

**Firm Brochure**  
(Part 2A of Form ADV)

**Traditions Wealth Advisors, LLC**

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January 2019

This brochure provides information about the qualifications and business practices of Traditions Wealth Advisors, LLC. If you have any questions about the contents of this brochure, please contact us at: 979-694-9100 or by email at: [Brien@TraditionsWealthAdvisors.com](mailto:Brien@TraditionsWealthAdvisors.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Traditions Wealth Advisors, LLC is a "Registered Investment Adviser," - this registration does not imply a certain level of skill or training.

Additional information about Traditions Wealth Advisors, LLC is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

## Material Changes

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### **Annual Update**

The last annual update of this brochure was in January 2019. There have been no material changes to our business since that update.

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### **Full Brochure Available**

Whenever you would like to receive a complete copy of our Firm Brochure, please contact us by telephone at: 979-694-9100 or by email at: [Brien@TraditionsWealthAdvisors.com](mailto:Brien@TraditionsWealthAdvisors.com).

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# Advisory Business

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## **Firm Description**

Traditions Wealth Advisors, LLC was founded in 2004; its predecessor firms with the same ownership started in early 1989 by Brien L. Smith, CFP®.

Traditions Wealth Advisors, LLC provides personalized confidential financial planning and investment management to individuals, pension and profit sharing plans, trusts, estates, charitable organizations and small businesses. Advice is provided through consultation with the client and may include: determination of financial objectives, identification of financial problems, cash flow management, tax planning, insurance review, investment management, education funding, retirement planning, and estate planning.

Traditions Wealth Advisors, LLC is a fee-only financial planning and investment management firm and is not affiliated with entities that sell financial products or securities.

Investment advice is provided, with the client making the final decision on investment selection. Use of third party investment managers may be advisable for some clients. Traditions Wealth Advisors, LLC does not act as a custodian of client assets. The client always maintains asset control. Traditions Wealth Advisors, LLC places trades for clients under a limited power of attorney.

A written evaluation of each client's initial situation is provided to the client, often in the form of a net worth statement. Periodic reviews are also communicated to provide reminders of the specific courses of action that need to be taken. More frequent reviews occur but are not necessarily communicated to the client unless immediate changes are recommended.

Other professionals (e.g., lawyers, accountants, etc.) are engaged directly by the client on an as-needed basis. Conflicts of interest will be disclosed to the client in the unlikely event they should occur.

The initial meeting, which may be by telephone, is free of charge and is considered an exploratory interview to determine the extent to which financial planning and investment management may be beneficial to the client.

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## **Principal Owners**

Brien L. Smith, CFP® is the 100% owner.

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## **Types of Advisory Services**

Traditions Wealth Advisors, LLC provides holistic financial planning services, investment supervisory services, also known as asset management services; manages investment advisory accounts not involving investment supervisory services; furnishes investment advice through consultations; issues

periodicals about securities by subscription; issues special reports about securities; and issues charts, graphs, formulas, or other devices which clients may use to evaluate securities.

On more than an occasional basis, Traditions Wealth Advisors, LLC furnishes advice to clients on matters including securities, such as financial planning matters, taxation issues, and trust services that often include estate planning.

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### **Tailored Relationships**

The goals and objectives for each client are documented in our client relationship management system. Investment policy statements and engagement letters of customized financial plans are created that reflect the stated goals and objective. Clients may impose restrictions on investing in certain securities or types of securities.

Agreements may not be assigned without client consent.

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### **Types of Agreements**

The following agreements define the typical client relationships.

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#### **Financial Planning Agreement**

A financial plan is designed to help the client with all aspects of financial planning without ongoing investment management after the financial plan is completed.

The financial plan may include, but is not limited to: a net worth statement; a cash flow statement; a review of investment accounts, including reviewing asset allocation and providing repositioning recommendations; strategic tax planning; a review of retirement accounts and plans including recommendations; a review of insurance policies and recommendations for changes, if necessary; one or more retirement scenarios; estate planning review and recommendations; and education planning with funding recommendations. Currently we utilize the financial planning software MoneyGuide Pro, as well as the Fidelity Retirement Income Analysis.

