

**Part 2B of Form ADV: *Brochure Supplement***

Item 1 Cover Page

Keith F. Karlawish  
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**This brochure supplement provides information about Keith F. Karlawish that supplements the Park Ridge Asset Management brochure. You should have received a copy of that brochure. Please contact David M. Arthur if you did not receive Park Ridge Asset Management's brochure or if you have questions about the content of this supplement.**

**Additional information about Keith F. Karlawish is available on the SEC's website at <https://www.adviserinfo.sec.gov/>.**

Item 2 Educational Background and Business Experience

**Keith F. Karlawish, born 1964**

Education Background

|                        |                   |
|------------------------|-------------------|
| University of Richmond | 1986-BSBA         |
| Richmond, VA           | Finance/Economics |

|                                |          |
|--------------------------------|----------|
| University of NC - Chapel Hill | 1990-MBA |
| Chapel Hill, NC                |          |

Business Background

|                                 |                 |
|---------------------------------|-----------------|
| Park Ridge Asset Management LLC | 12/08 - Present |
| Partner                         |                 |

|                             |               |
|-----------------------------|---------------|
| BB&T Asset Management, Inc. | 05/02 - 10/08 |
| President                   |               |

|                               |               |
|-------------------------------|---------------|
| BB&T Funds                    | 03/05 - 11/08 |
| BB&T Variable Insurance Funds |               |
| President                     |               |

Professional Designation

|                             |              |
|-----------------------------|--------------|
| Chartered Financial Analyst | August, 1993 |
|-----------------------------|--------------|

To earn the CFA charter, you must successfully pass through the CFA Program, a graduate-level self-study program that combines a broad curriculum with professional conduct requirements, culminating in three sequential exams.

Item 3 Disciplinary Information

Registered investment advisers are required to disclose all pertinent facts regarding any legal or disciplinary events that would-be material to your evaluation of the Firm or the integrity of our management. There is no material, legal or disciplinary events to disclose under this item.

Item 4 Other Business Activities

Keith F. Karlawish is an independent trustee for the Nationwide Mutual Funds (NMF) and the Nationwide Variable Insurance Trust (NVIF). This activity requires attendance at quarterly board meetings, and other interim conference calls and meetings as necessary. Mr. Karlawish receives compensation from NMF and NVIF for his service as a trustee. Park Ridge Asset Management may allocate client assets to, or recommend that clients invest in, Nationwide Mutual Funds or Nationwide Variable Insurance Funds. Mr. Karlawish's compensation from NMF and NVIF is not based on the Funds' assets or investments in the Funds made by clients of Park Ridge Asset Management. Mr. Karlawish estimates that the time spent during normal business hours (M-F) to be approximately two weeks annually, plus additional time away from normal hours to research and prepare for meetings which is estimated at another three weeks annually.

Nationwide Funds Group (NFG) is located at One NW Plaza, 5-02-210, Columbus, OH 43215

Item 5 Additional Compensation

Not Applicable

Item 6 Supervision

Supervision is conducted by the other partner at Park Ridge. Account reviews are conducted periodically by Park Ridge principals. The frequency of the review depends on a variety of factors such as: the risk profile of the account, the account's activity level, the volatility of the assets within the account and client preferences, if any. There is no minimum number of accounts assigned to a review. Additional reviews are triggered by changes in the investment objectives or financial circumstances of a particular client. The principals will, at least annually, conduct a review of all client portfolios. This peer review includes each principal reviewing the accounts of another principal.

The supervisor for Keith F. Karlawish is: David M. Arthur, Partner, Park Ridge Asset Management, (919) 803-7753.