

# HUTCHINSON & ZIEGLER

## FINANCIAL ADVISORS

Item 1 – Cover Page

### Form ADV Part 2A – Brochure and Form ADV Part 2B – Brochure Supplement

January 2021

Hutchinson & Ziegler Financial Advisors, Inc.

1108 5<sup>th</sup> Avenue, Suite 320

San Rafael, CA 94901

(415) 259-3933

[www.hzadvisors.com](http://www.hzadvisors.com)

This Brochure provides information about the business practices of Hutchinson & Ziegler Financial Advisors, Inc. and the qualifications of its advisors. It is available, free of charge, to all clients and prospective clients of the firm by contacting Eric J. Ziegler or Heather I. Hutchinson at (415) 259-3933.

The purpose of this brochure is to provide you with information about the firm that may help you make a decision on whether or not to retain our services.

Hutchinson & Ziegler Financial Advisors, Inc. ("HZFA", "We", or "Us") is registered as an investment advisor with the U.S. Securities and Exchange Commission (the "SEC"). The information in this Brochure has not been approved or verified by the SEC or by any state securities authority and registration as an investment advisor does not imply any specified level of skill or training. Additional information about HZFA is available on the SEC's website at [www.advisorinfo.sec.gov](http://www.advisorinfo.sec.gov).

## Item 2 – Material Changes

The Form ADV Part 2A and Part 2B is made available each year to all clients by April 30<sup>th</sup> and is provided to prospective clients prior to engagement. This updated Form ADV Part 2 contains the following changes from the prior version:

- Update to disclosures regarding assets under management at Part 2A, Item 4.

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## Item 4 – Advisory Business

### A. Advisory Firm

Hutchinson & Ziegler Financial Advisors, Inc. was founded in 2003 by Heather Hutchinson, CFP®, as a sole proprietor under the name of Hutchinson Financial Management. Eric Ziegler joined the firm in 2006, and became a 50% owner when the company reformed as Hutchinson & Ziegler Financial Advisors, Inc. in 2007. Heather and Eric are married and are the sole owners and advisors at HZFA.

### B. Advisory Services

*Investment Management* - HZFA provides investment management services that include the development of an investment policy that is unique to each client, presentation and implementation of investment recommendations, and ongoing supervision and management of client investment assets. Other services include tax-related management and reporting, periodic rebalancing, semi-annual and annual reviews with clients, quarterly newsletter and periodic market commentary communications, and annual performance reporting. HZFA does not provide tax or legal services.

*Financial Planning* - In addition to investment management services, HZFA provides financial planning services to clients, which may include goal-based planning, cash-flow management, and general advice regarding mortgages, insurance, estate planning, tax planning, etc. Financial planning services are typically offered to investment management clients at no additional charge. HZFA may occasionally offer stand-alone planning services charged at an hourly rate.

### C. Customized Portfolios

HZFA tailors individual client portfolios in the following ways:

- We review a client's personal risk tolerance and time horizon, and then allocate investments among stocks, bonds and cash in order to optimize the trade-off between risk and return for that particular client.
- We review a client's liquidity needs to make sure they have sufficient cash on hand to fund regular and/or unexpected portfolio withdrawals.
- We gather information about each client's tax situation to make sure that we are achieving the best possible investment returns on an after-tax basis.
- We make accommodations for investments that a client may hold that are outside of our standard recommendations. We make accommodations for clients who wish to engage in Socially Responsible Investing by researching and using SRI-strategy mutual funds.

### D. Wrap Fee Programs

HZFA does not sponsor, advise or invest client assets in wrap fee programs.

### E. Discretionary Management

HZFA manages all client accounts on a discretionary basis, which means that clients do not approve transactions prior to their execution. As of December 31, 2020, all of the Firm's assets under management (\$154.9 million) are managed on a discretionary basis.

## **Fiduciary Status**

HZFA is a fiduciary under applicable federal regulations and as a fiduciary it is obligated to provide services and advice that are in the best interest of each client.

