

Part 2A Appendix 1 of Form ADV: Wrap Fee Program Brochure
March 2020

Form ADV, Part 2A, Item 1

Cover Page



Contact Information

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FORM ADV PART 2A APPENDIX 1

WRAP FEE PROGRAM BROCHURE

This brochure provides information about the qualifications and business practices of Castle Wealth Management, LLC. ("Castle" or "Firm") If you have any questions about the contents of this brochure, please contact us at (561) 686-9604. 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 Castle Wealth Management, LLC is also available on the SEC's website at www.adviserinfo.sec.gov. (CRD# 118364) The SEC's web site also provides information about any persons affiliated with Castle Wealth Management who are registered, or are required to be registered, as investment advisor representatives of Castle Wealth Management.

Material Changes

Annual Update

The Material Changes section of this brochure will be updated annually or when material changes occur since the previous release of the Firm Brochure. Each year, we will ensure that you receive a summary of any material changes to this and subsequent brochures no later than 120 days after our fiscal year end (12/31). We will further provide you with our most recent brochure at any time at your request, without charge. You may request a brochure by contacting us at (561) 686- 9604.

Material Changes since the Last Update

The material changes in this brochure from the last annual updating amendment of Castle Wealth Management, LLC ("Castle") on 10/2019 are described below. Material changes include anything that are material to a client's or prospective client's evaluation of our advisory business or the integrity of our management.

The following material changes occurred since the last filing of Form ADV on 10/2019

Our office location moved

From 1400 Centrepark Blvd., Suite #900 West Palm Beach Florida 33401

To 201 Arkona Court West Palm Beach, Florida 33401

We added a Wrap Fee Program to our advisory services. Please refer to the information in this Wrap Fee Brochure for further details.

Currently, our Brochure may be requested free of charge by contacting Christina Worley, CPA/PFS, CFP®, CFA, Managing Member at (561) 686-9604 or by email at cworley@castlewm.com.

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Services, Fees and Compensation

Background Information

All client's fee structures are outlined in their agreements with Castle. The information provided below is a guideline of the fee structures. Castle reserves the right to modify the fee structure listed below.

Castle Wealth Management provides customized wealth management and financial planning services to high net worth families, individuals, businesses, trusts, and charitable entities. Our firm was incorporated on October 9, 1997 as P.F.S. Advisors, L.C. D/B/A Castle Wealth Management, being the successor firm of Worley and Worley, a Florida Registered Investment Advisory firm. At the end of 2018, our legal name was changed from P.F.S. Advisors, L.C. to Castle Wealth Management, LLC (herein after Castle). Castle is overseen by its Managing Member and Founder, Christina Worley CPA/PFS, CFP®, CFA. The firm is owned primarily by Christina Worley. Gary Sellari is also a minority owner. For the complete ownership details please see Form ADV Part 1 Schedule A Direct Owners and Executive Officers at adviserinfo.sec.gov

Assets Under Management

Our assets under management on a discretionary basis as of 12/31/2019 were \$310,276,476, and \$44,834,019 on a non-discretionary basis.

Our transactional flexibility provides product diversity, as well as offering Separate Account Managers (SMAs) that we monitor before approving. Castle Wealth Management sponsors and offers a wrap fee program. Here's what you can expect from us:

How We Earn Your Trust

Our continued success is a direct result of the relationships we build with our clients. We are devoted to helping our clients achieve financial success. We reinforce our commitment by providing personalized service, coupled with current financial knowledge to address your individual needs and circumstances. Furthermore, it is our policy to respond to all client correspondence in a prompt manner. Our team places a premium on client interaction. Our clients rely on us for all of their investment needs, large or small, business or personal.

Our Process

Castle provides Investment Supervisory Services, defined as giving continuous advice to a client or making investments on behalf of individual needs. Through careful discussion of goals and objectives based on client's needs, Castle develops a financial plan unique to each individual. Once a specialized Investment Policy Statement (IPS) is established, a portfolio is then generated to reflect the mutually agreed upon asset allocation contained in the IPS.

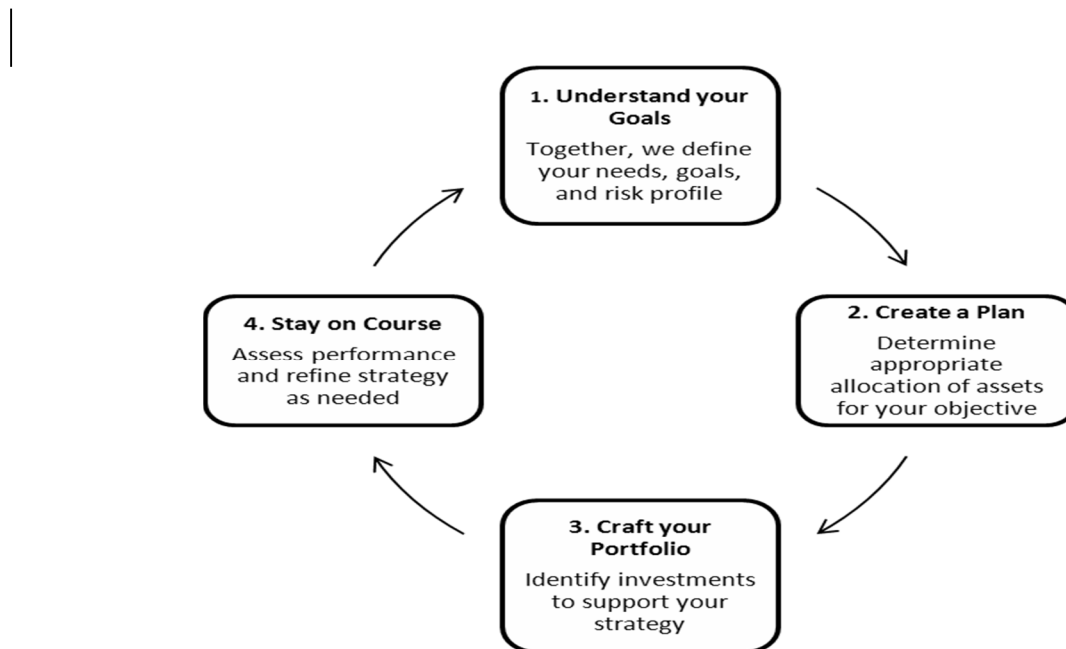
Each account managed by Castle is on a discretionary and/or non-discretionary basis as outlined in each household's IPS. Account supervision and monitoring is guided by the stated objectives contained in the IPS.