Detailed investment advice and specific recommendations are provided as part of a financial plan. Implementation of the recommendations is at the discretion of the client.

The fee for a financial plan is predicated upon the facts known at the start of the engagement. The minimum fee is \$1,000 for a financial plan and is not negotiable. Since financial planning is a discovery process, situations occur wherein the client is unaware of certain financial exposures or predicaments.

In the event that the client's situation is substantially different than disclosed at the initial meeting, a revised fee will be provided for mutual agreement. The client must approve the change of scope in advance of the additional work being performed when a fee increase is necessary.

After delivery of a financial plan, future face-to-face meetings may be scheduled as necessary for up to one month. Follow-up implementation work is billed separately at the rate either of \$250 per hour or a percentage of assets under management, not to exceed the annual fee of 1.25%. A yearly advisor retainer fee is also an option for the client. In all options, the annual fee will have a minimum of \$5,000 per year if the client lives or works in the immediate Brazos Valley area or \$10,000 per year if the client lives and works further than 50 miles from the Brazos Valley area (Brazos County, TX and immediate surrounding counties).

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### **Advisory Service Agreement**

Most clients choose to have Traditions Wealth Advisors, LLC manage their assets in order to obtain ongoing in-depth advice and life planning. All aspects of the client's financial affairs are reviewed, including those of their children. Realistic and measurable goals are set and objectives to reach those goals are defined. As goals and objectives change over time, suggestions are made and implemented on an ongoing basis.

The scope of work and fee for an Advisory Service Agreement is provided to the client in writing prior to the start of the relationship. An Advisory Service Agreement includes: cash flow management; insurance review; investment management (including performance reporting); education planning; retirement planning; estate planning; and tax preparation, as well as the implementation of recommendations within each area.

The annual Advisory Service Agreement fee is based on a percentage of the investable assets according to the following schedule with the MINIMUM fees of:

- 1.00% on the first \$1,000,000;
- 0.75% on the next \$1,000,000 (from 1,000,001 to \$2,000,000); and
- assets above \$2,000,000 - fees are negotiable but below 0.75%

The minimum annual fee of \$5,000 is for the local Brazos Valley area clients and \$10,000 is for those outside of the immediate area, which is negotiable. Current client relationships may exist where the fees are higher or lower than the fee schedule above.

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### **Retainer Agreement**

In some circumstances, a Retainer Agreement is executed in lieu of an Advisory Service Agreement when it is more appropriate to work on a fixed-fee basis. The minimum annual fee for a Retainer Agreement is \$5,000 for clients located in the Brazos Valley area or \$10,000 for those located outside of the immediate Brazos Valley area, which is NOT NEGOTIABLE.



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**Investment Management Agreement**

An Investment Management Agreement may be executed when financial planning is not provided as part of the relationship. The minimum annual fee for an Investment Management Agreement is \$5,000, which is NOT NEGOTIABLE. The fees are divulged later and follow an Assets Under Management fee schedule.

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**Tax Planning Agreement**

Tax planning work is included in the Advisory Service Agreement or Retainer Agreement scope of work. However, Traditions Wealth Advisors, LLC., Cam Woolverton CFP® or Brien L. Smith, CFP® do not prepare tax returns.

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**Hourly Planning Engagements**

Traditions Wealth Advisors, LLC provides hourly planning services for clients who need advice on a limited scope of work. The hourly rate for limited scope engagements is \$250 with a minimum of \$5,000 for local clients or \$10,000 for clients outside of the immediate geographic area.

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**Client Assets Under Management**

As of December 31, 2018, Traditions Wealth Advisors, LLC manages approximately \$46 million in assets for approximately 50 clients. Seven accounts of approximately \$8 million are managed on a discretionary basis. The rest are managed on a non-discretionary basis.

