

## **Brochure Supplement**

**TFO Phoenix, Inc.  
5060 North 40<sup>th</sup> Street  
Suite 200  
Phoenix, Arizona 85018  
(602) 466-2611  
November 21, 2019**

**This Brochure Supplement provides information about TFO Phoenix personnel that supplements the TFO Phoenix Brochure, of which you should have received a copy. Please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611 if you did not receive TFO Phoenix's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about the firm's personnel is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 1- Cover Page**

Benjamin J. Kelly

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Benjamin J. Kelly that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Kelly is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Benjamin J. Kelly**

Born 1977

**Education**

J.D., Arizona State University Sandra Day O'Conner College of Law, Tempe, AZ 2006  
B.S. in Entrepreneurship, Indiana University, Bloomington, IN 1999

**Employment**

Partner, Husch Blackwell, LLP, January 2015 to Present

Family Wealth Strategist, TFO Phoenix, Inc., October 2012 to Present

Investment Advisor Representative, TFO-TDC, LLC, January 2010 to October 2012

Attorney, Husch Blackwell, LLP, September 2006 to December 2014

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Benjamin Kelly.

### **Item 4 - Other Business Activities**

#### Husch Blackwell, LLP

Benjamin Kelly, in his individual capacity, is an attorney and partner with the law firm Husch Blackwell, LLP ("Husch"). Husch is a full-service law firm. Husch may recommend TFO Phoenix, Inc. to law firm clients in need of advisory services, and TFO Phoenix, Inc. may recommend Husch to advisory clients in need of legal services. Legal services provided by Husch are separate and distinct from the advisory services of TFO Phoenix, Inc., and are provided for separate compensation agreed upon by Husch and the client. There are no referral fee arrangements or other financial arrangements between TFO Phoenix, Inc. and Husch for these recommendations. However, in certain circumstances, TFO Phoenix, Inc. may utilize and engage the legal services of Husch particularly estate and retirement planning necessary for various TFO Phoenix, Inc. services. TFO Phoenix, Inc. may charge clients, and compensate Husch based on its assistance.

No TFO Phoenix, Inc. client is obligated to use Husch for any legal services, and no Husch client is obligated to use TFO Phoenix, Inc. for advisory services.

### **Item 5 - Additional Compensation**

As part of Mr. Benjamin Kelly's compensation as an employee of TFO Phoenix, Mr. Kelly is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Kelly may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Kelly's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Kelly's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Kelly's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Brittany L. Genzale**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Brittany L. Genzale that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Ms. Genzale is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Brittany L. Genzale**

Born 1981

**Education**

San Diego State University, Graduated in 2004, Finance Major

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., January 2014 to Present

Wealth Advisor, TFO Phoenix, Inc., December 2011 to December 2013

Senior Associate, GenSpring Family Offices, LLC, January 2008 to November 2011

Senior Associate, Inlign Wealth Management, LLC, January 2007 to December 2007

Associate, Inlign Wealth Management, LLC, August 2004 to December 2006

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Ms. Brittany L. Genzale.

### **Item 4 - Other Business Activities**

Ms. Brittany L. Genzale is currently not involved in any business activities outside of her employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Ms. Brittany L. Genzale's compensation as an employee of TFO Phoenix, Ms. Genzale is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Ms. Genzale may not earn this bonus each year, which is in addition to her regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Ms. Genzale's client account activity and the advice she provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Ms. Genzale's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Ms. Genzale's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

Casey J. Bowman

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Casey J. Bowman that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Bowman is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Casey J. Bowman**

Born 1995

**Education**

University of Arizona, Graduated 2017 with a BS in Finance

**Employment**

Family Wealth Associate, TFO Phoenix, Inc., August 2018 to Present

Personal Investor, The Vanguard Group, Inc., July 2017 to August 2018

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Casey J. Bowman.

