

Theodore J. Hughes, CFP®
CRD #4564055

Hughes Warren, Inc.

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FORM ADV PART 2B
BROCHURE SUPPLEMENT

This brochure supplement provides information about Theodore J. Hughes that supplements the Hughes Warren, Inc. brochure. You should have received a copy of that brochure. Please contact Melinda Warren at (405) 418-4080 or via e-mail at melinda@hugheswarren.com if you did not receive Hughes Warren, Inc.'s brochure or if you have any questions about the contents of this supplement.

Additional information about Theodore J. Hughes is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 Educational Background and Business Experience

Theodore J. Hughes, CFP®

Year of Birth: 1965

Formal Education after High School:

- University of Oklahoma, BBA in Finance, 1988
- University of Oklahoma, MBA in Finance, 1993

Business Background for the Previous Five Years:

- Hughes Warren, Inc., President, 10/2020 - Present
- Hughes Warren, Inc., Co-President, 10/2007 - 10/2020
- Retirement Investment Advisors, Inc., Executive Vice-President, 08/2002 - 12/2007

Certifications:

- Certified Financial Planner since 2002

The CERTIFIED FINANCIAL PLANNER, CFP® and federally registered CFP® (with flame design) marks (collectively, the "CFP marks") are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board").

The CFP certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 62,000 individuals have obtained CFP certification in the United States.

To attain the right to use the CFP marks, an individual must satisfactorily fulfill the following requirements:

- Education - Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination - Pass the comprehensive CFP Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances;
- Experience - Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics - Agree to be bound by CFP Board's *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP marks:

- Continuing Education - Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and

- Ethics - Renew an agreement to be bound by the *Standards of Professional Conduct*. The Standards prominently require that CFP professionals provide financial planning services at a fiduciary standard of care. This means CFP professionals must provide financial planning services in the best interests of their clients.

CFP professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP certification.

Item 3 Disciplinary Information

Mr. Hughes does not have, nor has he ever had, any disciplinary disclosure.

Item 4 Other Business Activities

Mr. Hughes is not actively engaged in any other business or occupation (investment-related or otherwise) beyond his capacity as President of Hughes Warren, Inc. Moreover, Mr. Hughes does not receive any commissions, bonuses or other compensation based on the sale of securities or other investment products

Item 5 Additional Compensation

Mr. Hughes does not receive any additional compensation for providing advisory services beyond that received as a result of his capacity as President of Hughes Warren, Inc.

Item 6 Supervision

In the supervision of our associated persons, advice provided is limited based on the restrictions set by Hughes Warren, Inc., and by internal decisions as to the types of investments that may be included in client portfolios. We conduct periodic reviews of client holdings and documented suitability information to provide reasonable assurance that the advice provided remains aligned with each client's stated investment objectives and with our internal guidelines.

My supervisor is: Melinda Warren, Chief Compliance Officer

Phone number: 405-418-4080