Portfolios managed by Castle may consist of one or all of the following: individual equities, bonds, variable annuities, mutual funds, exchange-traded funds, CDs, alternative investments, REITs and separately managed accounts. Variable annuities and mutual funds will be selected on the basis of any or all of the following: the fund's performance history, the industry sector, the track record of the fund manager, investment objectives and the overall management philosophy and fee structure.

Portfolio weighting between funds and market sectors will be determined by each client's IPS. Depending upon the risk tolerance and needs of the client, Castle may recommend the use of options (i.e. covered calls or protective puts). Clients will have the opportunity to place reasonable investment restrictions at any time based on risk tolerance. Individual ownership of assets remains with the client at all times, with brokerage accounts normally custodied at Schwab, TD Ameritrade Institutional and iShares (529-plans). We currently have two retirement plans custodied at Nationwide and Ascensus, at the client's request. We will use Equity Institutional, Millennium Trust and NuView IRA as custodians for non-standard IRA assets.

Castle seeks to provide that investment decisions are made in accordance with the fiduciary duties owed to its accounts and without consideration of Castle's economic, investment, or other financial interests. We shall attempt to avoid, among other things, investment trading practices that systematically advantage or disadvantage certain client portfolios. We shall seek fair and equitable allocation of investment opportunities/transactions among our clients to avoid favoring one over another over time.

In the below process, each client is led on a path towards helping them seek long-term financial success:



The personalized attention each client receives combined with a strong client-advisor relationship is what helps build the foundation to our success. Our goal with each client is to meet their long-term financial objectives through a multi-disciplinary approach. With principles of safety and soundness at the heart of every client relationship, Castle Wealth Management is able to continue leading its clients to a path of long-term financial success.

What's Right for You?

Once the financial review is complete and a financial plan agreed upon, we will work diligently to design an individualized asset allocation.

Our planning considers all client holdings, even those we may not manage directly. Our transactional flexibility provides product diversity, as well as offering Separate Account Managers (SMAs) that we monitor before approving. Here's what you can expect from us:

- Financial Planning, for as many specific goals as the client has, i.e. retirement, education, etc.
- Disciplined Portfolio Management

- Multigenerational Wealth Transfers
- Retirement & Estate Planning
- Insurance Reviews
- Asset Protection Planning
- Education Planning

Your Personalized Plan

For each client, Castle Wealth Management will produce a written individual Investment Policy Statement (IPS) reflecting an agreed-upon asset allocation. Once the agreement is signed, we start investing on your behalf as appropriate to seek to meet your objectives. We meet with you to provide a forum to discuss life changes that may have an effect on your financial plan, and to determine if any financial changes or adjustments are necessary. We also touch base with you to discuss the impact of current economic conditions on your portfolio. Ongoing portfolio reviews are conducted by our Investment Committee (IC). Adjustments may be made quarterly to ensure adherence to your asset allocation. We do not charge any additional fees for providing a financial plan to clients with more than \$500,000 in assets under management that are investment advisory clients.

Our Mission

We strive to help you achieve success by providing personalized attention and a commitment to service that addresses not only today's needs but tomorrow's plans. Our dedication to helping you achieve your financial goals means we place a premium on timeliness, thoroughness and accuracy.

Our Goal

We provide personalized service, coupled with current financial knowledge to address your individual needs and circumstances. We guide you on a successful path toward meeting your financial goals by utilizing our well documented plans, which are designed to focus on the big picture, not short-term market variations.

Why Clients Choose Us:

Objective Advice Investment

Diversity

Transparent Reporting (performance, fees) Tax

Efficient Portfolio Management

Multi-disciplined Team

Asset Management

We shall comply with the CFA® Institutes Asset Manager Code. The Asset Manager Code (the Code) outlines the ethical and professional responsibilities of firms that manage assets on behalf of clients. The principles and provisions address six broad categories: (1) loyalty to clients, (2) investment process and actions, (3) trading, (4) risk management, compliance, and support, (5) performance reporting and valuation, and (6) disclosures.

Financial Planning

We have a potential inherent conflict of interest whenever we provide Financial Planning services to a client that also has retained our Investment Advisory services. It could be in our best interest not to recommend paying down debt that would directly reduce the Assets Under Management that we manage and charge a percentage fee for. We mitigate this conflict by providing an overall plan suitable and in the best interest of the client.

Whenever we provide Financial Planning Services we shall adhere to the Code of Ethics and Standards of Conduct issued by the CFP Board. CFP Board's *Code of Ethics and Standards of Conduct* reflects the commitment that all CFP® professionals make to high standards of competency and ethics. CFP Board's *Code and Standards* benefits and protects the public, provides standards for delivering financial planning, and advances financial planning as a distinct and valuable

profession. Compliance with the *Code and Standards* is a requirement of CFP® certification that is critical to the integrity of the CFP® marks. Violations of the *Code and Standards* may subject a CFP® professional to discipline.

The CFP® professionals of Castle will also review the complete CFP Board Code of Ethics and Standards of Conduct and the Practice Standards to ensure proper implementation within the firm.

Wrap Fee Program

Castle offers portfolio management services to Wrap fee programs. We manage the wrap fee program portfolios the same we would any non-wrap fee portfolio. We receive a portion of the wrap-fee for our investment advisory services. Clients in the wrap fee program could have greater fees than those that have accounts in non-Wrap Fee Program accounts, however fees will not exceed the fee schedule stated in this Wrap Fee Brochure.

Fees and Compensation

All client's Fee Structures are outlined in their agreements with Castle. The information provided below is a guideline for the fee structures. Castle reserves the right to modify the fee structures listed below.

We believe as a result of a fee-based cost structure, Castle is able to provide objective advice and personalized recommendations unique to each individual. The annual fee for portfolio management will be charged as a percentage of assets under management, according to the sliding marginal rate schedule below:

<u>Assets under management</u>	<u>Annual Fee (%)</u>
\$0 - \$10,000,000	1.00%
Next \$10,000,000	0.50%
All Over \$20,000,000	0.25%

A minimum annual fee of \$2,000 for assets under management is required for this service. For certain account relationships Castle will aggregate related accounts (households) in order to meet this minimum annual fee requirement.