## **Item 5 – Fees and Compensation**

**A.** Advisory fees are charged quarterly in advance. The fee is calculated by taking the quarter-end portfolio value, assigning the following rate schedule, and then dividing by four to arrive at a quarterly fee amount. The annual rates are:

<b><u>Assets Under Management</u></b>	<b><u>Fee</u></b>
\$0 - \$1,000,000	1.00%, plus
\$1,000,000 - \$3,000,000	0.75%, plus
\$3,000,000 - \$5,000,000	0.50%, plus
\$5,000,000 - \$10,000,000	0.35%, plus
\$10,000,000 and above	0.25%

The minimum fee for new clients is \$35,000 per year. Fees are negotiable. The specific manner in which fees are charged by HZFA is established in the client's Investment Management Agreement. Lower fees for comparable services may be available elsewhere.

Advisory fees include the provision of financial planning services at no additional charge. HZFA may occasionally, at its discretion, provide stand-alone financial planning services to individuals who do not retain our investment management services. These financial planning services will be charged a fee for service at an hourly rate of \$250.

**B.** Clients may elect to pay fees directly by cash or check, or authorize HZFA to automatically debit fees from client accounts. Most clients authorize HZFA to deduct its quarterly investment advisory fee directly from their custodial account. This authorization is granted under the terms of the client's signed investment management agreement and the client's instructions to the custodian. The Firm sends an itemized fee invoice showing the fee calculation to each client at the time it invoices the client's custodian to deduct and transmit its fees. It is the client's responsibility to verify the accuracy of the fee calculation, as the custodian will not determine whether the fee is properly calculated

**C.** The fees listed above are in addition to any fees charged by the account custodian or costs associated with the implementation of the investment plan. These costs may include brokerage commissions, transaction fees, mutual fund operating expenses, custodial fees, wire transfer and electronic fund fees, and other fees and taxes on brokerage accounts and securities transactions, as detailed below. HZFA does not receive any portion of these commissions, fees or costs, and seeks to minimize them on clients' behalf whenever possible.

### **Custodian and Brokerage Fees**

Clients incur certain charges imposed by their custodians and other third parties such as custodial fees, deferred sales charges, odd-lot differentials, transfer taxes, wire transfer and electronic fund

fees, and other fees and taxes on brokerage accounts and securities transactions. Additionally, clients will incur charges by the executing broker-dealer in the form of brokerage commissions and transaction fees on the investment transactions entered into for their account(s). All of these charges, fees and commissions are in addition to Advisor's investment management fee. Clients whose assets are invested in bonds purchased directly from an underwriter or on the secondary market may pay a sales credit or sales concession on the trade (in lieu of a sales commission). The client's custodian may also impose a fee on the transaction. Item 12 further describes the factors that HZFA considers in selecting or recommending broker-dealers for client transactions and determining the reasonableness of their compensation (*e.g.*, commissions).

### **Mutual Fund Fees**

Investment vehicles such as mutual funds, closed-end funds, exchange traded funds and alternative investment funds offer broad diversification using a variety of objectives and strategies. These investment vehicles incur brokerage and other expenses, as well as operating expenses in connection with the management of the fund. Investment funds pass some or all of these expenses through to their shareholders (the individual investors in the funds) in the form of management fees. The management fees charged vary from fund to fund. In addition, some funds charge shareholders other types of fees such as early redemption or transaction fees. These charges also vary widely among funds. Clients are provided a copy of a fund prospectus for each fund in which they invest by their custodian or by the fund sponsor rather than by HZFA. As required by law, a prospectus represents the fund's complete disclosure of its management and fee structure.

### **General Fee Disclosure**

We believe our investment management fees are competitive with the fees charged by other investment advisors in the San Francisco Bay area for comparable services. However, comparable services may be available from other sources for lower fees than those charged by HZFA. We do not provide clients advice as to the tax deductibility of our advisory fees. Clients are directed to consult a tax professional to determine the potential tax deductibility of advisory fee payments.

**D.** Investment Advisory contracts may be terminated at any time for any reason with written notice at the will of the client or Hutchinson & Ziegler Financial Advisors, Inc. HZFA will refund any prepaid, unearned fees, and any earned but unpaid fees will be promptly due and payable. Accounts initiated or terminated during a calendar quarter will be charged a pro-rated fee, calculated based on a 30-day month, 360-day year calendar. Refunds will be paid by check and sent via U.S. mail within 30 days of receipt of termination notice.