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**Termination of Agreement**

Although the Advisory Service Agreement is an ongoing agreement and constant adjustments are required, the length of service to the client is at the client's discretion. The client or the investment manager may terminate an Agreement by written notice to the other party. At termination, for clients billed in arrears, fees will be billed on a pro rata basis for the portion of the quarter completed. The portfolio value at the completion of the prior full billing quarter is used as the basis for the fee computation, adjusted for the number of days during the billing quarter prior to termination. If the client made an advance payment, Traditions Wealth Advisors, LLC will refund any unearned portion of the advance payment. If termination of this Agreement is opted by the client in the first year of the relationship, the advisor may bill for a full quarter of fees, even if the quarter has just begun.

## **Fees and Compensation**

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**Description**

Traditions Wealth Advisors, LLC bases its fees on a percentage of assets under management, hourly charges, or fixed fees (not including subscription fees).

Some Retainer Agreements may be priced based on the complexity of work, especially when asset management is not the most significant part of the relationship.

Financial plans are priced according to the degree of complexity associated with the client's situation and the amount of time Traditions Wealth Advisors, LLC must devote to the client's case.

Fees can be Negotiable in some cases.

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### **Fee Billing**

Investment management fees are billed quarterly, usually, but not limited to, in the middle of a quarter. Therefore, in both advance and arrears, meaning that we can invoice you either before or after the three-month billing period has begun or ended. Payment in full is expected upon invoice presentation. Fees are usually deducted from a designated client account to facilitate billing. The client must consent in advance to direct debiting of their investment account.

Fees for financial plans are billed 50% in advance, with the balance due upon delivery of the financial plan.

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### **Additional Compensation**

Brien L. Smith, CFP® has a Texas Group 1 insurance agent's license; however, he uses it only to consult and will not sell insurance by charging commissions. We could charge a fee to consult on insurance advisory only or allow the investment advisory fee to cover the insurance advisory as well. This would depend on the investment advisory fee, the complexity and time consumed to answer the insurance advice.

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### **Other Fees**

Custodians may charge transaction fees on purchases or sales of certain mutual funds, exchange-traded funds, and all other securities. These transaction charges are usually small and incidental to the purchase or sale of a security. The selection of the security is more important than the nominal fee that the custodian charges to buy or sell the security.

When used, third party investment managers may charge an advisory fee that is in addition to those of Traditions Wealth Advisors, LLC.

New Advisory Service Agreement fees are calculated on a formula basis and adjusted for complexity of individual situations. The formula is based on gross income, gross assets and other financial considerations, including the anticipated number of hours we anticipate working on the case. Traditions Wealth Advisors, LLC, in its sole discretion, may waive its minimum fee and/or charge a lesser investment advisory fee depending on client circumstances.

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### **Expense Ratios**

Mutual funds generally charge a management fee for their services as investment managers. The management fee is called an expense ratio. For example, an expense ratio of 0.50 means that the mutual fund company charges 0.5% for their services. These fees are in addition to the advisory fees paid by you to Traditions Wealth Advisors, LLC.

Performance figures quoted by mutual fund companies in various publications are usually after their fees have been deducted. However, Traditions Wealth Advisors, as a Fiduciary, will explain to the client all fees.

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### **Past Due Accounts and Termination of Agreement**

Traditions Wealth Advisors, LLC reserves the right to stop work on any account that is more than 30 days overdue. In addition, Traditions Wealth Advisors, LLC reserves the right to terminate any financial planning engagement where a client has willfully concealed or has refused to provide pertinent information about financial situations when necessary and appropriate, in Traditions Wealth Advisors, LLC's judgment, to providing proper financial advice. Any unused portion of fees collected in advance will be refunded within 30 days. Traditions Wealth Advisors, LLC has the right to retain the full fee if hours worked on the case justifies it.

## **Performance-Based Fees and Side-By-Side Management**

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### **Sharing of Capital Gains**

Fees are not based on a share of the capital gains or capital appreciation of managed securities.

Traditions Wealth Advisors, LLC does not use a performance-based fee structure because of the potential conflict of interest. Performance-based compensation may create an incentive for the adviser to recommend an investment that may carry a higher degree of risk to the client.