For 529 Accounts custodied at iShares we charge a flat 0.40% (unless above sliding fee is less). The iShares platform itself charges around 0.60%, and the ETF's selected expenses can be looked up online. When we set our rate, we were trying to set our fee so that the total of all the expenses to an iShares 529 would be approximately, on average, 1%. Accounts that are custodied at Schwab or TD Ameritrade Institutional that are only cash or money market funds are charged a flat 0.25% by Castle. Since money market interest rates depend on the custodian, money earned from interest may be low, and our fees could be more than the interest earned.

The fee charged is calculated as described above and not charged on the basis of a share of capital gains or capital appreciation on any portion of the client's funds (SEC Rule 205(a)(1)).

Depending on the schedule determined in the client agreement clients are generally direct debit billed in arrears at the end of each month or each quarter based upon the value (market value or fair market value in the absence of market value on the last trading day of the prior month or quarter, plus any credit balance or minus any debit balance), respectively. Fees are directly debited on a monthly or quarterly basis from client accounts. Some clients are billed in the same manner as stated above, however, they send payment via check.

Negotiability of Fees

In certain circumstances, our fees may be negotiable. Our minimum account size is \$500,000, but this is negotiable. A client agreement may be canceled at any time, by either party, for any reason upon receipt of 30 days written notice. It

is our policy to give a 30-day written notice when terminating a client. Upon termination of any account, prepaid and/or unearned fees will be promptly refunded while any earned, unpaid fees will be due and payable. The client has the right to terminate an agreement without penalty within five business days after entering into the agreement. All fees shall be prorated to the date 30 days after the termination receipt.

All investment advisory fees paid to Castle are separate and distinct from costs incurred by any third-party investment product or service such as mutual funds and exchange-traded funds to their shareholders. These expenses are described in each fund's prospectus and will usually consist of a management fee, other fund expenses, and possibly a distribution fee. If the fund also imposes sales charges, a client may pay an initial or deferred sales charge. Castle, nor any of our supervised persons receive any portion of the third-party fees, such as commissions, asset-based sales charges, or any services fees.

The fees not included in the advisory fee for our wrap services are charges imposed directly by a mutual fund, index fund, or exchange traded fund which shall be disclosed in the fund's prospectus (i.e., fund management fees and other fund expenses), fees for trades executed away from the custodian, mark-ups and mark-downs, spreads paid to market makers, wire transfer fees and other fees and taxes on brokerage accounts and securities transactions.

As Castle absorbs certain transaction costs in wrap fee accounts, the IA may have a financial incentive not to place transaction orders in those accounts since doing so increases its transaction costs. Thus, an incentive exists to place trades less frequently in a wrap fee arrangement.

Clients have the option of investing in a mutual fund directly, without the services of Castle. In that case, Castle would not facilitate the transaction and assist the client in determining the most appropriate mutual fund(s) based upon the unique financial situation of the individual. Accordingly, the client should review both the fees charged by the mutual funds and those of Castle to fully understand the total cost to be paid and the advisory services being provided.

Portfolio Management

Castle does not have the discretion to choose a particular broker/dealer. Rather, the client must direct Castle as to the broker/dealer to be used in servicing that client account.

Any broker/dealer relationship which would adversely affect the servicing of the client may be denied by Castle.

Castle participates in the Schwab Institutional services program offered to independent investment advisors by Schwab, an unaffiliated FINRA-registered broker-dealer. As part of Schwab, Castle receives benefits it would not otherwise receive if investment advice was not offered. (See "Other Financial Industry Activities and Affiliations" for further information).

Castle participates in the TD Ameritrade Institutional program offered to independent investment advisors by TD Ameritrade Institutional, an unaffiliated FINRA-registered broker-dealer. As part of this program, Castle receives benefits it would not otherwise receive if investment advice were not offered.

Clients in need of brokerage and custodial services will have Schwab, TD Ameritrade Institutional, or iShares recommended to them, for the client to choose from.

Money Manager Search and Monitoring

Castle may perform management searches of various independent registered Investment advisors on behalf of a client only when Castle's clients so request. There is no obligation on behalf of the client to use any product or service offered by any independent registered investment advisor recommended by Castle. If Castle believes a particular independent adviser is performing inadequately, Castle may suggest the client contract with a different adviser (separate account manager). Under this scenario, Castle will assist the client in selecting a new adviser and then monitor that adviser's performance. The move to any new manager is solely at the discretion of the client. Castle charges fees for its selection and monitoring service in accordance with its standard AUM fee schedule on top of the fee the selected money manager charges.

Alternative Investments

Sourcing

The investment committee sources alternative investments, which include but are not limited to private equity, hedge funds and private debt, through various channels. These include investments referred by clients, and conferences. The offerings of units, shares or interests in private alternative investment vehicles (Funds) are not registered under the U.S. Securities Act of 1933, as amended (the "Securities Act"), and the Funds are not registered under the U.S. Investment Company Act of 1940, as amended (the "Investment Company Act"). Private Funds have additional risks including illiquidity and lack of disclosure when compared to public market securities. These risks are described in the offering documents of each investment and the investor agrees to bear such risks by executing the subscription documents. Some clients may own no private Funds, either because they are not Qualified or Accredited, or because they are not willing to accept the additional risks.

The Managing member leads the investment evaluation process and prepares a summary for investment committee review, frequently with staff assistance. Summary includes investment opportunity's overview, expected returns, terms and manager information. The summary, along with the investment vehicle documents, is submitted to the investment committee for review and approval. Once approved, the Managing Member and the financial planners inform clients who meet criteria below of private alternative investment vehicle (Fund) availability.

Client Criteria

Clients that have an Investment Policy Statement as defined under "Item 4 – Advisory Business: Our Process" section that calls for a target alternative investment allocation of at least 10% of assets under management are considered for non-liquid alternatives. Target minimum household size is \$2,000,000. Consulting and non-discretionary clients are not subject to the Client Criteria.

Castle seeks to diversify private alternative investments within the household's IPS. Minimum investment amounts range between \$100,000 and \$250,000. Castle will over time recommend putting at least two private investments in each household. New clients may be placed in liquid hedge fund vehicles from our approved list, the same as clients with investable assets under two million dollars, until approved and available investments are found.

Investors need to be either one of the following depending on the specific investment vehicle (Fund).

"Accredited Investor" as such term is defined in Rule 501(a) of Regulation D promulgated under the Securities Act.