### **Item 4 - Other Business Activities**

Mr. Casey J. Bowman is currently not involved in any business activities outside of her employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Casey J. Bowman's compensation as an employee of TFO Phoenix, Mr. Bowman is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Bowman may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Bowman's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Bowman's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Bowman's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Christopher K. Hess, CFP®, CPA, PFS**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Christopher K. Hess that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Hess is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Christopher K. Hess, CFP®, CPA, PFS**

Born 1980

**Education**

Brigham Young University, Graduated in 2005 with a B.S. in Accounting

Brigham Young University, Graduated in 2005 with a Master of Accountancy

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., December 2011 to Present

Relationship Manager, GenSpring Family Offices, LLC, January 2010 to November 2011

Senior Associate, GenSpring Family Offices, LLC, January 2008 to December 2009

Senior Associate, Inlign Wealth Management, January 2007 to December 2007

Associate, Inlign Wealth Management, May 2005 to December 2006

### Additional information regarding the CFP® designation

#### **CFP® - Certified Financial Planner™**

Issued by: [Certified Financial Planner Board of Standards, Inc.](#)

Prerequisites/Experience Required: Candidate must meet the following requirements:

- A bachelor's degree (or higher) from an accredited college or university, and
- 3 years of full-time personal financial planning experience

Educational Requirements: Candidate must complete a CFP®-board registered program, or hold one of the following:

- CPA
- ChFC
- Chartered Life Underwriter (CLU)
- CFA
- Ph.D. in business or economics
- Doctor of Business Administration
- Attorney's License

Examination Type: CFP® Certification Examination

Continuing Education/Experience Requirements: 30 hours every 2-years

### Additional information regarding the CPA designation

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

### Additional information regarding the PFS designation

#### **PFS - Personal Financial Specialist Minimum Qualifications**

Issued by: [The American Institute of Certified Public Accountants \(AICPA\)](#)

Prerequisites/Experience Required: Candidate must meet all of the following requirements:

- Be a member of the AICPA;
- Hold an unrevoked CPA certificate issued by a state authority;
- Earn at least 100 points under the PFS point system. For example, 30 points are awarded for each year of 1,200 hours of experience; up to 40 points are awarded for passing various exams; one point is awarded for three CPE credits, etc. (See the [PFS Credential Handbook](#) for more on earning PFS points);
- Substantiate business experience in personal financial planning-related services

Educational Requirements: CPA plus personal financial planning specific education (See the [PFS Credential Handbook](#))

Examination Type: Final Certification Exam

Continuing Education/Experience Requirements: A combined total of 60 PFS points in personal financial planning business experience and qualified "life-long learning" activities every 3 years. The PFS point system is described in the [PFS Credential Handbook](#).

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Christopher K. Hess.

### **Item 4 - Other Business Activities**

Mr. Christopher K. Hess is not engaged in any other investment related business activities outside of his employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Christopher K. Hess's compensation as an employee of TFO Phoenix, Mr. Hess is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Hess may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Hess' client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Hess' written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Hess' activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Christopher E. Erblich**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Christopher E. Erblich that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Erblich is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Christopher E. Erblich**

Born 1968

**Education**

J.D., Saint Louis University School of Law, St. Louis, MO 1994

B.S.B.A., Washington University at Saint Louis, St. Louis, MO 1990

**Employment**

CEO, TFO Phoenix, Inc., January 2019 to Present

Chairman, TFO Phoenix, Inc., December 2011 to Present

Investment Adviser Representative, TFO Phoenix, Inc., October 2011 to Present

Investment Adviser Representative, TFO-TDC, LLC, January 2010 to Present

President, TFO-TDC, LLC, January 2010 to February 2014

Partner and Attorney, Husch Blackwell, LLP, 2008 to Present

Partner and Attorney, Husch & Eppenberger, LLC, 1994 to 2008

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Christopher E. Erblich.

### **Item 4 - Other Business Activities**

#### Husch Blackwell, LLP

Mr. Christopher E. Erblich, in his individual capacity, is an attorney and partner with the law firm Husch Blackwell, LLP ("Husch"). Husch is a full-service law firm. TFO Phoenix, Inc. is controlled by Mr. Erblich as Trustee of two irrevocable trusts.

Husch may recommend TFO Phoenix, Inc. ("TFO Phoenix") to law firm clients in need of advisory services, and TFO Phoenix may recommend Husch to advisory clients in need of legal services. Legal services provided by Husch are separate and distinct from the advisory services of TFO Phoenix and are provided for separate compensation agreed upon by Husch and the client. Given the affiliation between TFO Phoenix and Husch, each firm has a potential conflict of interest and incentive to recommend the services of the other. TFO Phoenix only recommends Husch when suitable and in the best interests of clients. There are no referral fee arrangements or other financial arrangements between TFO Phoenix and Husch for these recommendations. However, in certain circumstances, TFO Phoenix may utilize and engage the legal services of Husch particularly estate and retirement planning necessary for various TFO Phoenix services. TFO Phoenix may charge clients, and compensate Husch based on its assistance.