**E.** HZFA and its advisors do not receive compensation from the sale of securities or any compensation other than client fees as described above.

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

HZFA does not charge any performance-based fees (fees based on a share of capital gains on or capital appreciation of the assets of a client).

## Item 7 – Types of Clients

HZFA provides investment management and financial planning services to individuals, high net worth individuals, families, trusts, corporate pension and profit-sharing plans, and charitable institutions.

HZFA does not have a mandatory minimum account size. Rather, we charge a minimum annual fee, which is currently \$35,000. This minimum fee may be negotiable for those clients with less than \$5 million under management.

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

HZFA follows the principles of asset allocation to construct broadly diversified investment portfolios that are designed for the long-term and are based on each client's personal circumstances (goals, time horizon, risk tolerance, tax considerations). We strive to keep expenses and investment costs low, and primarily use no-load, low-cost mutual funds and exchange-traded funds when implementing investment portfolios. We seek to minimize the effect of taxes through asset location and tax-efficient investment vehicles.

### INVESTMENT RISKS

Risk refers to the uncertainty that the actual return the investor realizes could differ from the expected return. Risks may be systematic, referring to factors that affect the returns on all comparable investments and that affect the market as a whole. Systematic risks include market risk, interest rate risk, reinvestment rate risk, purchasing power risk and exchange rate risk. Unsystematic risks depend on factors that are unique to the specific investment security. These risks include business risk and financial risk.

Although we do a great amount of work to determine in advance a client's risk tolerance, it is important to understand that investing money involves many risks, including the risk of loss of principal, and clients should be prepared to bear this risk. We cannot guarantee any particular investment outcome. Following is a description of various investment-related risks.

*Market risk* - Securities traded on securities exchanges are subject to demand and supply conditions. Investors could receive less than the original investment amount when they sell a security if the demand for that security has fallen. Prices generally reflect investors' confidence in the economy, interest rates, and many other factors. Investors must be able to tolerate such price movements.

*Income risk*: Dividends may not be paid if a securities issuer reports an operating loss.

*Short-term purchases* – While we generally purchase securities with the intent to hold them for more than a year, we may on occasion determine to buy or sell securities in a client's account and hold them for less than a year. Some of the risks associated with short-term trading that could affect investment performance are increased commissions and transaction costs to the account and increased tax obligations on the gains in a security's value

*Bond pricing* – The price of bonds depends in part on the current rate of interest. Rising interest rates decrease the current price of bonds because current purchasers require a competitive yield. As such, decreasing interest rates increase the current value of bonds with associated decrease in bond yield. We may decide to exchange to a lower or higher duration bond or to another asset class due to interest rate risk that could affect investment performance.

*Inflation* - Inflation is the loss of purchasing power through a general rise in prices. If an investment portfolio is designed for current income with a real rate of return of 4% and inflation were to rise to 5% or higher, the account would result in a loss of purchasing power and create a negative real rate of return.

*Interest-rate fluctuation* - fluctuations in interest rates may cause investment prices to fluctuate. For example, when interest rates rise, yields on existing bonds become less attractive, causing their market values to decline.

*Currency fluctuation* - Overseas investments are subject to fluctuations in the value of the dollar against the currency of the investment's originating country. This is also referred to as exchange rate risk. Any investments in mutual funds that make foreign investments and are not hedged back to the U.S. Dollar are subject to the uncertainty with changes in the foreign currency value. The client may bear more risk and may earn a substantially higher return or a substantially lower return than projected.

*Reinvestment of dividends* – We will reinvest interest, dividends and capital gains as appropriate to accumulate wealth based on factors such as ongoing cash needs and tax loss harvesting opportunities. This is an appropriate strategy for a portfolio designed for capital growth. However, the reinvested earnings could result in a lower or a higher rate of return than was initially projected.