- The Purchaser had individual annual income in excess of \$200,000, or joint annual income together with a spouse in excess of \$300,000, in each of the two most recent years for which the Purchaser has filed U.S. federal income tax returns.
- The Purchaser has an individual net worth, or a joint net worth together with a spouse, in excess of \$1,000,000. "Net worth" means total assets (excluding a primary residence) at fair market value less total liabilities. In calculating total liabilities, debt secured by the primary residence is included only to the extent that it (a) exceeds the fair market value of the residence or (b) was incurred during the last 60 days (unless incurred to acquire the residence)

"Qualified Purchaser" as such term is defined in Section 2(a)(51) of the Investment Company Act and the rules thereunder.

- A person with not less than \$5 million in investments
- A company with not less than \$5 million in investments owned by close family members
- A trust, not formed for the investment, with not less than \$5 million in investments
- An investment manager with not less than \$25 million under management
- A company with not less than \$25 million of investments
- A company (regardless of the amount of such company's Investments) beneficially owned exclusively by Qualified Purchasers.

Implementation

Castle submits subscription paperwork and funds on behalf of clients who approve of placement. Castle is listed as an additional contact for all clients invested to ensure Fund documents including statements are received and used for monitoring. Portfolio Manager maintains list of investors who meet criteria listed under "Client Criteria" section. Investment Committee maintains file of alternative investments approved and used on behalf of clients.

Billing

Clients are responsible for expenses charged by a specific investment vehicle (Fund) as outlined in each Fund's applicable confidential offering memorandum. Castle bills clients for alternative investments using its standard AUM fee schedule on the aggregate fair market value of the net assets of a Fund, in addition to the fund charges. Aggregate fair market value is obtained from statements issued by each Fund manager, usually on a monthly or quarterly basis. Castle bills on the most recent estimated market value available, sometimes using estimated returns supplied by the fund. There is a risk that billing may be inaccurate for a given month end and quarter end as actual statements with updated fair market values may be provided by Fund managers weeks after month and quarter end. We do recalculate a bill for a later adjustment to value by the fund management, we bill with the best estimates we have when we calculate our bills, usually during the next billing period.

Consulting Service

Clients may also receive investment advice on a more limited basis. This may include advice on only isolated area(s) of concern such as estate planning, retirement planning, or any other specific topic. Castle also provides consultation and administrative services regarding investment and financial concerns of the client.

All consulting recommendations made are not of a particular product or service offered by a broker-dealer or insurance company; rather, they are generic in nature. If a client wants us to help them execute a need for an insurance product, we utilize their preferred insurance agent. When the clients have none, we usually quote more than one, and include an online no-load or low-load provider.

We have turned down consulting engagements that are too small, and we prefer to give these services to only our existing clients, for which we charge no additional fees. We may stop providing these services on an hourly basis at any time.

Consulting fees will be charged in one or both of two ways:

1. As a fixed fee, typically ranging from \$2,500 and up, depending upon the nature and complexity of each client's circumstances along with the mutual agreement of the client. Half of this fee may be due upon the inception of the advisory relationship, with the balance remaining due upon completion of the consulting service. Portfolio Accounting fees are due and payable on a monthly basis. We charge a fixed monthly fee for our portfolio accounting services.
2. On an hourly basis, ranging from \$100 to \$450 per hour, depending on the nature and complexity of each client's circumstances as well as mutual agreement of the client. An estimate for total hours will be determined upon the start of the advisory relationship, with 50% of the related fee due upon inception of services. Any remaining balance (based on actual hours) would be paid upon completion of the consulting service.

Castle will not hold client funds greater than \$1,200 for more than six months in advance of completing the consulting service.

Account Requirements and Types of Clients

Castle provides financial planning services under the Wrap Fee Program to High Net worth individuals, individuals, pension and profit-sharing plans, trusts, estates, charitable organizations, and corporations.

Portfolio Manager Selection and Evaluation

Castle acts as the portfolio manager for a majority of the wrap fee program accounts on a discretionary or a non-discretionary basis. We use the same criteria to manage all the accounts, whether wrap or not at Castle.

Castle shall recommend un-affiliated managers to manage all or a portion of the client's portfolios. We shall select managers based on their ability to meet the client's objective. Castle shall review the un-affiliated managers reports on client's accounts to ensure the clients objectives are being met. We may recommend the termination or replacement of un-affiliated managers based on the objectives of the client and overall performance of the un-affiliated managers.

We measure the performance of all portfolios managed by us or any un-affiliated managers based on the ability to seek to meet the objectives of your portfolio.

The performance for Castle or any third-party may not be calculated on a uniform or consistent basis among all clients.

Advisory Business

Castle Wealth Management provides customized wealth management and financial planning services to high net worth families, individuals, businesses, trusts, and charitable entities. Our firm was incorporated on October 9, 1997 as P.F.S. Advisors, L.C. D/B/A Castle Wealth Management, being the successor firm of Worley and Worley, a Florida Registered Investment Advisory firm. At the end of 2018, our legal name was changed from P.F.S. Advisors, L.C. to Castle Wealth Management, LLC (herein after Castle). Castle is overseen by its Managing Member and Founder, Christina Worley CPA/PFS, CFP®, CFA. The firm is owned primarily by Christina Worley. Gary Sellari is also a minority owner. For the complete ownership details please see Form ADV Part 1 Schedule A Direct Owners and Executive Officers at adviserinfo.sec.gov

Castle Wealth Management provides investment advice and portfolio management services on a continuing basis, which may include the review of client investment objectives and goals, recommending asset allocation strategies of managed assets among investment products such as cash, stocks, mutual funds and bonds, annuities, and/or preparing written investment strategies. Our investment advice is tailored to meet our clients' needs and investment objectives. Clients may impose restrictions on investing in certain securities or types of securities (such as a product type, specific companies, specific sectors, etc.). Individual ownership of assets always remains with the client, with brokerage accounts normally custodied at Schwab, TD Ameritrade Institutional and iShares (529-plans). We currently have two retirement plans custodied at Nationwide, American Century and BlueStar at the client's request. We will use Equity Institutional, Millennium Trust and NuView IRA as custodians for non-standard IRA assets.

Castle Wealth Management provides investment advisory and other financial services through its Investment Advisory Representatives to accounts opened with Castle Wealth Management. Managed Accounts are available to individuals, pension and profit-sharing plans, trusts, estates, charitable organizations, and corporations.

