



## **Complimentary “Get Acquainted” Meeting**

All clients are provided a free thirty-minute consultation, either by phone or in person, with the planner. At this meeting, prospective clients will have the opportunity to “get acquainted” with the planner that will be with them and to learn about the firm’s services. Additionally, the planner will be able to learn more about the client’s financial planning goals and overall objectives.

## **Flat Fee Services**

### **Retirement Analysis:**

- A Retirement Cash Flow Analysis will be completed based on current savings and spending patterns along with up to three alternate scenarios. The alternate scenarios will incorporate proposed modifications to the current estimates such as comparing retiring at different ages, taking a lump sum distribution versus a pension, or modifying spending goals.
- Includes Monte Carlo simulation to illustrate the effect that the variation of rates of return can have over time on your retirement projections. These simulations provide a probability of success of your retirement plan and can help you establish a more realistic plan.
- Includes a basic overview of other financial areas such as estate planning, life, disability and long term care insurance needs and a review of your current asset allocation.
- Specific investment review and recommendation of investments can be included in this analysis if requested. Access to Money Guide Pro online program for client’s personal use for a minimum of 90 days after completion of project by planner. The minimum is set only to provide the ability of the firm to cancel the use of the Money Guide Pro program if the firm decides to move to a new software program.
- Following the final presentation, the client will have the option to contract with Family First Financial Planning for ongoing planning, implementation and review services. If the client declines to engage Family First Financial Planning for any additional services, the client may contact the planner within 30 days after presentation to discuss any further questions.

### **Investment Analysis and Recommendation:**

The planner will provide a net worth statement and an asset allocation to show how current investments are allocated. Risk tolerance and long and short-term goals will be assessed to determine an appropriate overall investment allocation. Once the allocation is completed, current investment holdings will be reviewed and changes to the current investment plan will be proposed.

### **Other types of Services:**

- Need assistance in decisions that need to be made before seeing an attorney about estate documents such as a will or revocable living trust.
- Not sure if a specific investment product or insurance product being recommended is right for you.
- Need assistance picking an investment choice within your company's retirement plan.
- Need to develop a budget and spending plan.
- To find out potential types of bank products such as CD's, Money Market Funds, and home equity loans that might work in your situation.
- To discuss different college savings options.
- To prepare a financial emergency kit that documents your financial activities for family members or friends who may have to quickly take over your financial affairs due to a disability or death.

### **Ongoing Financial Advisory Services:**

After your initial planning project is completed, clients will have the opportunity to engage Family First Financial Planning for ongoing planning, implementation and review services. Financial planning is an on-going, ever evolving process and should be continually adjusted for changes in your personal financial situation and/or regulatory changes. If plans are not updated and reviewed on a consistent basis, they can become obsolete very quickly. Additionally, at the conclusion of the initial planning project, the client will be presented with a plan that needs to be implemented. By opting for Ongoing financial advisory services, the planner will be able to assist in the overall implementation and be sure that all of the recommendations are carried out.

For clients that opt for Ongoing Financial Advisory Services, after assisting the client with the implementation of the plan, meetings will be held with the planner at least quarterly. As a rule, investments will be reviewed on a quarterly basis, goals and objectives will be updated and reviewed as needed, priorities will be reassessed at least annually and budgeting, estate planning, insurance coverage and saving strategies will be reviewed at least annually. The client will have access to the planner via phone and email during regular business hours.

The fee for the ongoing financial advisory services will be 0.5% of liquid assets (cash, bank accounts, and investment accounts) as measured at the end of the most recent month, with a minimum annual fee of \$3,000.

Fees will be reset annually and will be payable quarterly, in advance. Clients can either be billed each quarter or we can charge a credit card on a quarterly basis for the pre-determined amount. For clients who have completed a retirement plan or investment analysis in the prior 30 days, they may receive a \$1,000 credit toward advisory service fees for the first year.

Fee schedule may be modified from time to time. Client's actual fees are determined at time of contract signing.

Last date modified: 09/01/2011