



## QUESTIONS TO ASK WHEN INTERVIEWING A PLANNER

1. Do you have experience in providing advice on retirement planning, investment planning, tax planning, estate planning, insurance planning, and integrated planning? Yes, I provide a comprehensive approach to your financial goals, needs and desires. See credentials on separate contact/experience/educational credentials sheet.
2. What are your areas of specialization/qualifications? Phillip D. Bour is a CFP<sup>®</sup> professional and a NAPFA-Registered Financial Advisor<sup>®</sup> for Fee-Only<sup>®</sup>. See educational background on separate contact/experience/educational credentials sheet.
3. How long have you been offering financial planning advice? Since 2002 as BourGroup, previously pro-bono, and over 38+ years as an accounting professional.
4. How many clients do you have? Over 70 both pro-bono and paying clients.
5. What is your work history? See separate experience/educational credentials sheet.
6. What are your educational qualifications? See separate credentials sheet.
7. What other financial planning designations or certifications do you hold? See above.
8. What financial planning continuing education requirements do you fulfill? 60 CE (continuing education) units every two years (actually 60 or so per year).
9. What licenses do you hold? I do not sell investment products or insurance policies. I do investment, insurance and tax planning but do not prepare tax returns and therefore do not require "selling" licenses.
10. Are you registered as an investment adviser? Yes. Registered Investment Adviser in VA.
11. Will you provide me with your disclosure document Form ADV Part 2? Absolutely.
12. What services do you offer? Comprehensive financial plans and/or specific plans based on your needs.
13. Describe your approach to financial planning? I believe that everyone needs a "big" picture review of their financial goals and strategies to obtain them. I will provide a detailed investment philosophy upon request but, in brief, I believe that the many Nobel-prize winning economists of the past 50-60 years are correct that well-planned diverse asset allocation and a buy and hold strategy are appropriate.
14. Who will work with me? I prepare all documents for you personally and am available for all questions related to your final, written financial plan.
15. How are you paid for your services? Fee-Only<sup>®</sup> which, unlike many of my colleagues, does not include any percentage of "assets under management" because I believe, with my professional guidance, that you can manage your own money through your own retirement funds and discount brokerage accounts. Guidance is what is needed.
16. What do you typically charge? 1% of your Adjusted Gross Income as reported on your last or next Federal 1040 Tax Return OR \$200/hour for specific issues that we would define ahead of time with a not-to-exceed service agreement.
17. Commissions? No. Never. No referral fees and no commissions on any products I recommend for implementation of your financial needs and no assets under management percentages. (This is quite important and I would definitely want to explain this important difference to you). I recommend no-load mutual funds.
18. Do you have a business affiliation with any company whose products you recommend? No. Although I may personally use a company or product I recommend I receive no commissions or referral fees for such a recommendation.
19. Is any compensation based on selling products? No. Never.



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20. Do professionals and sales agents to whom you refer me send business, fees or any other benefits to you? Other professionals that I may recommend to you (for example, an attorney, real estate agent, insurance agent, etc.) will be individuals that I have known for some time and respect highly but there is no reciprocal agreement for referrals though this may occur on occasion. If so, I will make this known to you.
21. Do you have an affiliation with a broker/dealer? No. I am an independent advisor.
22. Are you an owner, or connected with, any other company whose services or products I will use? No.
23. Do you provide a written engagement agreement? Yes and I also provide a written Privacy Statement specifying your rights as a client.
24. Will I sign the Fiduciary Oath? Yes. Fiduciary Oath: Phillip D. Bour, CFP® shall exercise his best efforts to act in good faith and in the best interests of you, the client. As your advisor, I shall provide written disclosure to you, the client, prior to the engagement of my services, and thereafter throughout the term of the engagement, of any conflicts of interest which will or reasonably may compromise my impartiality or independence. Phillip D. Bour, CFP® as the Advisor, or any party in which the advisor has a financial interest, does not receive any compensation or other remuneration that is contingent on any client's purchase or sale of a financial product. I, as your advisor, do not receive a fee or other compensation from another party based on the referral of a client or the client's business.
25. Do you have a business continuity plan? Yes, indirectly. I would recommend another NAPFA-registered financial advisor who is also a CFP® professional and is local to the DC Metro area to follow-up with you if I were unable to perform my responsibilities.
26. Do you have a minimum fee? I recommend \$800 as a minimum but it is flexible depending on circumstances.
27. Do you receive on-going income from any of the mutual funds that you recommend in the form of "12(b)1" fees or other payouts? No. Never.
28. Are there financial incentives for you to recommend certain financial products? No. I am completely independent of these conflicts of interest.
29. Do your financial planning services include recommendations for specific investments or investment products? Yes. I will, based on a multi-layered set of criteria, provide specific recommendations on funds you currently own and funds you may not own but that may be appropriately incorporated into your financial plans.
30. Do you offer assistance with implementation of the plan? Yes. One year of access to BourGroup and me specifically for questions specifically related to implementing your comprehensive plan, if engaged for that purpose.
31. Do you offer continuous, on-going advice regarding my financial affairs? Yes. I also recommend a 6-month and 12-month monitoring of your plan at a cost of \$150/hour (normally one-hour is all that is required) and this time would be identified in advance on a not-to-exceed basis and written in a mutually agreed upon service agreement.
32. Do you take custody of, or have access to, my assets? No. I believe you can and should manage your own money and save the percentage charge for assets under management.
33. Do you require "discretionary" trading authority over my investment accounts? No. I do not hold any assets under management. I provide professional advice on selection and asset allocation strategies based on your time horizon, risk tolerance and other criteria.
34. Have you ever been publicly disciplined for any unlawful or unethical actions? No.