Asset Management

Castle Wealth Management provides discretionary and non-discretionary investment advisory services to some of its clients through various managed account programs. Castle Wealth Management will assist clients in determining the suitability of the Managed Account Programs for the client. The Investment Advisory Representatives of the firm are compensated through a comprehensive single fee and the account may be assessed other charges associated with conducting a brokerage business. All investment advisory fees paid to Castle are separate and distinct from costs incurred by any third-party investment product or service such as mutual funds and exchange-traded funds to their shareholders. These expenses are described in each fund's prospectus and will usually consist of a management fee, other fund expenses, and possibly a distribution fee. If the fund also imposes sales charges, a client may pay an initial or deferred sales charge. Castle, nor any of our supervised persons receive any portion of the third-party fees, such as commissions, asset-based sales charges, or any services fees.

The firm and its portfolio managers under the supervision of the firm's Managing Partner/CCO, as appropriate, will be responsible for the following:

- Performing due diligence
- Recommending strategic asset and style allocations
- Providing research on investment product options, as needed
- Providing client risk profile questionnaire
- Obtaining investment advisory contract from client with required financial, risk tolerance, suitability and investment vehicle selection information for each new account
- Performing client suitability check on account documentation, reviewing the investment objectives and evaluating the investment vehicle selections
- Providing Firm Brochure (this document)

Castle may recommend a Wrap Fee Program for the client's account(s). A "Wrap Fee Program" for purposes of the SEC is a program under which investment advisory and brokerage execution services are provided for a single "wrapped" fee that is not based on the transactions in a client account. Castle provides discretionary investment advisory services to some of its clients through a Wrap Fee Program. Castle will assist clients in determining the suitability of the Wrap Fee Program for the client. Wrap Fee Program accounts recommended by Castle are not managed differently from non-Wrap Fee Program accounts. Because brokerage execution costs are included in the client's overall advisory fee, the client's fee may be greater than those that have accounts in non-Wrap Fee Program accounts, however fees will not exceed the fee schedule stated in this Wrap Fee Brochure. All clients with Wrap Fee Program accounts will be provided with this Wrap Fee Brochure. This Brochure is focused on Wrap Fee Program accounts.

Performance-Based Fees and Side by Side Management

Castle Wealth Management does not have any performance-based fee arrangements. (fees based on a share of capital gains on or capital appreciation of the assets of a client). "Side by Side Management" refers to a situation in which the same firm manages accounts that are billed based on a percentage of assets under management and at the same time manages other accounts for which fees are assessed on a performance fee basis. Because Castle has no performance-based fee accounts, it has no side-by-side management.

Methods of Analysis, Investment Strategies, and Risk of Loss

Our success is a direct result of the relationships we build with our clients. Our goal is to provide personalized service with current financial knowledge to address clients' individual overall needs and financial goals.

Once an in-depth financial review of the client is completed, Castle develops individualized asset allocation. We use a software application that utilizes modern portfolio theory to assist us. Often times, any account holdings not managed directly by the firm will be taken into consideration in order to maximize returns and minimize potential tax implications.

Asset allocation among clients' portfolios is well diversified in order to reduce the inherent market risk of equity backed securities. Castle will create a portfolio based on the individualized IPS created during the initial phase of financial planning. Clients reserve the right to place reasonable restrictions on the types of investments used during this process based on risk tolerance. Individual ownership of assets will always be retained by the client.

Examples of methodologies that our investment strategies may incorporate include:

Asset Allocation – Asset Allocation is a broad term used to define the process of selecting a mix of asset classes and the efficient allocation of capital to those assets by matching rates of return to a specified and quantifiable tolerance for risk. Asset Allocation has the potential of all the risks listed below.

Dollar-Cost Averaging – Dollar-cost averaging is the technique of buying a fixed dollar amount of securities at regularly scheduled intervals, regardless of the price per share. This will gradually, over time, decrease the average share price of the security. Dollar-cost averaging lessens the risk of investing a large amount in a single investment at the wrong time. Dollar-Cost Averaging has the potential of all the risks listed below.

Technical Analysis – involves studying past price charts, patterns and trends in the financial markets to predict the direction of both the overall market and specific stocks. Technical Analysis has the potential of all the risks listed below.

Long-Term Purchases – securities purchased with the expectation that the value of those securities will grow over a relatively long period of time, generally greater than one year. Long-Term Purchases have the potential of all the risks listed below.

Short-Term Purchases – securities purchased with the expectation that they will be sold within a relatively short period of time, generally less than one year, to take advantage of the securities' short-term price fluctuations. Short-term Purchases primarily have the potential of Market Risk, Business Risk, and Liquidity Risk as listed below.

Our strategies and investments may have unique and significant tax implications. Regardless of your account size or other factors, we strongly recommend that you continuously consult with a tax professional prior to and throughout the investing of your assets.

Investing in securities involves risk of loss that clients should be prepared to bear. Although we manage your portfolio with strategies and in a manner consistent with your risk tolerances, there can be no guarantee that our efforts will be successful. You should be prepared to bear the risk of loss.

All investments involve the risk of loss, including (among other things) loss of principal, a reduction in earnings (including interest, dividends, and other distributions), and the loss of future earnings. Regardless of the methods of analysis or strategies suggested for your particular investment goals, you should carefully consider these risks, as they all bear risks.

Castle's primary goal for investing is to help the client maintain purchasing power over the long term. This may result in short term variability and loss of principal. Time horizon and risk tolerance are key determinates of the proper asset allocation. Castle's approach focuses on taking appropriate risks for which clients are compensated (i.e. market risk) and seeking to limit or eliminate risks that do not provide compensation over the long term (i.e. individual stock risk or lack of portfolio risk).

Below are some more specific risks of investing:

Market Risk. The prices of securities in which clients invest may decline in response to certain events taking place around the world, including those directly involving the companies whose securities are owned by the client or an underlying fund; conditions affecting the general economy; overall market changes; local, regional or global political, social or economic instability; and currency, interest rate and commodity price fluctuations. Investors should have a long-term perspective and be able to tolerate potentially sharp declines in market value.

Management Risk. Castle 's investment approach may fail to produce the intended results. If our perception of the performance of a specific asset class or underlying fund is not realized in the expected time frame, the overall performance of client's portfolio may suffer.