Except as stated above, no TFO Phoenix client is obligated to use Husch for any legal services, and no Husch client is obligated to use TFO Phoenix for advisory services.

#### TFO-TDC, LLC

Mr. Christopher E. Erblich, in his individual capacity, is affiliated with TFO-TDC, LLC, an SEC registered investment adviser (SEC File No: 801-62074/CRD No 124407). Mr. Erblich serves as Trustee of a Trust that directly owns 50% of TFO-TDC, LLC. Mr. Erblich is also an investment adviser representative of TFO-TDC, LLC. The advisory services provided by and fees charged by TFO-TDC, LLC are separate and distinct from the advisory services provided by and the fees charged by TFO Phoenix. No TFO Phoenix client is obligated to use

the advisory services of TFO-TDC, LLC, and except as stated below no TFO-TDC, LLC advisory client is obligated to use the advisory services of TFO Phoenix.

TFO-TDC, LLC, on behalf of its clients, may engage TFO Phoenix to advise and assist in matters regarding tax, family office services, family governance, family education, and philanthropy, as well as facilitate and organize family meetings, and for such services, TFO Phoenix may charge TFO-TDC, LLC, who in turn may charge the client.

#### PandoTree Trust Company, LLC

Mr. Christopher E. Erblich is a Board Member, an indirect beneficial owner, and President of PandoTree Trust Company, LLC (“Pando”), a trust company affiliated with TFO Phoenix. Clients of TFO Phoenix are referred to Pando for their trust services. Due to Mr. Erblich’s affiliation with Pando, a conflict of interest exists where Pando recommends the services of TFO Phoenix and where TFO Phoenix recommends the services of Pando, because the firms have an incentive to recommend the affiliated firm over other non-affiliated firms. Additionally, clients are under no obligation, contractually or otherwise, to use Pando’s services. Pando does not share any revenue with TFO Phoenix.

#### Delrisk, Inc. and Bridgepoint Risk Management LLC (“Bridgepoint”)

Mr. Christopher E. Erblich serves as Trustee of a Trust which has ownership in Delrisk, Inc., a holding company which has ownership in Bridgepoint, a licensed property and casualty insurance agency providing personal and commercial insurance to individuals and businesses. The Trust for which Mr. Erblich is a Trustee that has ownership of Delrisk, Inc., may receive distributions from Bridgepoint. Mr. Erblich serves on the Board of Directors for Bridgepoint. A conflict of interest exists where associated persons of TFO Phoenix may recommend this licensed insurance entity to TFO Phoenix’s clients. In its separate insurance capacity, BridgePoint and its licensed individuals may receive separate, yet customary commission compensation. No advisory client is obligated to use the services of Bridgepoint and Bridgepoint does not share insurance revenues with TFO Phoenix.

#### 5060 Building, LLC

Mr. Christopher E. Erblich, by and through two irrevocable trusts, is a majority owner and the Manager of 5060 Building, LLC, a commercial office building located in Phoenix, Arizona. TFO Phoenix occupies office space located in the building together with affiliated and unaffiliated tenants.

#### Xavier Foundation, Inc.

Mr. Christopher E. Erblich, in his individual capacity, is a board member of the Xavier Foundation, Inc. Endowment Advisory Committee, and serves as President of the Xavier

Foundation, Inc. Board of Trustees. The Xavier Foundation Inc. is associated with Xavier College Preparatory High School located in Phoenix, Arizona. Each committee meets three times a year for approximately one hour.

#### **Trust Companies**

Mr. Christopher E. Erblich, in his individual capacity, serves as a Manager of two trust companies, providing oversight on management matters for each company. Trusts are clients of TFO Phoenix.

#### **Item 5 - Additional Compensation**

Mr. Christopher E. Erblich does not receive any additional compensation for providing investment advisory services rendered on behalf of TFO Phoenix beyond the compensation received as Chairman, CEO and Investment Adviser Representative of the Firm.

#### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Mr. Erblich's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Erblich's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Erblich's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Charles R. Carroll, CFA, CAIA**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Charles R. Carroll that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Carroll is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Charles R. Carroll, CFA, CAIA**

Born 1969

**Education**

University of Wisconsin-Madison, Graduated 1991 with a Bachelors of Business Administration in Accounting

**Employment**

Chief Investment Officer, TFO Phoenix, Inc., November 2011 to Present

Director of Investments, GenSpring Family Offices, LLC, January 2008 to November 2011

Chief Investment Officer, Inlign Wealth Management, LLC, September 2005 to December 2007

Additional Information about the CFA designation

**CFA - Chartered Financial Analyst**

Issued by: CFA Institute

Prerequisites/Experience Required:

Candidate must meet one of the following requirements:

- Undergraduate degree and 4 years of professional experience involving investment decision-making, or
- 4 years qualified work experience (full time, but not necessarily investment related)

Educational Requirements: Self-study program (250 hours of study for each of the 3 levels)

Examination Type: 3 course exams

Continuing Education/Experience Requirements: None

Additional Information about the CAIA designation

**CAIA - Chartered Alternative Investment Analyst**

Issued by: CAIA Association

Prerequisites/Experience Required:

Candidate must meet one of the following requirements:

- U.S. bachelor's degree (or equivalent) and over 1 year of professional experience, or
- Four years of professional experience

Examination Type: CAIA candidates must pass both Level I and Level II of the CAIA exam to qualify for the CAIA designation.

Qualifying candidates must also provide two professional references as part of the application.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Charles R. Carroll.

### **Item 4 - Other Business Activities**

On behalf of TFO Phoenix, Inc., Mr. Charles R. Carroll serves on the investment committee of an affiliated adviser, TFO-TDC, LLC and also provides investment research to TFO-TDC, LLC.

### **Item 5 - Additional Compensation**

As part of Mr. Charles R. Carroll's compensation as an employee of TFO Phoenix, Mr. Carroll is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Carroll may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Carroll's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Carroll's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Carroll's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1 - Cover Page**

Connor C. Humphrey, CFP®

TFO PHOENIX, INC.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Connor C. Humphrey that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Humphrey is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Connor C. Humphrey, CFP®**

Born 1986

**Education**

Arizona State University, Graduated in 2009 with a B.S. in Finance and Marketing

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., January 2018 to Present

Wealth Advisor, TFO Phoenix, Inc., June 2015 to December 2017

Associate, Gresham Partners, LLC, December 2013 to May 2015

Associate, TFO Phoenix, Inc., December 2011 to October 2013

Associate, GenSpring Family Offices, LLC, July 2009 to December 2011

## Additional information regarding the CFP® designation

The **CERTIFIED FINANCIAL PLANNER™, CFP®** and federally registered CFP® (with flame design) marks (collectively, the "CFP® marks") are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board").

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 63,000 individuals have obtained CFP® certification in the United States. To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education - Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination - Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances;
- Experience - Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics - Agree to be bound by CFP Board's *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP® professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks:

- Continuing Education - Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and
- Ethics - Renew an agreement to be bound by the *Standards of Professional Conduct*. The Standards prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP® certification.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Connor C. Humphrey.

### **Item 4 - Other Business Activities**

Mr. Connor C. Humphrey is currently not involved in any business activities outside of his employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Connor C. Humphrey's compensation as an employee of TFO Phoenix, Mr. Humphrey is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Humphrey may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Humphrey's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Humphrey's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Humphrey's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Cyrus Askari Baravati, CFP®**

**TFO Phoenix, Inc.**

**5060 North 40th Street**

**Suite 200**

**Phoenix, AZ 85018**

**Telephone: 602-466-2611**

**November 1, 2019**

**This brochure supplement provides information about Cyrus Askari Baravati that supplements the TFO Phoenix, Inc. brochure. You should have received a copy of that brochure. Contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's brochure or if you have any questions about the contents of this supplement.**

**Additional information about Cyrus Askari Baravati (CRD # 6117211) is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 Educational Background and Business Experience**

**Cyrus Askari Baravati, CFP®**

**Born 1986**

**Education**

**San Francisco State University, BA Mathematics - Emphasis in Secondary Education, 2011  
California State University, Fullerton, 5/2011 - 12/2011**

**Employment**

**TFO Phoenix, Inc., Family Wealth Strategist, May 2019 - Present  
Schwab Private Client Investment Advisory, Inc., Private Client Advisor, April 2015 - May 2019**

Schwab Private Client Investment Advisory, Inc., Associate Private Client Advisor, April 2014 - April 2015

Charles Schwab & Co, High Net Worth Broker, November 2013 - April 2014

Charles Schwab & Co, Registered Representative, September 2012 - November 2013

US Department of Commerce, Small Business Analyst, April 2012 - September 2012

Additional information regarding the CFP® designation

The **CERTIFIED FINANCIAL PLANNER™, CFP®** and federally registered CFP® (with flame design) marks (collectively, the "CFP® marks") are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board").