*Business risk* - These risks are associated with a particular industry or a particular company within an industry. For example, oil-drilling companies depend on finding oil and then refining it, a lengthy process, before they can generate a profit. They carry a higher risk of profitability than an electric company, which generates its income from a steady stream of customers who buy electricity no matter what the economic environment is like.

*Liquidity risk* - Liquidity is the ability to readily convert an investment into cash. Generally, assets are more liquid if many traders are interested in a standardized product. For example, treasury bills are highly liquid, while real estate properties are not.

*Financial risk* - Excessive borrowing to finance a business' operations increases the risk of profitability, because the company must meet the terms of its obligations in good times and bad. During periods of financial stress, the inability to meet loan obligations may result in bankruptcy and/or a declining market value for the securities issued by such companies.

*Option trading* – Certain clients engage in option trading. Option securities are complex derivatives of equity securities that incorporate certain leverage characteristics and as such carry an increased risk of investment loss.

*Publicly traded REITS* – Real estate investment trusts (“REITs”) are companies that own and operate income-producing real estate or related assets. Because these REITS are traded publicly, on national securities exchanges, they are subject to the same general risks as those of stock trading such as market risk and income risk. In addition, investments in REITS may involve:

- Concentration risk - the value of a REIT is derived from one or only a few properties;
- Liquidity risk - a REIT may be relatively less liquid compared to funds investing in financial securities such as stocks and bonds;
- Leverage risk - if a REIT uses debt to finance the acquisition of underlying properties, the assets of the REIT will be used to pay off debtors first; and
- Refinancing risk - higher refinancing cost or stricter underwriting standards when loans are due for renewal.

## **Item 9 – Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of HZFA or the integrity of our management. HZFA has received no legal or disciplinary action.

## **Item 10 – Other Financial Industry Activities and Affiliations**

A., B., and C., HZFA has no material relationship or arrangement with any of the following: broker-dealers, municipal or government securities dealers, investment companies or other pooled investments, closed-end investment companies or unit investment trusts, hedge funds or offshore funds, other investment advisors or financial planners, futures commission merchants, commodity trading advisors, banking or thrift institutions, accountancy firms, law firms or insurance agencies.

D. From time to time HZFA may give gifts valued at less than \$50 to clients or colleagues based on an ongoing relationship; however, HZFA does not participate in any formal compensation-for-referrals arrangement.

## **Item 11 – Code of Ethics**

Employees with access to the Firm's investment decision-making and trading activities are required to report all personal securities transactions on a regular basis. All personnel are required to abide by the Firm's personal trading practices and code of ethics which governs employee trading practices and specifically prohibits employee trading on the basis of inside information and trading ahead of customer orders (front-running).

Employees may buy or sell different investments, based on personal investment considerations, which the Firm may not deem appropriate to buy or sell for clients. It is also possible that employees may take investment positions for their own accounts that are contrary to those taken on behalf of clients. Employees may also buy or sell a specific security for their personal account based on personal investment considerations aside from company or industry fundamentals, which are not deemed appropriate to buy or sell for clients. If these securities subsequently appreciate, these personal transactions could be viewed as creating a conflict of interest.

Conversely, employees may liquidate a security position that is held both for their own account and for the accounts of Firm clients, sometimes in advance of clients. This occurs when personal



considerations (i.e., liquidity needs, tax-planning, or industry/sector weightings) deem a sale necessary for individual financial planning reasons. If the security subsequently falls in price, these personal transactions could be viewed as a conflict of interest.

## **Item 12 – Brokerage Practices**

HZFA may require that clients establish brokerage accounts with the Schwab Institutional division of Charles Schwab & Co., Inc. (Schwab), a registered broker-dealer, member SIPC, to maintain custody of clients' assets and to effect trades for their accounts. HZFA is independently owned and operated and not affiliated with Schwab. Schwab provides HZFA with access to its institutional trading and custody services, which are typically not available to Schwab retail investors. These services generally are available to independent investment advisors on an unsolicited basis, at no charge to them so long as a total of at least \$10 million of the advisor's clients' assets is maintained in accounts at Schwab Institutional and is otherwise not contingent upon HZFA committing to Schwab any specific amount of business (assets in custody or trading). Schwab's services include brokerage, custody, research and access to mutual funds and other investments that are otherwise generally available only to institutional investors or would require a significantly higher minimum initial investment.