Traditions Wealth Advisors, LLC does not engage in side-by-side management (which is when some clients pay fees based on performance while others pay fees based on assets under management).

## **Types of Clients**

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### **Description**

Traditions Wealth Advisors, LLC generally provides investment advice to individuals, pension and profit sharing plans, trusts, estates, or charitable organizations, corporations or business entities.

Client relationships vary in scope and length of service.

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## **Account Minimums**

The minimum account size is based on an annual fee of \$5,000 for local clients and \$10,000 for those out of the immediate area (as defined earlier).

When an account falls below \$500,000 of billable assets, the minimum annual fee of \$5,000 is charged. Depending upon circumstances, Traditions Wealth Advisors, LLC could sign an Hourly Agreement with the client if assets have diminished significantly below \$500,000.

Traditions Wealth Advisors, LLC has the discretion to waive the account minimum. Accounts of less than \$5,000 fee locally or \$10,000 out of the area may be set up when the client and the advisor anticipate the client will add additional funds to the accounts bringing the total equal to the \$5,000 fee locally or \$10,000 out of the immediate area within a reasonable time. Other exceptions will apply to employees of Traditions Wealth Advisors, LLC and their relatives, or relatives of existing clients.

Clients receiving ongoing asset management services will be assessed a \$5,000 locally or \$10,000 out of the immediate area minimum annual fee. Clients with assets below the minimum account size may pay a higher percentage rate on their annual fees than the fees paid by clients with greater assets under management.

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## **Methods of Analysis, Investment Strategies, and Risk of Loss**

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### **Methods of Analysis**

Security analysis methods may include charting, fundamental analysis, technical analysis, and cyclical analysis.

The main sources of information include Morningstar Work Station (formerly Principia) mutual fund information, Fidelity's "Advisor's Channel," and the World Wide Web, annual reports, prospectuses, filings with the Securities and Exchange Commission, and company press releases.

Other sources of information that Traditions Wealth Advisors, LLC may use include financial newspapers and magazines, inspections of corporate activities, research materials prepared by others, and corporate rating services.

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### **Investment Strategies**

The primary investment strategy used on client accounts is strategic asset allocation utilizing a core and satellite approach. This means that we use actively managed funds as the core investments and then add other funds to diversify the client's accounts into all areas of an asset allocation portfolio including, but not limited to, individual bonds and bond funds, as well as all areas of equity funds and alternative investments. Portfolios are globally diversified to control the risk associated with traditional markets.

Assets are invested primarily in no-load no commission institutional mutual funds and exchange-traded funds, usually through discount brokers or fund companies. Fund companies charge each fund shareholder an investment management fee that is disclosed in the fund prospectus. Discount brokerages may charge a transaction fee for the purchase of some funds.

Stocks and bonds may be purchased or sold through a brokerage account when appropriate. The brokerage firm charges a fee for stock and bond trades. Traditions Wealth Advisors, LLC does not receive any commissions or compensation (a.k.a. soft dollars), in any form, from fund companies;

Investments may also include: equities (stocks), warrants, corporate debt securities, commercial paper, certificates of deposit, municipal securities, investment company securities (variable annuities, and mutual funds shares), U. S. government securities, options contracts, futures contracts, and interests in partnerships.

Initial public offerings (IPOs) are not available through Traditions Wealth Advisors, LLC.

The investment strategy for a specific client is based upon the objectives stated by the client during consultations. The client may change these objectives at any time. Each client executes an Engagement letter, Financial Plan and/or Investment Policy Statement that documents their objectives and their desired investment strategy.

Other strategies may include recommending professional money managers (mutual funds and others) that utilize long-term purchases, short-term purchases, trading, short sales, margin transactions, and option writing (including covered options, uncovered options, or spreading strategies).

