# FORM CRS (CLIENT RELATIONSHIP SUMMARY) A SUMMARY OF YOUR ADVISORY RELATIONSHIP WITH COORDINATED FINANCIAL SERVICES, INC. March 7, 2024

# **ITEM 1- INTRODUCTION**

Coordinated Financial Services, Inc is registered with the Securities and Exchange Commission (SEC) as an investment adviser. Brokerage and investment advisory services and fees differ, and it is essential for you to understand these differences. Free and simple tools are available to research firms and our Financial Professionals at 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?

Coordinated Financial Services, Inc. offers investment advisory services to retail investors on a discretionary and non-discretionary basis. In a discretionary account, you have granted written investment authority to your Financial Professional to execute purchase and sell orders in your advisory accounts without consulting with you first. You may limit our discretion by imposing reasonable restrictions on investing in certain securities or groups of securities. In a non-discretionary account, you have not granted trading authority to your Financial Professional, and he or she is required to consult with you before executing trades in your account. As the retail client, you make the ultimate decision regarding purchasing or selling your investments. If deemed appropriate for you, our Firm will recommend utilizing a separate managed account, third party money manager, or unified managed account program ("SMA" or "TPMM" or "UMA") to aid in the implementation of investment strategies for the client's portfolio. Our Firm monitors your investment advisory accounts, and specific investments within your accounts, on an ongoing basis to align with your investment goals. This service is included as part of the Firm's standard advisory services. Our Firm requires a minimum portfolio value of \$250,000 in order to provide advisory services to you. This minimum portfolio value requirement is negotiable. Additionally, our Firm offers financial planning and consulting services for our clients. Financial Planning services can be provided on a stand-alone basis or with our investment management services.

#### FOR MORE INFORMATION REFER TO OUR FIRM'S ADV PART 2A BROCHURE - ITEM 4, 7, 8, 13 & 16

#### QUESTIONS TO ASK YOUR FINANCIAL PROFESSIONAL:

- ☑ 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 firm charges an annual investment advisory fee based on a percentage of assets under our management. The investment management fee includes investment management supervision, trade entry, and other account maintenance and/or service activities. Our investment management fees are based on a percentage of the total account value. Our maximum annual investment advisory fee is 1.50%. For accounts held at Charles Schwab, fees are billed quarterly in arrears based on the average monthly ending balance for the previous three months of the quarter. For accounts held at LPL, fees are billed in advanced based on the account value at the quarter end. For LPL accounts, we will provide our investment Management Services through a "wrap" fee advisory program, you will pay a wrap fee which usually includes the advisory fee and the costs for the execution of securities transactions and other services. Separate Managed Account, Third Party Money Manager, or Unified Managed Account Program ("SMA" or "TPMM" or "UMA") fees are charged independently by mutual funds, exchange traded funds, private investment funds, and separate account managers. The billing methods of these organizations are outlined in each firm's brochure, prospectus, or contract. You pay ongoing fees directly to TPMM's based on the assets you have under management with respect to each TPMM. You pay the fees even if you don't buy or sell investments. The more assets in your advisory account(s), the more you will pay in fees, and therefore, our firm has an incentive to encourage you to increase the assets in your account(s). Your custodian will charge transaction costs, custodial fees, redemption fees, retirement plan and administrative fees, or commissions. The mutual funds and/or ETFs held in your advisory account(s) will charge management fees and other expenses. Fees for financial planning services are billed at a rate of \$250.00 an hour or a flat negotiated rate.

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.

# FOR MORE INFORMATION REFER TO OUR FIRM'S ADV PART 2A BROCHURE - ITEM 5

#### QUESTIONS TO ASK YOUR FINANCIAL PROFESSIONAL:

- 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 are some examples to help you understand what this means. Asset-based fees present a conflict because our Firm is incentivized by encouraging you to invest additional funds in your advisory accounts. Asset-based fee compensation also poses a conflict when: a) Advising you to rollover a 401(k) balance, when equivalent and less costly options are available if funds are left with the employer's fund manager. b) Advising you not to pay off a mortgage (thus diminishing assets), even when the mortgage carries a high interest rate. c) Advising against making a large charitable contribution to get a tax deduction (but decrease assets under management). d) Advising you to take a margin position in your managed account and charging fees on the margin balance. Our firm allows our Financial Professionals to invest in the same securities as you; therefore, our Financial Professionals may have an incentive to favor their personal accounts over your advisory account. Other conflicts to consider: Some of our Financial Professionals are registered representatives of LPL Financial LLC ("LPL"), a registered broker-dealer and investment adviser. Your Financial Professional may offer you brokerage services through LPL or investment advisory services through our Firm. Your Financial Professional may earn additional transaction-based compensation and have additional conflicts of interest as a result of providing brokerage services through LPL. You are encouraged to learn more about LPL by reviewing LPL's Relationship Summary and having a discussion with your Financial Professional. Lastly, some of the products, services and other benefits provided by your custodians are used in servicing all of our Firm's advisory accounts and therefore may not directly benefit your advisory account. If you have questions about whether any of these situations could apply to your investments, ask your Financial Professional.

# FOR MORE INFORMATION REFER TO OUR FIRM'S ADV PART 2A BROCHURE - ITEM 10, 11, 12 & 14

#### QUESTIONS TO ASK YOUR FINANCIAL PROFESSIONAL:

✓ How do your conflicts of interest affect me? How will you address them?

#### **HOW DO YOUR FINANCIAL PROFESSIONALS MAKE MONEY?**

Our financial professionals are compensated based on the revenue our firm earns from our investment advisory fees. This compensation This compensation is based on the amount of assets they service, the amount of time spent, and the complexity required to meet the client's needs or revenue based on the recommendations provided by our Financial Professionals.

While some of our Firm's Financial Professionals are engaged in outside business activities, we are required to disclose material outside business activities and any conflict it may pose to you. Our Firm supervises the business activities of our Financial Professionals through our compliance program. All Financial Professionals are required to follow a Code of Conduct to mitigate any conflicts to you.

# FOR MORE INFORMATION REFER TO OUR FIRM'S ADV PART 2A BROCHURE - ITEM 5, 10, 11, 12 & 14

# ITEM 4 - DISCIPLINARY HISTORY

# DO YOU OR YOUR FINANCIAL REPRESENTATIVES HAVE DISCIPLINARY HISTORY?

No. Visit Investor.gov/CRS for a free and simple search tool to research us and our financial professionals.

# QUESTIONS TO ASK YOUR FINANCIAL PROFESSIONAL:

☑ As a Financial Professional, do you have any disciplinary history? For what type of conduct?

#### FOR MORE INFORMATION REFER TO OUR FIRM'S ADV PART 2A BROCHURE - ITEM 9

#### **ITEM 5 - ADDITIONAL INFORMATION**

For additional information about our investment advisory services visit the SEC's website at www.adviserinfo.sec.gov. Our firm's IARD number is: 147881. You may also contact us directly for up-to-date information and to request a copy of the relationship summary at: 303-770-5401.

#### QUESTIONS TO ASK YOUR FINANCIAL PROFESSIONAL:

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

# **MATERIAL CHANGES**

Since our last annual amendment, filed March 8, 2023, the following updates have been made to Form CRS:

• October 2023: The firm added language to Items 2 and 3 to clarify our billing practices. Our firm charges a maximum fee of 1.5%, and we bill in arrears for accounts held at Schwab and in advance for accounts held at LPL.