real Estate Investment Trusts (REITs)*

KFA Private Wealth Group may recommend an investment in, or allocate assets among, various real estate investment trusts ("REITs"), the shares of which exist in the form of either publicly traded or privately placed securities. REITs are collective investment vehicles with portfolios comprised primarily of real estate and mortgage related holdings. Many REITs hold heavy concentrations of investments tied to commercial and/or residential developments, which inherently subject REIT investors to the risks associated with a downturn in the real estate market. Investments linked to certain regions that experience greater volatility in the local real estate market may give rise to large fluctuations in the value of the vehicle's shares. Mortgage related holdings may give rise to additional concerns pertaining to interest rates, inflation, liquidity and counterparty risk.

**Voting of Client Securities**

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KFA Private Wealth Group generally does not accept the authority to vote a client's securities (i.e., proxies) on their behalf. Clients receive proxies directly from the Financial Institutions where their assets are custodied and may contact the Firm at the contact information on the cover of this brochure with questions about any such issuer solicitations.

**Item 7. Client Information Provided to Portfolio Managers**

In this Item, KFA Private Wealth Group is required to describe the type and frequency of the information it communicates to the Independent Managers, if any, managing its clients' investment portfolios. Clients participating in the Program generally grant KFA Private Wealth Group the authority to discuss certain non-public information with the Independent Managers engaged to manage their accounts. Depending upon the specific arrangement, the Firm may be authorized to disclose various personal information including, without limitation: names, phone numbers, addresses, social security numbers, tax identification numbers and account numbers. KFA Private Wealth Group may also share certain information related to its clients' financial positions and investment objectives in an effort to ensure that the Independent Managers' investment decisions remain aligned with its clients' best interests. This information is

communicated on an initial and ongoing basis, or as otherwise necessary to the management of its clients' portfolios.

## **Item 8. Client Contact with Portfolio Managers**

In this Item, KFA Private Wealth Group is required to describe any restrictions on clients' ability to contact and consult with the portfolio managers managing their investment portfolios. There are no restrictions on clients' ability to correspond with KFA Private Wealth Group. Clients can generally contact the Independent Managers managing their portfolios through KFA Private Wealth Group by providing the Firm with written request and identification of the questions or issues to be discussed with the Independent Managers. After receiving the client's written request, KFA Private Wealth Group, at its sole discretion, may contact the Independent Managers for the client or arrange for the Independent Managers and the client to communicate directly.

## **Item 9. Additional Information**

### **Disciplinary Information**

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KFA Private Wealth Group has not been involved in any legal or disciplinary events that are material to a client's evaluation of its advisory business or the integrity of its management.

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

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This item requires investment advisers to disclose certain financial industry activities and affiliations.

#### *Registered Representatives of a Broker/Dealer*

Certain of the Firm's Supervised Persons are registered representatives of Spire Securities, LLC and may provide clients with securities brokerage services under a separate commission-based arrangement. This arrangement is described at length in Item 5.

#### *Licensed Insurance Agents*

A number of the Firm's Supervised Persons are licensed insurance agents and may offer certain insurance products on a fully-disclosed commissionable basis. A conflict of interest exists to the extent that KFA Private Wealth Group recommends the purchase of insurance products where its Supervised Persons may be entitled to insurance commissions or other additional compensation. The Firm has procedures in place

whereby it seeks to ensure that all recommendations are made in its clients' best interest regardless of any such affiliations.

#### *Related Accountant*

KFA Private Wealth Group does not render accounting services to clients. One of the Firm's Supervised Persons, John Fennig, is an accountant with the certified public accounting firm of Lucas Moreland and Associates. In the event a client requires certain tax or accounting services, the firm may recommend the services of Mr. Fennig. These services are rendered independent of KFA Private Wealth Group and pursuant to a separate agreement between the client and the accounting firm. The Firm does not receive any portion of the fees paid by the client to the accounting firm and does not receive a referral fee in connection with the accounting services that are rendered to its clients. There exists a conflict of interest to the extent that the Firm recommends the accounting services of Mr. Fennig.

#### **Code of Ethics**

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KFA Private Wealth Group has adopted a code of ethics in compliance with applicable securities laws ("Code of Ethics") that sets forth the standards of conduct expected of its Supervised Persons. KFA Private Wealth Group's Code of Ethics contains written policies reasonably designed to prevent certain unlawful practices such as the use of material non-public information by the Firm or any of its Supervised Persons and the trading by the same of securities ahead of clients in order to take advantage of pending orders.

The Code of Ethics also requires certain of KFA Private Wealth Group's personnel to report their personal securities holdings and transactions and obtain pre-approval of certain investments (*e.g.*, initial public offerings, limited offerings). However, the Firm's Supervised Persons are permitted to buy or sell securities that it also recommends to clients if done in a fair and equitable manner that is consistent with the Firm's policies and procedures. This Code of Ethics has been established recognizing that some securities trade in sufficiently broad markets to permit transactions by certain personnel to be completed without any appreciable impact on the markets of such securities. Therefore, under limited circumstances, exceptions may be made to the policies stated below.