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### **Risk of Loss**

All investment programs have certain risks that are borne by the investor. Our investment approach constantly keeps the risk of loss in mind. Investors face the following investment risks:

- **Interest-rate Risk:** Fluctuations in interest rates may cause investment prices to fluctuate. For example, when interest rates rise, yields on existing bonds become less attractive, causing their market values to decline.
- **Market Risk:** The price of a security, bond, or mutual fund may drop in reaction to tangible and intangible events and conditions. This type of risk is caused by external factors independent of a security's particular underlying circumstances. For example, political, economic, and social conditions may trigger market events.

- **Inflation Risk:** When any type of inflation is present, a dollar today will not buy as much as a dollar next year because purchasing power is eroding at the rate of inflation.
- **Currency Risk:** Overseas investments are subject to fluctuations in the value of the dollar against the currency of the investment's originating country. This is also referred to as exchange rate risk.
- **Reinvestment Risk:** This is the risk that future proceeds from investments may have to be reinvested at a potentially lower rate of return (i.e., interest rate). This primarily relates to fixed income securities.
- **Business Risk:** These risks are associated with a particular industry or a particular company within an industry. For example, oil-drilling companies depend on finding oil and then refining it, a lengthy process, before they can generate a profit. They carry a higher risk of profitability than an electric company, which generates its income from a steady stream of customers who buy electricity no matter what the economic environment is like.
- **Liquidity Risk:** Liquidity is the ability to readily convert an investment into cash. Generally, assets are more liquid if many traders are interested in a standardized product. For example, Treasury Bills are highly liquid, while real estate properties are not.
- **Financial Risk:** Excessive borrowing to finance a business' operations increases the risk of profitability because the company must meet the terms of its obligations in good times and bad. During periods of financial stress, the inability to meet loan obligations may result in bankruptcy and/or a declining market value.

## **Disciplinary Information**

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### **Legal and Disciplinary**

Traditions Wealth Advisors, LLC and its employees have not been involved in legal or disciplinary events related to past or present investment clients.

## **Other Financial Industry Activities and Affiliations**

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### **Financial Industry Activities**

Traditions Wealth Advisors, LLC is NOT registered as a securities broker-dealer or a futures commission merchant, commodity pool operator, or commodity trading advisor.

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**Affiliations**

Brien L. Smith, CFP® has a Texas Group 1 insurance agent's license and may suggest insurance products to clients as appropriate, acting only as an insurance consultant, not a commissioned insurance agent. Please see the section titled "Fees and Compensation" for more details.

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**Code of Ethics, Participation or Interest in Client Transactions, and Personal Trading**

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**Code of Ethics**

The employees of Traditions Wealth Advisors, LLC acts as a Fiduciary to all of its clients or prospective clients, in other words we must always do what is right for the clients above any firm or personal gain by Traditions Wealth Advisors, LLC. Or its employees or associates. Further we have committed to a Code of Ethics that is available for review by clients and prospective clients upon request. The firm will provide a copy of the Code of Ethics to any client or prospective client upon request.

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**Participation or Interest in Client Transactions**

Traditions Wealth Advisors, LLC and its employees may not trade their own securities ahead of client trades. Employees comply with the provisions of the Traditions Wealth Advisors, LLC *Compliance Manual*.

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**Personal Trading**

The Chief Compliance Officer of Traditions Wealth Advisors, LLC is Brien L. Smith, CFP®. He reviews all employee trades each quarter. The personal trading reviews ensure that the personal trading of employees does not affect the markets and that clients of the firm receive preferential treatment. Since most employee trades are small mutual fund trades or exchange-traded fund trades, the trades do not affect the securities markets.

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**Brokerage Practices**

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**Selecting Brokerage Firms**

Specific custodian recommendations are made to clients based on their need for such services. Traditions Wealth Advisors, LLC recommends custodians, not brokerages, based on the proven integrity and financial responsibility of the firm.

Traditions Wealth Advisors, LLC recommends discount brokerage firms and trust companies (qualified custodians) such as Fidelity Institutional Investments, Charles Schwab & Co., or TIAA-CREF. Traditions Wealth Advisors, LLC does NOT receive any extra fees or commissions from any of these arrangements and has no conflicts of interest of any kind.