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 71,000 individuals have obtained CFP® certification in the United States.

To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education – Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination – Pass the comprehensive CFP® Certification Examination. The examination includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances;
- Experience – Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics – Agree to be bound by CFP Board's *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP® professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks:

- Continuing Education – Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and

- Ethics – Renew an agreement to be bound by the *Standards of Professional Conduct*. The *Standards* prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP® certification.

### **Item 3 Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Cyrus Askari Baravati.

### **Item 4 Other Business Activities**

Mr. Cyrus Askari Baravati is currently not involved in any business activities outside of his employment with TFO Phoenix, Inc.

### **Item 5 Additional Compensation**

As part of Mr. Cyrus Askari Baravati's compensation as an employee of TFO Phoenix, Mr. Baravati is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Baravati may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Baravati's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Baravati's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Baravati's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

Damon T. Miller

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Damon T. Miller that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Miller is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Damon T. Miller**

Born 1977

**Education**

Arizona State University, Graduated 2000 with a B.S. in Global Business/Finance

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., November 2011 to Present

Relationship Manager, GenSpring Family Offices, LLC, January 2008 to November 2011

Relationship Manager, Inlign Wealth Management, LLC, June 2006 to December 2007

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Damon T. Miller.

### **Item 4 - Other Business Activities**

Mr. Damon T. Miller is not engaged in any other investment related business activities outside of his employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Damon T. Miller's compensation as an employee of TFO Phoenix, Mr. Miller is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Miller may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Miller's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Miller's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Miller's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**David A. Bloom, CPA**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about David A. Bloom that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Bloom is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**David A. Bloom, CPA**

Born 1981

**Education**

Purdue University, August 2000 to May 2001

University of Arizona, Graduated in 2005 with a B.S. in Accounting

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., January 2014 to Present

Wealth Advisor, TFO Phoenix, Inc., December 2011 to December 2013

Senior Associate, GenSpring Family Offices, LLC, January 2010 to December 2011

Associate, GenSpring Family Offices, LLC, January 2008 to December 2009

Associate, Inlign Wealth Management, LLC, August 2007 to December 2007

Tax Associate, RSM McGladrey, Inc., February 2006 to August 2007

Additional information regarding the CPA designation

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

**Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. David A. Bloom.

**Item 4 - Other Business Activities**

Mr. David A. Bloom is not engaged in any business activities outside of his employment with TFO Phoenix, Inc.

**Item 5 - Additional Compensation**

As part of Mr. David A. Bloom's compensation as an employee of TFO Phoenix, Mr. Bloom is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Bloom may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

**Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Bloom's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Bloom's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Bloom's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1 - Cover Page**

Donald R. Scott

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Donald R. Scott that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Scott is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Donald R. Scott**

Born 1981

**Education**

J.D., Sandra Day O'Conner College of Law, Arizona State University, Tempe, AZ 2007  
B.S. in Advertising, Northern Arizona University, Flagstaff, AZ 2003

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., June 2016 to Present  
Director of Estate Planning, TFO-TDC, LLC, June 2016 to Present  
Partner, Husch Blackwell LLP, January 2016 to May 2016  
Attorney, Husch Blackwell LLP, January 2011 to December 2015  
Attorney, Frazer, Ryan, Goldberg and Arnold, September 2007 to December 2010

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Donald R. Scott.

### **Item 4 - Other Business Activities**

#### TFO-TDC, LLC

Mr. Donald R. Scott is an investment adviser representative of TFO-TDC, LLC, an SEC registered investment adviser (SEC File No: 801-62074/CRD#124407) and affiliated firm. The advisory services provided by and fees charged by TFO-TDC, LLC are separate and distinct from the advisory services provided by and the fees charged by TFO Phoenix, Inc. The advisory services provided by TFO-TDC, LLC, are separate and distinct from the advisory services of TFO Phoenix, Inc. No TFO Phoenix, Inc. client is obligated to use the advisory services of TFO-TDC, LLC, and except as stated below no TFO-TDC, LLC advisory client is obligated to use the advisory services of TFO Phoenix, Inc.