For HZFA's clients' accounts maintained in its custody, Schwab generally does not charge separately for custody but is compensated by through commissions or other transaction-related fees for securities trades that are executed through Schwab or that settle into Schwab accounts.

Schwab also makes available to HZFA other products and services that benefit HZFA but may not benefit our clients' accounts. Some of these other products and services assist HZFA in managing and administering clients' accounts. These include software and other technology that provide access to client account data (such as trade confirmations and account statements), provide research, pricing information and other market data, facilitate payment of HZFA's fees from its clients' accounts; and assist with back-office functions, recordkeeping and client reporting. Many of these services generally may be used to service all or a substantial number of HZFA's accounts. Schwab also makes available to HZFA other services intended to help HZFA manage and further develop its business enterprise. These services may include consulting, publications and conferences on practice management, information technology, business succession, regulatory compliance and marketing. In addition, Schwab may make available, arrange and/or pay for these types of services rendered to HZFA by independent third parties. Schwab may discount or waive fees it would otherwise charge for some of these services or pay all or a part of the fees of a third party providing these services to HZFA. While as a fiduciary, HZFA endeavors to act in its clients' best interests, our requirement that clients maintain their assets in accounts at Schwab may be based in part on the benefit to HZFA of the availability of some of the foregoing products and services and not solely on the nature, cost or quality of custody and brokerage services provided by Schwab, which may create a potential conflict of interest.

HZFA does not receive or utilize soft dollars, nor do we enter into any soft-dollar arrangements with broker-dealers. We do not receive compensation directly or indirectly from any source other than fees paid to us by our clients. Ms. Hutchinson and Mr. Ziegler do not receive commissions of any sort, nor does HZFA receive a share of fees collected by broker-dealers or mutual funds.

## **Item 13 – Review of Accounts**

A. All client accounts are reviewed according to a set schedule, as follows:

*Daily Review:* our primary custodian, Charles Schwab, provides HZFA with a daily electronic data file containing all client account transactions and positions. Accounts are monitored and reconciled to the custodian on a daily basis.

*Semi-Annual Review:* All accounts are reviewed every six months in relation to their target portfolio weights, market movements, changes in fund recommendations, and shifts in target asset allocations.

*Annual Review:* In addition to the above, we seek to meet with clients at least once per year in order to stay informed regarding their personal situation and to determine whether the established Investment Policy remains appropriate. All portfolios are rebalanced at least once per year.

*Upon Client Request:* In addition to the above, we periodically review client accounts in relation to new information presented by the client or in order to provide information requested by the client.

All reviews, whether initiated by Client or Advisor, are performed by Heather I. Hutchinson, CFP®, Principal and/or Eric J. Ziegler, CFP®, Principal.

B. Factors that may trigger a review in addition to those listed above include withdrawals from a client portfolio, additions to a client portfolio, changes to our tactical investment strategies, changes to our approved list of mutual funds, and extreme market conditions that would trigger a rebalancing of the portfolio prior to the next six-month review date.

C. All Investment Management clients receive monthly account position and transaction statements from the account custodian (primarily Charles Schwab). In addition, HZFA provides quarterly consolidated performance reports and portfolio statements, along with a reporting of fees charged. Investment Management clients also receive annual and since-inception performance reports at their annual review date. Clients may elect to have reports from Schwab and HZFA delivered electronically (via website access) or via U.S. mail.

## **Item 14 – Client Referrals and Other Compensation**

HZFA does not engage in any compensation arrangements for client referrals.

## **Item 15 – Custody**

HZFA does not maintain physical custody of client investment assets or funds. Clients are required to set up their investment accounts with a “qualified custodian,” namely a broker dealer, bank or trust company. HZFA is unable to take even temporary possession of client assets for the purpose of transferring them to the client’s account. Each client has a direct relationship with their

custodian and is responsible for making deposits to and withdrawals from their account as necessary.