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**Best Execution**

Traditions Wealth Advisors, LLC reviews the execution of trades at each custodian each quarter. The review is documented in the Traditions Wealth Advisors, LLC *Compliance Manual*. Trading fees charged by the custodians is also reviewed on a quarterly basis. Traditions Wealth Advisors, LLC does not receive any portion of the trading fees.

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**Soft Dollars**

Traditions Wealth Advisors, LLC receives soft dollar benefits from custodians in the form of research and reports on investments and the financial markets. These benefits are within compliance guidelines and therefore do not present a conflict of interest.

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**Order Aggregation**

Most trades are mutual funds or exchange-traded funds where trade aggregation does garner any client benefit. Trade aggregation, through Fidelity Investments, allows clients who would not normally meet the minimums for institutional mutual funds to meet those minimums through aggregation with other clients' assets.

## Review of Accounts

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**Periodic Reviews**

Account reviews are performed quarterly by Brien L. Smith, CFP® President/Owner. Account reviews are performed more frequently when market conditions dictate.

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**Review Triggers**

Other conditions that may trigger a review are changes in the tax laws, new investment information, and changes in a client's own situation.

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**Regular Reports**

Account reviewers are members of the firm's Investment Committee. They are instructed to consider the client's current security positions and the likelihood that the performance of each security will contribute to the investment objectives of the client.

Clients receive periodic communications on at least an annual basis. *Advisory Service Agreement* clients, *Investment Management* clients, and *Retainer Agreement* clients receive written quarterly updates. The written updates may include a net worth statement, portfolio accounting statement, and a summary of objectives and progress towards meeting those objectives.



## Client Referrals and Other Compensation

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### **Incoming Referrals**

Traditions Wealth Advisors, LLC has been fortunate to receive many client referrals over the years. The referrals came from current clients, estate planning attorneys, accountants, employees, personal friends of employees, and other similar sources. The firm does not compensate referring parties for these referrals.

### **Referrals Out**

Traditions Wealth Advisors, LLC does not accept referral fees or any form of remuneration from other professionals when a prospect or client is referred to them.

### **Other Compensation**

Not applicable, as Traditions Wealth Advisors, LLC does not receive any other compensation, unless disclosed previously.

## Custody

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Custody is defined as having any access to client funds or securities. Because Traditions Wealth Advisors, LLC generally has the authority to instruct the account custodian to deduct the investment management fee directly from the client's account, Traditions Wealth Advisors, LLC is considered to have "custody" of client assets. This limited access is monitored by the client through receipt of account statements directly from the custodian. These statements all show the deduction of the management fee from the account. Otherwise, Traditions Wealth Advisors, LLC may only direct the movement of funds from one account in the client's name to another such titled account, but has no other access to funds.

### **Account Statements**

All assets are held at qualified custodians, which means the custodians are holding the clients assets and provide account statements directly to clients at their address of record at least quarterly.

### **Performance Reports**

Clients are urged to compare the account statements received directly from their custodians to the performance report statements provided by Traditions Wealth Advisors, LLC.

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**Asset Allocation Statements**

Clients are frequently (either quarterly or annually) provided asset allocation statements. These statements show all investable assets, either custodied through Traditions Wealth Advisors, LLC into Fidelity, Schwab or TIAA-CREF or as supplied by the client.

**Investment Discretion**

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**Discretionary Authority for Trading**

Traditions Wealth Advisors, LLC does not accept discretionary authority to manage securities accounts on behalf of clients. Traditions Wealth Advisors, LLC does not have the authority to determine, without obtaining specific client consent, the securities to be bought or sold and the amount of the securities to be bought or sold. Traditions Wealth Advisors, LLC instead consults with the client prior to each trade to obtain concurrence if a blanket trading authorization has not been given. Traditions Wealth Advisors, LLC may work with private institutional money managers who would take a limited power of attorney on Traditions Wealth Advisors' clients. In this role, Traditions Wealth Advisors, LLC would perform due diligence and monitor the private institutional manager, but would not offer investment recommendations to buy, sell or hold any securities. However, we would charge a small asset management fee, usually 0.50% or less, in addition to the private money manager's fee.