TFO-TDC, LLC, on behalf of its clients, may engage TFO Phoenix, Inc., to advise and assist in matters regarding tax, family office services, family governance, family education, and philanthropy, as well as facilitate and organize family meetings, and for such services TFO Phoenix, Inc., may charge TFO-TDC, LLC, who in turn may charge the client.

#### PandoTree Trust Company, LLC

Mr. Donald R. Scott is a Board Member and Vice President of PandoTree Trust Company, LLC, ("Pando"), a trust company affiliated with TFO Phoenix, Inc. Clients of TFO Phoenix, Inc., are referred to Pando for their trust services. Due to Mr. Scott's affiliation with Pando, a conflict of interest exists where Pando recommends the services of TFO Phoenix, Inc., and where TFO Phoenix, Inc., recommends the services of Pando, because the firms have an incentive to recommend the affiliated firm over other non-affiliated firms. Additionally, clients are under no obligation, contractually or otherwise, to use Pando's services. Pando does not share any revenue with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Donald R. Scott's compensation as an employee of TFO Phoenix, Mr. Scott is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Scott may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

## **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Scott's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Scott's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Scott's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Emily E. Bolick, CFP®, CPA**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Emily E. Bolick that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mrs. Bolick is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Emily E. Bolick, CFP®, CPA**

Born 1989

**Education**

Arizona State University, Graduated 2011 with a BS in Accounting

Arizona State University, Graduated 2012 with a Masters in Taxation

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., June 2019 to Present

Wealth Advisor, TFO Phoenix, Inc., January 2013 to June 2019

Associate, TFO Phoenix, Inc., December 2011 to December 2012

Intern, GenSpring Family Offices, LLC, June 2010 to December 2011

Intern, IPSA International Investigative Firm, March 2010 to June 2010

Teller, Wells Fargo Bank N.A., June 2007 to April 2010  
Additional information regarding the CFP® designation

### **CFP® - Certified Financial Planner™**

Issued by: [Certified Financial Planner Board of Standards, Inc.](http://www.cfpboard.org)

Prerequisites/Experience Required: Candidate must meet the following requirements:

- A bachelor's degree (or higher) from an accredited college or university, and
- 3 years of full-time personal financial planning experience

Educational Requirements: Candidate must complete a CFP®-board registered program, or hold one of the following:

- CPA
- ChFC
- Chartered Life Underwriter (CLU)
- CFA
- Ph.D. in business or economics
- Doctor of Business Administration
- Attorney's License

Examination Type: CFP® Certification Examination

Continuing Education/Experience Requirements: 30 hours every 2-years

### Additional information regarding the CPA designation

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mrs. Emily E. Bolick.

### **Item 4 - Other Business Activities**

Mrs. Emily E. Bolick is currently not involved in any business activities outside of her employment with TFO Phoenix, Inc.

## **Item 5 - Additional Compensation**

As part of Mrs. Emily E. Bolick's compensation as an employee of TFO Phoenix, Mrs. Bolick is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mrs. Bolick may not earn this bonus each year, which is in addition to her regular salary, as it is granted solely at TFO Phoenix's discretion.

## **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mrs. Bolick's client account activity and the advice she provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mrs. Bolick's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mrs. Bolick's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Eric J. Voita, CPA, CPWA®, PFS**

**TFO Phoenix, Inc.**

**5060 North 40<sup>th</sup> Street**

**Suite 200**

**Phoenix, Arizona 85018**

**(602) 466-2611**

**November 1, 2019**

**This Brochure Supplement provides information about Eric J. Voita that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Voita is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Eric J. Voita, CPA, CPWA®, PFS**

**Born 1972**

**Education**

University of Colorado at Boulder, Graduated in 1994 with a BS in Accounting  
University of Colorado at Boulder, Graduated in 1995 with an MS in Taxation