Although HZFA does not maintain physical custody of client investment accounts, it is deemed to have custody of client assets on the basis of the Firm's authority to: 1. direct client-approved transfers of assets between a client's own accounts and if authorized, to client-designated third party accounts; and 2. to receive payment of its management fees directly from a client's account.

At least quarterly, clients receive account statements directly from the custodian that holds and maintains clients' investment assets (primarily, Charles Schwab & Co.). Many clients elect to receive these statements electronically, which requires them to establish a user ID and password to [www.SchwabAlliance.com](http://www.SchwabAlliance.com) and to logon to Schwab's website to review their accounts.

HZFA urges all clients to carefully review these statements and compare Schwab's official custodial records to the account statements that we provide. Our statements may vary from custodial statements based on accounting procedures, reporting dates, or valuation methodologies of certain securities. In addition to comparing account values and securities transactions, HZFA urges clients to review our billing statements sent each quarter with the amount of fees actually deducted from client accounts.

## **Item 16 – Investment Discretion**

HZFA manages all client accounts on a discretionary basis, which means that the client does not approve transactions prior to their execution.

At the establishment of the advisory relationship, we collaborate with new clients on the preparation of a client-specific investment policy and then draft an Investment Policy Statement, which describes the client's personal financial situation, long-term return objectives, risk-tolerance, and any special constraints on the portfolio, such as significant tax exposure, a need for liquidity, or a desire for socially responsible screening. The Investment Policy Statement also describes our investment approach and contains an allocation of assets among cash, bonds and stocks from which we will not diverge beyond set tolerance levels (usually 5%). We will only invest in mutual funds and exchange-traded funds – any other types of securities, such as individual bonds, stock options, etc. will be with client agreement and documented in the Investment Policy Statement prior to the execution of any transactions.

As a result of the above policies, decisions made by us are typically limited to the specific securities to be bought or sold, and the amount and timing of those transactions.

## **Item 17 – Voting Client Securities**

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

## Item 18 – Financial Information

HZFA has no financial commitment that impairs its ability to meet contractual and fiduciary commitments to clients and has not been the subject of a bankruptcy proceeding. HZFA does not collect management fees, of any amount, six months or more in advance.

### INDEX OF ERISA DISCLOSURES

HZFA may provide investment management services to retirement plans governed by the Employee Retirement Investment Security Act (“ERISA”). ERISA regulations require that specific disclosures be made to the ERISA plan fiduciary who is authorized to enter into, or extend or renew, an agreement with the Firm to provide these services. The following Index identifies the disclosures required and the location where plan representatives may find them. It is intended to assist ERISA Plan representatives with compliance with the service provider disclosure regulations under section 408(b)(2) of ERISA. Any questions concerning this guide or the information provided regarding our services or compensation should be addressed to Heather Hutchinson or Eric Ziegler at (415) 259-3933.

Required Disclosure	Location of the Required Disclosure
Description of the services that Advisor will provide to covered ERISA plans	Item 4B of this Form ADV Part 2A and the client plan’s investment management agreement with the Firm.
Statements that the services that Advisor will provide to covered ERISA plans will be as an ERISA fiduciary and registered investment adviser	Item 4E of this Form ADV Part 2A and the client plan’s investment management agreement with the Firm.
Description of the direct compensation to be paid to Advisor	Item 5 of this Form ADV Part 2A and the client plan’s investment management agreement with the Firm.
Description of the indirect compensation Advisor might receive from third parties in connection with providing services to covered ERISA plans, if any	Items 5C, 6, 10, 12 and 14 of this Form ADV Part 2A
Description of the compensation to be shared between Advisor and any third party or any affiliated entity, if any	Items 5C, 6, 10 and 14 of this Form ADV Part 2A.
Compensation that Advisor will receive upon termination of its agreement to provide investment management services, if any	Item 5D of this Form ADV Part 2A and the client plan’s investment management agreement with the Firm.

HUTCHINSON & ZIEGLER  
FINANCIAL ADVISORS

Item 1- Cover Page

Form ADV Part 2B – *Brochure Supplement*

Professional Background Information re:

Eric J. Ziegler, CFP®

and

Heather I. Hutchinson, CFP®

Hutchinson & Ziegler Financial Advisors, Inc.

