

## **Wrap Fee Program Brochure**

### **Form ADV 2A - Appendix 1**

#### **Item 1 - Cover Page**

## **Milestone Advisory Partners, LLC**

**CRD# 227120**

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This brochure provides information about the qualifications and business practices of Milestone Advisory Partners, LLC ("MAP"). If you have any questions about the contents of this brochure, please contact us at (910) 691-6100 or [milestone@milestoneadvp.com](mailto:milestone@milestoneadvp.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state authority.

MAP is an investment advisory firm registered with the appropriate regulatory authority. Registration does not imply a certain level of skill or training. Additional information about MAP also is available on the SEC's website at [www.AdviserInfo.sec.gov](http://www.AdviserInfo.sec.gov).

#### **Item 2 - Material Changes**

This is the Wrap Brochure of MAP and is prepared according to the SEC's requirements and rules. This Item will discuss only specific material changes that are made to the Wrap Brochure and will provide clients with a summary of such changes. We will also reference the date of our last annual update of our brochure. We will further provide you with a new Wrap Brochure as necessary based on changes, new information, or at your request, at any time, without charge.

There are no material changes in this brochure from the last annual updating amendment of Milestone Advisory Partners, LLC on March 13, 2019. Material changes relate to Milestone Advisory Partners, LLC's policies, practices or conflicts of interests only.

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#### ***Item 4 - Services, Fees and Compensation***

##### **General Information**

Milestone Advisory Partners, LLC was formed in 2015, and provides financial planning and portfolio management services to its clients. Such services are generally offered through the “Milestone Wrap Program” or the “Program”, which has been designed to simplify the payment of management fees and brokerage expenses.

Chip Hasty, John Kober and Mary Zastrow are the sole principal owners of MAP. Teresa White holds a minority interest. Please see ***Brochure Supplement***, Exhibit A, for more information on individuals who formulate investment advice and have direct contact with clients, or have discretionary authority over client accounts.

##### **Portfolio Management Services**

As described in the firm’s Brochure, Form ADV Part 2A, at the beginning of a client relationship, MAP meets with the client, gathers information, and performs research and analysis as necessary to develop the client’s Investment Plan. The Investment Plan will be updated from time to time when requested by the client, or when determined to be necessary or advisable by MAP based on updates to the client’s financial or other circumstances.

To implement the client’s Investment Plan, MAP will manage the client’s investment portfolio on a discretionary basis. As a discretionary investment adviser, MAP will have the authority to supervise and direct the portfolio without prior consultation with the client.

##### **General Fee Information**

Fees paid by clients for accounts within the household that participate in the Milestone Wrap Program generally include brokerage expenses (i.e., commissions, ticket charges, etc.) as well as the management fee paid to MAP. Under the all-inclusive billing alternative, MAP will assess one client fee that captures the management, brokerage and administrative portions collectively. Fees are individually negotiated with each client on a household basis, as described in Form ADV Part 2A.

To the extent that any accounts within the household may expect only infrequent trading, such as accounts with legacy positions with low cost basis, such accounts will generally pay brokerage expenses separately to the executing broker. At the time of the engagement, MAP and the client will agree upon any accounts within the household that will be subject to such brokerage expenses. Accordingly, client accounts pay a management fee, plus the cost of transactions in the account. MAP does not receive any of these transaction-based fees.

In any case, fees paid to MAP are exclusive of and distinct from the fees and expenses charged by mutual funds, ETFs (exchange traded funds) or other investment pools to their shareholders (generally including a management fee and fund expenses, as described in each fund’s prospectus or offering materials). Clients will pay certain fees in addition to the fees of the Milestone Wrap Program, such as margin interest, check fees, trade-away fees, odd lot differentials and other similar types of fees. Milestone Wrap Program fees which MAP does not pay to third parties in connection with transaction and execution expenses are retained by MAP. Because of this, MAP may have a disincentive to trade securities in the accounts of clients in the Program.

The client should review all fees charged by funds, MAP and others to fully understand the total amount of fees paid by the client for investment and financial-related services. Clients participating in the Milestone Wrap Program may pay higher or lower fees than clients purchasing such services separately, depending on the cost of services if provided separately and the level of trading in a particular client's account.

#### Assets Under Management

MAP has the following assets under management:

Discretionary Amounts:	Non-Discretionary Amounts:	Date Calculated:
\$234,197,646.00	\$11,015,238.00	December 2019

#### Wrap Program Fee Information

Please see **Item 5 - Fees and Compensation** of Form ADV Part 2A for more information regarding the Milestone Wrap Program Fees. The maximum wrap account management fee is 1.50%.

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

MAP serves individuals, high net worth individuals, pension and profit-sharing plans, corporations, and charitable organizations. MAP may impose a minimum portfolio value and/or a minimum annual fee for conventional investment advisory services. Under certain circumstances and in its sole discretion, MAP may negotiate such minimums.

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

The Milestone Wrap Program was designed to simplify for clients the payment of management fees and brokerage expenses. The Program does not select advisers in addition to MAP, which is the only Portfolio Manager for the Program.

#### ***Item 7 - Client Information Provided to Portfolio Managers***

MAP is the only portfolio manager under the Milestone Wrap Program. No information is shared with any other portfolio manager.

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

MAP is the only portfolio manager under the Milestone Wrap Program. No restrictions are placed on client's ability to contact or consult with MAP.

#### ***Item 9 - Additional Information***

Neither MAP nor its Management Persons have any disciplinary disclosure required. Please see ADV Part 2A for more information in the following areas: **Item 10 - Other Financial Industry Activities and Affiliations**, **Item 11 - Code of Ethics**, **Item 13 - Review of Accounts**, **Item 14 - Client Referrals and Other Compensation**, and **Item 18 - Financial Information**.

**PRIVACY NOTICE**  
**(Written Information Security Program) of**  
**Milestone Advisory Partners, LLC**

*This is for your information only. No action is required on your part.*

At Milestone Advisory Partners, LLC, protecting your privacy is very important to us. We want you to understand what information we collect and how we use it. We collect and use “nonpublic private information” in order to provide our clients with a broad range of financial services as effectively and conveniently as possible. We treat nonpublic personal information in accordance with our privacy policy.

“Nonpublic personal information” is nonpublic information about you that we obtain in connection with providing a financial service or product to you.

**What Information Do We Collect?**

In order to fulfill our obligations to you, we need certain information. Generally, this includes your name, address, social security number, date of birth, account numbers, and information about your income. We may also have access to other sensitive information, such as credit scores, income tax information and so forth.

**Where Do We Get This Information?**

We may collect nonpublic personal information about you from a variety of sources, such as:

- Information we receive from you on applications or other forms;
- Information about your transactions with us, our affiliates or others, such as the custodian(s) of your account(s); and
- Information we receive from non-affiliated third parties, including consumer reporting agencies.

**What Information Do We Disclose and To Whom Do We Disclose It?**

We do not disclose any nonpublic information about you without your express consent, except as permitted by law and as needed to provide the services you have requested. This applies to current as well as former clients. We restrict access to your nonpublic personal information to those who need to know that information in order to provide products or services to you.

Our “affiliates” are companies with which we share common ownership. We do not currently have any affiliated companies.

**Our Security Procedures**

We maintain physical, electronic and procedural safeguards to protect your nonpublic personal information. This includes measures to protect your information in the course of its disposal.