The client approves the custodian to be used and the fees paid to the custodian. Traditions Wealth Advisors, LLC does not receive any portion of the transaction fees paid by the client to the custodian on certain trades.

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**Limited Power of Attorney**

The only limited power of attorney is held on client accounts which is a private institutional money manager account directly through Fidelity Institutional.

**Voting Client Securities**

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**Proxy Votes**

Traditions Wealth Advisors, LLC does not vote proxies on securities. Clients are expected to vote their own proxies.

When assistance on voting proxies is requested, Traditions Wealth Advisors, LLC will provide recommendations to the client. If a conflict of interest exists, as a Fiduciary, it will be disclosed to the client.

## Financial Information

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### Financial Condition

Traditions Wealth Advisors, LLC does not have any financial impairment that will preclude the firm from meeting contractual commitments to clients.

## Requirements for State-Registered Advisers

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Please see the brochure supplement for information regarding the Firm's owner, Brien L. Smith, CFP®.

Neither the Firm nor any of its officers or principals has been involved in an award in an arbitration claim alleging damages, or an award of being found liable in a civil, self-regulatory organization, or administrative proceeding.

Neither the Firm nor any of its officers or principals has a relationship or arrangement with an issuer of securities.

## Business Continuity Plan

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### General

Traditions Wealth Advisors, LLC has a Business Continuity Plan in place that provides detailed steps to mitigate and recover from the loss of office space, communications, services, or key people.

### Disasters

The Business Continuity Plan covers natural disasters such as snow storms, hurricanes, tornados, and flooding. The Plan covers man-made disasters such as loss of electrical power, loss of water pressure, fire, bomb threat, nuclear emergency, chemical event, biological event, T-1 communications line outage, Internet outage, railway accident and aircraft accident. Electronic files are backed up daily and archived offsite.

### Alternate Offices

Alternate offices are identified to support ongoing operations in the event the main office is unavailable. It is our intention to contact all clients within five days of a disaster that dictates moving our office to an alternate location.

### Loss of Key Personnel

Traditions Wealth Advisors, LLC has signed a Business Continuation Agreement with N. Cameron Woolverton, CFP® in the event of Brien L. Smith's serious disability or death.

# Information Security Program

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## Information Security

Traditions Wealth Advisors, LLC maintains an information security program to reduce the risk that a client's personal and confidential information may be breached.

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## Privacy Notice

Traditions Wealth Advisors, LLC is committed to maintaining the confidentiality, integrity, and security of the personal information that is entrusted to us.

The categories of nonpublic information that we collect from you may include information about your personal finances, information about your health to the extent that it is needed for the financial planning process, information about transactions between you and third parties, and information from consumer reporting agencies, e.g., credit reports. We use this information to help you meet your personal financial goals.

Only with your written permission, would we disclose limited information to attorneys, accountants, and mortgage lenders with whom you have established a relationship. You may opt out from our sharing information with these nonaffiliated third parties by notifying us at any time by telephone, mail, fax, email, or in person. With your permission, we share a limited amount of information about you with your brokerage firm in order to execute securities transactions on your behalf.

We maintain a secure office to ensure that your information is not placed at unreasonable risk. We employ a firewall barrier, secure data encryption techniques, and authentication procedures in our computer environment.

We do not provide your personal information to mailing list vendors or solicitors. We require strict confidentiality in our agreements with unaffiliated third parties that require access to your personal information, including financial service companies, consultants, and auditors. Federal and state securities regulators may review our Company records and your personal records as permitted by law.

Personally identifiable information about you will be maintained while you are a client, and for the required period thereafter that records are required to be maintained by federal and state securities laws. After that time, information may be destroyed.

We will notify you in advance if our privacy policy is expected to change. We are required by law to deliver this *Privacy Notice* to you annually, in writing.

