

New Potomac Partners, LLC
ADV Part 3 – Client Relationship Summary (Form CRS)
February 23, 2024

Item 1 – Introduction

New Potomac Partners, LLC is an investment adviser registered with the Securities and Exchange Commission (“SEC”). Brokerage and investment advisory services and fees differ, and it is important for you to understand the differences. Free and simple sources and tools are available to research firms and financial professionals at [Investor.gov/CRS](https://investor.gov/CRS), which also provides educational materials about broker-dealers, investment advisers, and investing.

Item 2 - Relationships and Services

“What investment services and advice can you provide me?”

Our firm primarily offers the following investment advisory services to retail clients:

Portfolio management: via both a wrap fee program and as sub advisors where we review your portfolio and investments and implement an investment strategy that meets your goals. The majority of our clients allow us to buy and sell investments in their accounts without asking them in advance. (A “*discretionary account*”) We also offer the option of giving clients advice but only doing buys and sells at the clients’ direction. (A “*non-discretionary account*”) In either case we monitor clients’ accounts on an ongoing basis. We limit the types of investments that are recommended since not every type of investment vehicle is needed to create an appropriate portfolio. We do not have a minimum account size. We are held to a fiduciary standard which means we must always act in our clients’ best interest and either eliminate or disclose any conflicts that may arise.

Financial planning: we analyze your overall financial situation and personal circumstances and then help you identify and select goals and provide advice to help you strategically achieve your goals.

Please also see our Form ADV Part 2A (“Brochure”), specifically Items 4 & 7, at the following link:
<https://adviserinfo.sec.gov/firm/summary/170061>.

Conversation Starters - Questions to ask us:

- Given my financial situation, should I choose an investment advisory service? Why or why not?
- How will you choose investments to recommend to me?
- What is your relevant experience, including your licenses, education and other qualifications? What do these qualifications mean?

Item 3: Fees, Costs, Conflicts, and Standard of Conduct

“What fees will I pay?”

Our fees vary depending on the services you receive. For portfolio management, you will pay an on-going fee at the end of each quarter based on the total value of your account. This asset-based fee reduces the value of your account and is generally deducted from your account. All fees for the accounts that we manage are billed quarterly in arrears. The accounts we sub advise are billed quarterly in advance. You pay our fees even if you do not have any transactions and the advisory fee paid to us generally does not vary based on the type of investments selected. NPP’s fee schedule for discretionary asset management is as follows:

Assets Under Management	Annual Rate
\$0-\$750,000	1.25%
\$750,000-\$1,500,000	1.00%
\$1,500,000-\$2,500,000	0.75%
\$2,500,000-\$5,000,000	0.60%
\$5,000,000 and above	Negotiable

For financial planning we use an hourly fee arrangement, ranging from \$100 to \$300/hour, or a fixed fee arrangement, ranging from \$1,000 to \$2,500. For our hourly fee, each additional hour (or portion therefore) we spend working for you would increase the total fees you pay to us. Our fixed fee arrangements are based on the amount of work we expect to perform for you, so material changes in that amount of work will affect the total fee we quote you. If a current portfolio management client needs financial planning work we may waive these additional fees, at our discretion, if we deem the amount of financial planning work needed to be minimal.

Third Party Costs: Some investments (e.g., exchange traded, mutual funds, etc.) impose additional fees (e.g., product-level fees) that reduce the value of your investment over time. Our goal is to limit the amount of these types of investments in your account to minimize overall fees while still providing proper diversification. You will also pay miscellaneous fees to a custodian that will hold your assets. For the wrap fee program, you will not typically pay additional transaction fees and thus our advisory fee is higher than if you paid transaction fees separately. 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.

Please also see our Form ADV Part 2A (“Brochure”), specifically Item 4, 5, 6, 7, & 8, at the following link: <https://adviserinfo.sec.gov/firm/summary/170061>.

Conversation Starters - Questions to ask us:

- 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?

“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 adviser, 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 is an example to help you understand what this means:

- Since we earn more fees as your assets under management rise, we have an incentive to encourage you to place all of your available investment assets under our management.

Please also see our Form ADV Part 2A (“Brochure”), specifically Item 11, at the following link: <https://adviserinfo.sec.gov/firm/summary/170061>.

Conversation Starters – Questions to ask us:

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

“How do your financial professionals make money?”

Our financial professionals are paid based on the amount of assets under advisement. Please also see our Form ADV Part 2A (“Brochure”), specifically Item 10, at the following link: <https://adviserinfo.sec.gov/firm/summary/170061>.

Item 4: Disciplinary History

“Do you or your financial professionals have legal or disciplinary history?”

No, neither the Firm nor its financial professionals have legal or disciplinary history. Visit Investor.gov/CRS for a free, simple search tool to research us and our financial professionals.

Conversation Starters - Questions to ask us:

- As a financial professional, do you have any disciplinary history? For what type of conduct?

Item 5: Additional Information

For additional information on our advisory services, see our Brochure available at <https://adviserinfo.sec.gov/firm/summary/170061> and any individual brochure supplement your representative provides. If you have any questions, need additional up-to-date, or want another copy of this Client Relationship Summary, then please contact us at 240-253-4280.

Conversation Starter - Questions to ask us:

- Who is my primary contact person? Is he or she a representative of an investment adviser or a broker-dealer?
- Who can I talk to if I have concerns about how this person is treating me?

Exhibit 1 – Material Changes

This copy of the Customer Relationship Summary was updated on February 23, 2024. Immaterial formatting and the phrasing updates were made to all sections per SEC Form CRS instructions.

The following material changes were made:

Item 3: Fees, Costs, Conflicts, and Standard of Conduct

- Addition of the flat fee range.