Equity Risk. Equity securities tend to be more volatile than other investment choices. The value of an individual mutual fund or ETF can be more volatile than the market as a whole. This volatility affects the value of the client's overall portfolio. Small- and mid-cap companies are subject to additional risks. Smaller companies may experience greater volatility, higher failure rates, more limited markets, product lines, financial resources, and less management experience than larger companies. Smaller companies may also have a lower trading volume, which may disproportionately affect their market price, tending to make them fall more in response to selling pressure than is the case with larger companies.

Fixed Income Risk. The issuer of a fixed income security may not be able to make interest and principal payments when due. Generally, the lower the credit rating of a security, the greater the risk that the issuer will default on its obligation. If a rating agency gives a debt security a lower rating, the value of the debt security will decline because investors will demand a higher rate of return. As nominal interest rates rise, the value of fixed income securities is likely to decrease. A nominal interest rate is the sum of a real interest rate and an expected inflation rate.

Municipal Securities Risk. The value of municipal obligations can fluctuate over time, and may be affected by adverse political, legislative and tax changes, as well as by financial developments that affect the municipal issuers. Because many municipal obligations are issued to finance similar projects by municipalities (e.g., housing, healthcare, water and sewer projects, etc.), conditions in the sector related to the project can affect the overall municipal market. Payment of municipal obligations may depend on an issuer's general unrestricted revenues, revenue generated by a specific project, the operator of the project, or government appropriation or aid. There is a greater risk if investors can look only to the revenue generated by the project. In addition, municipal bonds generally are traded in the "over-the-counter" market among dealers and other large institutional investors. From time to time, liquidity in the municipal bond market (the ability to buy and sell bonds readily) may be reduced in response to overall economic conditions and credit tightening.

Investment Companies Risk. When a client invests in open end mutual funds or ETFs, the client indirectly bears its proportionate share of any fees and expenses payable directly by those funds. Therefore, the client will incur higher expenses, many of which may be duplicative. In addition, the client's overall portfolio may be affected by losses of an underlying fund and the level of risk arising from the investment practices of an underlying fund (such as the use of derivatives). ETFs are also subject to the following risks: (i) an ETF's shares may trade at a market price that is above or below their net asset value; (ii) the ETF may employ an investment strategy that utilizes high leverage ratios; or (iii) trading of an ETF's shares may be halted if the listing exchange's officials deem such action appropriate, the shares are de-listed from the exchange, or the activation of market-wide "circuit breakers" (which are tied to large decreases in stock prices) halts stock trading generally. Castle has no control over the risks taken by the underlying funds.

Cybersecurity. The technology systems of the firm and its respective service providers may be vulnerable to inadvertent or deliberate interruption and consequent damage from technical or human sources. In addition to natural catastrophes, service/power outages, and network or telecommunications failures, security breaches and intrusion by unauthorized persons could result in damage, disruption, and theft of data, including investor information. The firm has implemented cybersecurity procedures meant to address these risks. Nevertheless, given firm's fundamental dependence on technology, a cyber-attack or similar technology disruption could have a material adverse impact on Clients. Additionally, there are inherent limitations in cybersecurity policies and procedures and controls including the possibility that certain risks have not been identified. firm has conducted limited due diligence and risk assessments of third-party providers. However, the firm is not able to control the cybersecurity plans, breach notifications, incident response plans and controls put in place by other services providers and/or the issuers in which the client invest. It is in the client's best interest to monitor all of his or her accounts on a regular basis and stay informed of cybersecurity best practices.

Voting Client Securities

As a matter of policy as of 2020 Castle shall not vote proxies for clients. Clients will instruct the custodian, via the custodial documentation to have all proxy material delivered to them. Castle shall assist with this documentation. As a courtesy to the clients and if requested by the client, Castle will provide assistance regarding the proxy.

In the event Castle Wealth Management does vote proxies for clients it shall have the fiduciary responsibility for (a) voting in a manner that is in the best interests of each of the clients, and (b) properly dealing with potential conflicts of interest arising from proxy proposals being voted upon.

The policies and procedures of Castle Wealth Management ("the Advisor") for voting proxies received for accounts managed by the Advisor are set forth below and are applicable if:

- The underlying advisory agreement entered into with the client expressly provides that the Advisor shall be responsible to vote proxies received in connection with the client's account; or
- The underlying advisory agreement entered into with the client is silent as to whether or not the Advisor shall be responsible to vote proxies received in connection with the client's account and the Advisor has discretionary authority over investment decisions for the client's account (except in the case of Separate Account Managers); or
- In case of an employee benefit plan, the client (or any plan trustee or other fiduciary) has not reserved the power to vote proxies in either the underlying advisory agreement entered with the client or in the client's plan documents.

These Proxy Voting Policies and Procedures are designed to ensure that proxies are voted in an appropriate manner and should complement the Advisor's investment policies and procedures regarding its general responsibility to monitor the performance and/or corporate events of companies which are issuers of securities held in managed accounts. Any questions about these policies and procedures should be directed to Christina Worley, CPA/PFS, CFP®, CFA.

Consistent with SEC Rule 206(4)-6, as amended, the Adviser shall take reasonable measures to inform its clients of (1) its proxy voting policies and procedures, and (2) the process or procedures clients must follow to obtain information regarding how the Adviser voted with respect to assets held in their accounts. This information may be provided to clients through the Adviser's Form ADV (Part 2A or Schedule H) disclosure or by separate notice to the client (or in the case of an employee benefit plan, the plan's trustee or other fiduciaries).

Christina Worley, CPA/PFS, CFP®, CFA (the "Responsible Party"), shall be designated by the Advisor to make discretionary investment decisions on behalf of the client and will be responsible for approving the voted proxies related to that client's account. The Responsible Party shall assume power to vote all proxies related to a client's account if any one of the three circumstances set forth earlier regarding proxy voting powers is applicable. The Responsible Party may utilize an outside Proxy voting service to assist and support this service. Currently we utilize Broadridge Proxy voting service to assist us in this work.

Prior to approving a vote, the Responsible Party will verify whether voting power is subject to any limitations or guidelines issued by the client (or in the case of an employee benefit plan, the plan's trustee or other fiduciaries).

If an actual or potential conflict is found to exist, written notification of the conflict (the "Conflict Notice") shall be given to the client or the client's designee (or in the case of an employee benefit plan, the plan's trustee or other fiduciary) in sufficient detail and with sufficient time to reasonably inform the client (or in the case of an employee benefit plan, the plan's trustee or other fiduciary) of the actual or potential conflict involved.