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This Brochure Supplement provides information about the qualifications of Hutchinson & Ziegler Financial Advisors, Inc.'s ("HZFA") principals and investment professionals, Eric J. Ziegler and Heather I. Hutchinson. This is a supplement to the HZFA Brochure, which accompanies this Part 2B. Please contact Heather I. Hutchinson or Eric J. Ziegler at (415) 259-3933 if you have any questions about the contents of this supplement.

Additional information about Eric J. Ziegler and Heather I. Hutchinson is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

Advisory persons associated with HZFA must, at a minimum, possess a Bachelor's degree and/or five years of appropriate business experience, in addition to all required licenses, and have, or be pursuing, one of the following professional designations: Certified Financial Planner (CFP®) or Chartered Financial Analyst (CFA).

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## ***Eric Joseph Ziegler, CFP®, Principal***

Born: 1965

### **Item 2- Educational Background and Business Experience**

#### Education:

Certified Financial Planner (CFP®)\* designation awarded in February, 2012

Certificate in Personal Financial Planning, UC Berkeley Extension, 2011

Bachelor of Arts, Economics, San Francisco State University 1989

#### Business Background:

2006 - Present      Principal, Hutchinson & Ziegler Financial Advisors, Inc.

2005                      Examiner, Securities and Exchange Commission

1990 – 2000          Relationship/Operations Manager, Charles Schwab & Co. Inc.

### **Item 3- Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

### **Item 4- Other Business Activities**

Eric is not engaged in any business activities other than the provision of investment management and financial planning services through Hutchinson & Ziegler Financial Advisors, Inc.

### **Item 5- Additional Compensation**

Eric does not receive commissions, performance based fees or any other compensation other than fees paid directly by clients to Hutchinson & Ziegler Financial Advisors, Inc.

### **Item 6 - Supervision**

All Firm business activities are supervised by the Firm's principals and Heather I. Hutchinson, Chief Compliance Officer. Supervision is ongoing and includes account reviews, trade supervision, annual compliance reviews including the forensic testing of Firm systems and employee reviews.

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## ***Heather Irene Hutchinson, CFP®, Principal***

Born: 1970

### **Item 2- Educational Background and Business Experience**

#### Education:

Certified Financial Planner (CFP®)\* designation awarded in July, 2000

Certificate in Personal Financial Planning, UC Berkeley Extension, 1999

Bachelor of Arts, Language Studies, University of California, Santa Cruz, 1993

#### Business Background:

2003 – Present      Founder, Principal Chief Compliance Officer, Hutchinson & Ziegler Financial Advisors, Inc., (formerly Hutchinson Financial Management)

1999 – 2002          Portfolio Manager, Bingham, Osborn & Scarborough, LLC

1997 – 1999          Portfolio Administrator, Bingham, Osborn & Scarborough, LLC

1995 – 1997          Operations Administrator, Charles Schwab & Co. Inc.

### **Item 3- Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

### **Item 4- Other Business Activities**

Outside of her professional services to HZFA, Heather Hutchinson devotes approximately 4 hours per month, during non-market hours, providing coaching services, for which she is paid an hourly fee.

### **Item 5- Additional Compensation**

Heather does not receive commissions, performance based fees or any other compensation other than fees paid directly by clients to Hutchinson & Ziegler Financial Advisors, Inc.

### **Item 6 - Supervision**

All Firm business activities are supervised by the Firm's principals and Heather I. Hutchinson, Chief Compliance Officer. Supervision is ongoing and includes account reviews, trade supervision, annual compliance reviews including the forensic testing of Firm systems and employee reviews.

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\* The Certified Financial Planner (CFP®) designation is issued by the Certified Financial Planner Board of Standards, Inc. To obtain this designation, holders must have a bachelor's degree or higher from an accredited university and have at least three years of full-time personal financial planning experience. A candidate for the designation must complete a CFP Board registered educational program (or hold another relevant professional designation) and complete a comprehensive CFP certification exam. Once awarded the CFP® designation, the holder must complete 30 hours of continuing education every two years.