

## Item 01 Introduction

Our firm is registered with Securities Exchange Commission as an investment advisor and we provide advisory accounts and services rather than brokerage accounts and services. Brokerage and investment advisory services and fees differ, and it is important for you to understand these differences. Free and simple tools are available to research firms and financial professionals at <https://www.investor.gov/crs>, which also provides educational materials about broker-dealers, investment advisors and investing. Please ask us for more information. There are some suggested questions below.

## Item 02 Relationships and Services

*What investment services and advice can you provide me?*

- We offer discretionary portfolio management services. We work with you to create and/or review your investment goals and policy statement, review your current asset allocation, investment manager allocation and manager performance. The ongoing manager selection and strategic rebalancing of your account within the investment policy ranges are managed in-house by our firm.
- We will contact you (by phone or e-mail) at least quarterly to discuss your portfolio.

## Item 03 Fees, Costs, Conflicts and Standard of Conduct

*What fees will I pay?*

- We charge you a fee based upon the size or value of assets in your portfolio. This fee is described in the written agreement entered into between you and our firm.
- The amount you pay to our firm generally does not vary based on the type of investments we select on your behalf. The asset-based fee reduces the value of your account and will be deducted from your account. You pay our fee quarterly even if there are no buys or sells during that period.
- You will pay fees and costs whether you make or lose money on your investments. Fees and costs will reduce any amount of money you make on your investments over time. Please make sure you understand what fees and costs you are paying.
- Some investments (such as mutual funds) impose additional fees, such as internal administrative and

*What are your legal obligations to me when acting as my investment adviser?*

*How else does your firm make money and what conflicts of interest do you have?*

- When we act as your investment advisor, we have to act in your best interest and not put our interest ahead of yours. At the same time, the way we make money creates some conflicts with your interests. You should understand and ask us about these conflicts because they can affect the investment advice we provide you. Here are some examples to help you understand what this means:
- The more assets you have in the advisory account, including cash, the more you will pay us. We therefore have an incentive to increase the assets in your account in order to increase our fees.
- We must abide by certain law and regulations in our interactions with you. We are held to a fiduciary standard that covers our entire investment advisory

*How do your financial professionals make money?*

- Our firm does not receive revenue from any money management firms, recordkeepers or other retirement plan service providers. Our only compensation is that which we receive directly from our clients.
- Investment professionals at our firm are paid a combination of salary and percentage of client revenues that they service on behalf of the firm. Firm revenues are derived solely from our clients' management fees. Neither the firm nor our investment professionals are compensated by the complexity of accounts, products bought or sold, or any commissions encountered in the management of client accounts.

management fees, that will reduce the value of your investment over time.

- Depending on the broker-dealer or bank holding your assets, you may pay a transaction fee when we buy and sell an investment for you and/or a "custody fee".

relationship with you. For example, we are required to monitor your portfolio, investment strategy and investment on an ongoing basis.

## Item 04 Disciplinary History

- Neither our firm nor our investment consultants have any legal or disciplinary action.
- Visit [Investor.gov/CRS](https://www.investor.gov/CRS) for a free and simple search tool to research your financial professionals.

## Item 05 Additional Information

- For additional information on our advisory services, see our Form ADV brochure on IAPD on <https://www.investor.gov/> or contact Michelle Ruppelt, Head of Business Control and Risk at [mruppelt@hyasgroup.com](mailto:mruppelt@hyasgroup.com) for any updated SEC-required CRS and ADV brochures.
- To report a problem to the SEC, visit <https://www.investor.gov/> or call the SEC's toll-free investor assistance line at (800) 732-0330. If you have a problem with your investments, account or financial consultant, contact us in writing at 9755 SW Barnes Road, Suite 660, Portland, OR 97225.

## Conversation Starters

Key Questions to ask our financial consultants about our investment services and accounts:

*Given my financial situation, should I choose an investment advisory service? Why or why not?*

*How will you choose investment to recommend to me?*

*What is your relevant experience, including your licenses, education, and other qualifications? What do these qualifications mean?*

*Help me understand how these fees and costs might affect my investments. If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?*

*How might your conflicts of interest affect me, and how will you address them?*

*What additional costs should I expect in connection with my account?*

*How often will you monitor my account's performance and offer investment advice?*

*Do you or your firm have a disciplinary history? If so, for what type of conduct?*

*Who is the primary contact person for my account? What can you tell me about his or her legal obligations to me? If I have concerns about how this person is treating me, who can I talk to?*