The Conflict Notice will either request the client's consent to the Advisor's vote recommendation or may request the client to vote the proxy directly or through another designee of the client. The Conflict Notice and consent thereto may be sent or received, as the case may be, by mail, fax, electronic transmission or any other reliable form of communication that may be recalled, retrieved, produced, or printed in accordance with the recordkeeping policies and procedures of the Advisor. If the client (or in the case of an employee benefit plan, the plan's trustee or other fiduciary) is unreachable or has not affirmatively responded before the response deadline for the matter being voted upon, the Advisor may:

- Engage a Non-Interested Party to independently review the Advisor's vote recommendation if the vote recommendation would fall in favor of the Advisor's interest (or any affiliate of the Advisor) to confirm that the Advisor's vote recommendation is in the best interest of each client under the circumstances;
- Cast its vote as recommended if the vote recommendation would fall against the Advisor's interest (or that

- of any affiliate of the Advisor) and such vote recommendation is in the best interest of the client under the circumstances; or
- Abstain from voting if such action is determined by the Advisor to be in the best interest of the client under the circumstances

The Responsible Party will promptly vote proxies received in a manner consistent with the Proxy Voting Policies and Procedures stated above and guidelines (if any) issued by client (or in the case of an employee benefit plan, the plan's trustee or other fiduciaries if such guidelines are consistent with ERISA).

The Advisor shall keep certain records required by applicable law in connection with its proxy voting activities for clients and shall provide proxy-voting information to clients upon their written or oral request.

Clients may obtain a copy of Castle Wealth Management's complete proxy voting policies and procedures upon request. Clients may also obtain information from Castle Wealth Management about how Castle voted any proxies on behalf of their account(s).

Castle shall conduct documented due diligence to ensure that any voting practices, including those of any third-party providers are meeting the objectives of each individual client.

Form ADV, Part 2A Appendix 1, Item 7

Client Information Provided to Portfolio Managers

Castle will directly provide the portfolio management services for the Wrap Fee Program accounts. As such, Castle receives all information provided by the Client through a formal Needs Analysis and consultation with the Client. Advice is provided through consultation with the client and may include: determination of financial objectives, identification of financial problems, cash flow management, tax planning, insurance review, investment management, education funding, retirement planning, and estate planning.

Where Castle utilizes other third-party portfolio managers Castle shall provide the third-party portfolio managers your holdings and information related to your account through the regular reporting platform.

Form ADV, Part 2A Appendix 1, Item 8

Client Contact With Portfolio Managers

There are no restrictions placed on Castle's clients' ability to contact and consult with their portfolio manager(s).

Form ADV, Part 2A Appendix 1, Item 9

Additional Information

Disciplinary Information

Registered investment advisors are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Castle Wealth Management or the integrity of the firm. Castle Wealth Management has no information to report applicable to this Item.

Other Financial Industry Activities and Affiliations

The Custodians and Brokers We Use:

We utilize Schwab, TD Ameritrade Institutional, iShares (for 529 plans), Nationwide (for retirement plans), Ascensus, Equity Institutional, Millennium Trust and NuView IRA as custodians. Equity Institutional, Millennium Trust and NuView IRA are used for non-standard IRA assets. Your assets must be maintained in an account at a “qualified custodian,” generally a broker-dealer or bank. We recommend that our clients use Schwab, TD Ameritrade Institutional or iShares, as the qualified Custodian. All custodians are FINRA-registered broker-dealers. We are independently owned and operated and not affiliated with any of these custodians. The custodians will hold your assets in a brokerage account and buy and sell securities when [we/you] instruct them to. While we recommend that you use one of these custodians, you will decide whether to do so and open your account with the custodian by entering into an account agreement directly with them. We do not open the account for you.

Castle is a participant of Schwab Advisor Services programs and TD Ameritrade Institutional programs. While there is no direct linkage between investment advice given and participation in these programs, economic benefits are received which would otherwise not be extended if our services were not rendered. Schwab Advisor Services (formerly called Schwab Institutional) is Schwab’s business serving independent investment advisory firms like us. TD Ameritrade Institutional provides similar services to independent financial advisors. They both provide us and our clients with access to its institutional brokerage – trading, custody, reporting and related services – many of which are not typically available to retail customers. Both also make available various support services. Some of those services help us manage or administer our clients’ accounts while others help us manage and grow our business.

Products & Services Available to Us From Schwab:

Schwab Advisor Services (formerly called Schwab Institutional) is Schwab’s business serving independent investment advisory firms like ours. They provide us and our clients with access to its institutional brokerage – trading, custody, reporting and related services – many of which are not typically available to Schwab retail customers. Schwab also makes available various support services. Some of those services help us manage or administer our clients’ accounts while others help us manage and grow our business. Schwab’s support services are generally available on an unsolicited basis and at no charge to us as long as we maintain a total of at least \$10 million of our clients’ assets in accounts at Schwab.

Services that Benefit Client

Schwab’s institutional brokerage services include access to a broad range of investment products, execution of securities transactions, and custody of client assets. The investment products available through Schwab include some to which we might not otherwise have access or that would require a significantly higher minimum initial investment by our clients. Schwab’s services described in this paragraph generally benefit clients or their account(s).

Services that May Not Directly Benefit Clients

Schwab also makes available to us other products and services that benefit us but may not directly benefit the client or their account(s). These products and services assist us in managing and administering our clients’ accounts. They include investment research, both Schwab’s own and that of third parties. We may use this research to service all or some substantial number of our clients’ accounts, including accounts not maintained at Schwab. In addition to investment research, Schwab also makes available software and other technology that:

- provides access to client account data (such as duplicate trade confirmations and account statements);
- facilitates trade execution and allocate aggregated trade orders for multiple client accounts;
- provides pricing and other market data;
- facilitates payment of our fees from our clients’ accounts; and
- assists with back-office functions, recordkeeping and client reporting.

Schwab also offers other services intended to help us manage and further develop our business enterprise. These services include:

- educational conferences and events
- technology, compliance, legal, and business consulting;
- publications and conferences on practice management and business succession; and
- access to employee benefits providers, human capital consultants and insurance providers.

Schwab may provide some of these services itself. In other cases, it will arrange for third-party vendors to provide the services to us. Schwab may also discount or waive its fees for some of these services or pay all or a part of a third party's fees.