When the Firm is engaging in or considering a transaction in any security on behalf of a client, no Supervised Person with access to this information may knowingly effect for themselves or for their immediate family (*i.e.*, spouse, minor children and adults living in the same household) a transaction in that security unless:

- the transaction has been completed;
- the transaction for the Supervised Person is completed as part of a batch trade with clients; or
- a decision has been made not to engage in the transaction for the client.

These requirements are not applicable to: (i) direct obligations of the Government of the United States; (ii) money market instruments, bankers' acceptances, bank certificates of deposit, commercial paper, repurchase agreements and other high quality short-term debt instruments, including repurchase agreements; (iii) shares issued by mutual funds or money market funds; and (iv) shares issued by unit investment trusts that are invested exclusively in one or more mutual funds.

Clients and prospective clients may contact KFA Private Wealth Group to request a copy of its Code of Ethics.

### **Account Reviews**

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KFA Private Wealth Group monitors client portfolios on a continuous and ongoing basis while regular account reviews (or the holdings in each client account) are conducted on at least a quarterly basis. Such reviews are conducted by the Firm's Principals or investment adviser representatives. All investment advisory clients are encouraged to discuss their needs, goals and objectives with KFA Private Wealth Group and to keep the Firm informed of any changes thereto. The Firm contacts ongoing investment advisory clients at least annually to review its previous services and/or recommendations and quarterly to discuss the impact resulting from any changes in the client's financial situation and/or investment objectives.

### **Account Statements and Reports**

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Clients are provided with transaction confirmation notices and regular summary account statements directly from the Financial Institutions where their assets are custodied. From time-to-time or as otherwise requested, clients may also receive written or electronic reports from KFA Private Wealth Group and/or an outside service provider, which contain certain account and/or market-related information, such as an inventory of account holdings or account performance. Clients should compare the account statements they receive from their custodian with any documents or reports they receive from KFA Private Wealth Group or an outside service provider.

### **Client Referrals**

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The Firm does not currently provide compensation to any third-party solicitors for client referrals.

### **Receipt of Economic Benefit and Brokerage Practices**

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KFA Private Wealth Group generally recommends that clients utilize the custody, brokerage and clearing services of Fidelity Institutional Wealth Services ("Fidelity") for investment management accounts.



Factors which KFA Private Wealth Group considers in recommending Fidelity or any other broker-dealer to clients include their respective financial strength, reputation, execution, pricing, research and service. In seeking best execution for client transactions, the Firm analyzes whether the transaction represents the best qualitative execution, taking into consideration the full range of a Financial Institution's services, including among others, the value of research provided, execution capability, commission rates and responsiveness.

Consistent with obtaining best execution, brokerage transactions may be directed to certain broker/dealers in return for investment research products and/or services which assist KFA Private Wealth Group in its investment decision-making process. The receipt of investment research products and/or services as well as the allocation of the benefit of such investment research products and/or services poses a conflict of interest because KFA Private Wealth Group does not have to produce or pay for the products or services.

KFA Private Wealth Group periodically and systematically reviews its policies and procedures regarding its recommendation of Financial Institutions in light of its duty to obtain best execution.

### **Software and Support Provided by Financial Institutions**

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KFA Private Wealth Group may receive without cost from Fidelity computer software and related systems support, which allow KFA Private Wealth Group to better monitor client accounts maintained at Fidelity. KFA Private Wealth Group may receive the software and related support without cost because the Firm renders investment management services to clients that maintain assets at Fidelity. The software and support is not provided in connection with securities transactions of clients (i.e., not "soft dollars"). The software and related systems support may benefit KFA Private Wealth Group, but not its clients directly. In fulfilling its duties to its clients, KFA Private Wealth Group endeavors at all times to put the interests of its clients first. Clients should be aware, however, that KFA Private Wealth Group's receipt of economic benefits from a broker/dealer creates a conflict of interest since these benefits may influence the Firm's choice of broker/dealer over another that does not furnish similar software, systems support or services.

Specifically, KFA Private Wealth Group may receive the following benefits from Fidelity:

- Credits to be used toward qualifying third-party service providers used in connection with the initial set up of the Firm's research, technology and software platforms;
- Receipt of duplicate client confirmations and bundled duplicate statements;
- Access to a trading desk that exclusively services its institutional traders;
- Access to block trading which provides the ability to aggregate securities transactions and then allocate the appropriate shares to client accounts; and
- Access to an electronic communication network for client order entry and account information.

## **Financial Information**

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KFA Private Wealth Group is not required to disclose any financial information due to the following:

- The Firm does not require or solicit the prepayment of more than \$1,200 in fees six months or more in advance of services rendered;
- The Firm does not have a financial condition that is reasonably likely to impair its ability to meet contractual commitments to clients; and
- The Firm has not been the subject of a bankruptcy petition at any time during the past ten years.