**Brochure Supplement**  
(Part 2B of Form ADV)

**Brien L. Smith, CFP<sup>®</sup>**

**Traditions Wealth Advisors, LLC**  
**2700 Earl Rudder Freeway S., suite #2600**  
**College Station, TX. 77845**  
**979-694-9100**  
**979-695-0790**  
**www.TraditionsWealthAdvisors.com**  
**Brien@TraditionsWealthAdvisors.com**

**April 2017**

This brochure supplement provides information about Brien L. Smith that supplements the Traditions Wealth Advisors, LLC brochure. You should have received a copy of that brochure. Please contact Brien L. Smith if you did not receive Traditions Wealth Advisors, LLC's brochure or if you have any questions about the contents of this supplement. Additional information about Brien L. Smith is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

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## **Education and Business Standards**

Traditions Wealth Advisors, LLC requires that advisors in its employ have a bachelor's degree and further coursework demonstrating knowledge of financial planning and tax planning. Examples of acceptable coursework include: an MBA, a CFP®, a CFA, a ChFC, JD, CTFA, EA or CPA. Additionally, advisors must have work experience that demonstrates their aptitude for financial planning and investment management.

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## **Professional Certifications**

Employees have earned certifications and credentials that are required to be explained in further detail.

Certified Financial Planner (CFP®): Certified Financial Planners are licensed by the CFP® Board to use the CFP® mark. CFP® certification requirements:

- Bachelor's degree from an accredited college or university.
- Completion of the financial planning education requirements set by the CFP® Board ([www.cfp.net](http://www.cfp.net)).
- Successful completion of the 10-hour CFP® Certification Exam.
- Three-year qualifying full-time work experience.
- Successfully pass the Candidate Fitness Standards and background check.

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## **Employee/Owner - Brien L. Smith, CFP®**

Educational Background:

- Year of birth: 1959
- Educational Institutions (Year)
- College for Financial Planning: 1989-1994
- University of Houston: 1987-1988 graduate studies in Economics
- Texas A&M University: BBA in Business Management 1981.

Business Experience:

- Traditions Wealth Advisors, LLC. (College Station, TX) owner from 7/2004 to present
- Brien L. Smith, CFP® through Purshe Kaplan Sterling Investments (Albany, NY.) Registered Representative from 7/2004 to 4/2014
- Raymond James Financial Services, Inc, (St. Petersburg, FL.) Registered Representative from 3/1994 to 7/2004

- Carter Advisory Services, Inc. (Dallas, TX.) -Financial Planner from 3/1994 to 7/2004
- Associated with Carter Financial Management (Dallas, TX.) V.P.- Financial Planner from 3/1994 to 7/2004
- IDS/American Express Financial Advisors (Bryan, TX.) Financial Planner/Registered Rep. from 3/1991 to 3/1994
- IDS/American Express Financial Advisors (Houston, TX) Financial Planner/Registered Rep. from 3/1989 to 3/1991

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**Disciplinary Information**

None

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**Other Business Activities**

Spirit Stewardship Ministries is a non profit 501(c) 3 with the purpose of financial literacy on a “pro bono” basis. Spirit Fiduciary Partners is a wholly owned subsidiary of Traditions Wealth Advisors, LLC with the purpose of aiding non-profits in managing their funds and endowments. Brien volunteers for his Church’s \$80. Million foundation as a “pro-bono” Investment Committee member. This function is only as an overseer and Brien makes no specific investment recommendations to these funds.

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**Additional Compensation**

Additional compensation is received only for Spirit Fiduciary Partners; nothing is received for Spirit Stewardship Ministries, Inc.

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**Supervision**

Brien L. Smith, CFP® is the owner of Traditions Wealth Advisors, LLC and, as such, is not subject to additional supervision.

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**Requirements for State-Registered Advisers**

Brien L. Smith, CFP® has not been found liable in an arbitration claim, nor has he been found liable in a civil, self-regulatory organization, or administrative proceeding.

Brien L. Smith, CFP® has not been the subject of a bankruptcy petition.