Irrespective of direct or indirect benefits to our client through Schwab, we strive to enhance the client's experience, help reach their goals and put their interests before that of our firm or its associated persons.

Divine Blalock Martin and Sellari, LLC, Public Accounting Firm

Castle has received a significant number of referrals from the Public Accounting Firm "Divine Blalock Martin and Sellari, LLC" (DBMS). Our Investment Committee Member, Gary Sellari, CPA is the Tax Matters Partner of DBMS, and Mr. Sellari is a minority equity member of Castle and a majority equity member of DBMS. Mr. Sellari of DBMS joins us as a paid consultant weekly for our two-hour Account Review committee meeting, and Quarterly Investment Committee meetings. Mr. Sellari receives a referral fee for new client's referrals. The DBMS website is dbmscpa.com.

Each company is owned and operated independently from the other. As a result, there is never any obligation on behalf of the client to use one or both companies at the same time. Castle can be paid for referring new clients to DBMS, which fee does not increase the accounting fees paid by the client to the accounting firm. Castle Wealth Management is aware of the special considerations promulgated under Section 206(4)-3 of the Investment Advisers Act of 1940. (Cash Payments for Client Solicitations) As such, all applicable Federal and/or State laws will be observed, and appropriate disclosures made.

Other Professional Section 206(4)-3 referral sources.

Castle's highly customized, integrated approach to wealth management includes working closely with accounting, legal, and insurance firms. We have made arrangements with these and other professional referral sources(Solicitors) to pay them up to a 10% referral fee. This in no way increases the fees the client is charged. All applicable Federal and or State laws are observed, and appropriate disclosures are made.

Please refer to Item 14 Client Referrals and Other Compensation for further information.

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

Castle Wealth Management has adopted a Code of Ethics and Professional Responsibility for all supervised persons of the firm describing its high standard of business conduct, and fiduciary duty to its clients. The Code of Ethics and Professional Responsibility 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 Castle Wealth Management must acknowledge the terms of the Code of Ethics and Professional Responsibility. The firm abides by the CFA Institute's Asset Manager Code of Professional Conduct and employees abide by the CFP® Board's Code of Ethics and Professional Responsibility and the CFA Institute's Code of Ethics & Standards of Professional Conduct.

Castle Wealth Management anticipates that, in appropriate circumstances, consistent with clients' investment objectives, it will cause accounts over which Castle has management authority to effect and will recommend to investment advisory clients or prospective clients, the purchase or sale of securities in which Castle, its affiliates and/or clients, directly or indirectly, have a position of interest.

Subject to satisfying this policy and applicable laws, officers, directors and employees of Castle Wealth Management and its affiliates may trade for their own accounts in securities which are recommended to and/or purchased for Castle Wealth Management clients. Both Codes of Ethics are designed to assure that the personal securities transactions, activities and interests of the employees of Castle Wealth Management will not interfere with (i) making decisions in the best interest of advisory clients and (ii) implementing such decisions while, at the same time, allowing employees to invest for their own accounts. Under the Codes, the firm or individuals associated with Castle may buy or sell securities identical to those recommended to customers for their personal accounts. In addition, any related person(s) may have an interest or position in a certain security(ies) which may also be recommended to a client.

It is the expressed policy of Castle that no person employed by us may purchase or sell any equity security (excluding open-ended mutual funds) for a period of 24 hours prior to a transaction(s) being implemented for an advisory account, and therefore, preventing such employees from benefitting from transactions placed on behalf of advisory accounts. It is a general firm policy that equity trades by firm employees should be prescreened by the compliance officer.

As these situations present a conflict of interest, Castle has established the following restrictions in order to ensure it meets its fiduciary responsibilities:

1. A member, manager, or employee of Castle shall not buy or sell securities for their personal portfolio(s) where their decision is substantially derived, in whole or in part, by reason of his or her employment unless the information is also available to the investing public on reasonable inquiry. No person of Castle shall prefer his or her own interest to that of the advisory client. Castle employees may take participation in block trades of large bond positions, normally as an aid to the firm in reaching a round lot for these purchases.
2. Castle maintains a list of all securities holdings for itself, and anyone associated with this advisory practice with access to advisory recommendations. These holdings are reviewed and approved on a quarterly basis by the Investment Committee (IC).
3. Castle emphasizes the unrestricted right of the client to decline to implement any advice rendered, except in situations where Castle is granted discretionary authority of the client's account. Usually clients' written wishes are honored.
4. Castle requires all individuals act in accordance with all applicable Federal and State regulations governing registered investment advisory practices.
5. Any individual not in observance of the above may be subject to termination.
6. The CCO is responsible for monitoring the activities of the staff to ensure compliance with the code of ethics.

Castle Wealth Management's clients or prospective clients may request a copy of the firm's Code of Ethics and Professional Responsibility by contacting Christina Worley, CPA/PFS, CFP®, CFA - Managing Member.

Review of Accounts

While the underlying securities within Castle's Portfolio Management client accounts are monitored, these accounts will be formally reviewed by Account Review Committee. Account Review committee consists of a least Christina Worley, CPA/PFS, CFP®, CFA, the Financial Planner for the account, and the trader on the account. More frequent reviews may be triggered by material changes in variables such as the client's individual circumstances, or the market, political or economic environment. Client portfolios and asset allocations are reviewed by the account review committee at least annually for the smallest accounts, to quarterly for our largest accounts.

The purpose of the Investment Committee is to review and approve or change the ranking of the funds approved for the quarter in the Recommended Funds list.

Clients are currently reviewed during Account Review based on the following schedule:

Annualized Fees	Reviewed
\$30,000 and up	6 times annually (Titanium)
\$22,500-\$30,000	4 times annually (Platinum)
\$15,000-\$22,500	3 times annually (Gold)
\$7,500-\$15,000	2 times annually (Silver)
<less than \$7,500	1 time annually (Bronze)

Regular Reports Provided to Clients

Portfolio Management

In addition to the monthly statements and confirmations of transactions Portfolio Management clients receive from their broker-dealer, Castle will provide quarterly reports to clients consisting of internal rates of return (time- weighted from inception, year to date, and previous quarter), positions, balances, additions/withdrawals, realized and unrealized gains and losses, cost-basis information, and interest/dividend information.

Money Manager Search and Monitoring

These client accounts will receive reports by Castle, as contracted for upon inception of the client relationship.

Consulting Service

Consulting clients receive reports as agreed upon at the inception of the advisory relationship.