



Quarterly Service Calendar

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First Quarter Service Items



Prepare summary letter for your CPA for prior-year transactions



Conduct a statement of value analysis for your business



Send quarterly capital gains (losses) report



Provide semi-annual performance report with video analysis

Second Quarter Service Items



Perform investment diagnostic and stress test



Prepare and send goal review and report card



Insurance review (alternating health/life with P&C)



Update and send net worth statement



Send quarterly capital gains (losses) report

Third Quarter Service Items



Review your tax return and provide analysis



Update your financial plan with a summary report



Review and update estate planning documents



Send quarterly capital gains (losses) report



Conduct executive team meeting

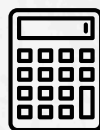


Provide semi-annual performance report with video analysis

Fourth Quarter Service Items



Establish next year's income distribution strategy



Analyze Roth conversion amount for next tax year



Present tax strategy for next year



Host your family retreat



Send quarterly capital gains (losses) report



Guiding Principles

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Service items are not tied to meetings.

- You should not be penalized for being so busy spending time with your family, building your business, or enjoying retirement that you don't have time to physically meet with our team.
- We are a high-touch firm and will be in constant communication with you throughout the year, but 90% of the above service calendar can and will be delivered without the need for a meeting.
- While the above is critical to providing our highest-value deliverables, we certainly look forward to meeting whenever it is convenient for you.

You may not utilize every service item every year, and that's fine.

- There may not be a need to host a family retreat every year. If you don't own a business, a statement-of-value analysis may not be relevant. While the majority of the service items are applicable and will bring tremendous value, you are not beholden to a rigid calendar.
- Similarly, there are countless service items that will be provided that aren't explicitly listed above—the calendar is not meant to be exhaustive.

Open lines of communication are critical.

- Most service items are impossible to deliver without some level of information gathering and ongoing dialogue.
- This applies both to you and to your professional team (accountants, attorneys, business executives, etc.).

We don't just manage investments.

- You'll notice that the majority of our service items relate to tax, estate, and business planning.
- Your financial life is not separated into silos—tax, estate, business, investment, insurance, and legacy all interact, and our job is to make that interaction work to your benefit.