**Employment**

Director of Tax Strategy, TFO Phoenix, Inc., November 2011 to Present

Director of Tax, GenSpring Family Offices, LLC, January 2008 to November 2011

Relationship Manager, Inlign Wealth Management, LLC, June 2004 to December 2007

### Additional Information about the CPA designation

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

### Additional Information about the CPWA® designation

The **Certified Private Wealth Advisor (CPWA)** designation signifies that an individual has met initial and on-going experience, ethical, education, and examination requirements for the professional designation, which is centered on private wealth management topics and strategies for high-net-worth clients. Prerequisites for the CPWA designation are: a Bachelor's degree from an accredited college or university or one of the following designations or licenses: CIMA®, CIMC®, CFA®, CFP®, ChFC® or CPA license; acceptable regulatory history as evidenced by FINRA Form U-4 or other regulatory requirements; five years of professional client-centered experience in financial services or a related industry; and two letters of reference from an IMCA member, professional supervisor, or currently licensed professional in financial services or a related industry. CPWA designees have completed a rigorous educational process that includes self-study requirements, an in-class education component, and successful completion of a comprehensive examination. CPWA designees are required to adhere to IMCA's Code of Professional Responsibility and Rules and Guidelines for Use of the Marks. CPWA designees must report 40 hours of continuing education credits, including two ethics hours, every two years to maintain the certification. The designation is administered through Investment Management Consultants Association (IMCA).

### Additional Information about the PFS designation

Issued by: The American Institute of Certified Public Accountants (AICPA)

Prerequisites/Experience Required: Candidate must meet all of the following requirements:

- Be a member of the AICPA;
- Hold an unrevoked CPA certificate issued by a state authority;
- Earn at least 100 points under the PFS point system. For example, 30 points are awarded for each year of 1,200 hours of experience; up to 40 points are awarded for passing various exams; one point is awarded for three CPE credits, etc. (See the PFS Credential Handbook for more on earning PFS points);
- Substantiate business experience in personal financial planning-related services

Educational Requirements: CPA plus personal financial planning specific education (See the PFS Credential Handbook)

Examination Type: Final Certification Exam

Continuing Education/Experience Requirements: A combined total of 60 PFS points in personal financial planning business experience and qualified "life-long learning" activities every 3 years. The PFS point system is described in the PFS Credential Handbook.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Eric J. Voita.

### **Item 4 - Other Business Activities**

Mr. Eric J. Voita is not engaged in any other investment related business activities outside of his employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Eric J. Voita's compensation as an employee of TFO Phoenix, Mr. Voita is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Voita may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Voita's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Voita's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Voita's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Jacqueline F. Weflen, CPA**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Jacqueline F. Weflen that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Ms. Weflen is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Jacqueline F. Weflen, CPA**

Born 1983

**Education**

Xavier College Preparatory, August 1996 to May 2001

University of Arizona, August 2001 to December 2001

Arizona State University, Graduated 2005 with a B.S. in Accounting & Finance

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., January 2013 to Present

Wealth Advisor, TFO Phoenix, Inc., November 2011 to December 2012

Senior Associate, GenSpring Family Offices, LLC, January 2009 to November 2011

Associate, GenSpring Family Offices, LLC, January 2008 to December 2008

Associate, Inlign Wealth Management, LLC, September 2006 to December 2007

### Additional information regarding the CPA designation

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Ms. Jacqueline F. Weflen.

### **Item 4 - Other Business Activities**

Ms. Jacqueline F. Weflen, in her individual capacity, is a board member of the Xavier Foundation, Inc. Endowment Advisory Committee, and is a member of the Xavier Foundation, Inc. Board of Trustees. The Xavier Foundation Inc. is associated with Xavier College Preparatory High School located in Phoenix, Arizona. Each committee meets three times a year for approximately one hour.

### **Item 5 - Additional Compensation**

As part of Ms. Jacqueline F. Weflen's compensation as an employee of TFO Phoenix, Ms. Weflen is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Ms. Weflen may not earn this bonus each year, which is in addition to her regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Ms. Weflen's client account activity and the advice she provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Ms. Weflen's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Ms. Weflen's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

Jill A. Herbert  
TFO Phoenix, Inc.  
5060 North 40<sup>th</sup> Street  
Suite 200  
Phoenix, Arizona 85018  
(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Jill A. Herbert that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Ms. Herbert is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Jill A. Herbert**

Born 1970

**Education**

Arizona State University, Graduated in 1999 with a BS in Finance

**Employment**

Investment Operations Manager, TFO Phoenix, Inc., November 2011 to Present  
Manager of Investment Advisory Services, DelCo Investment Advisors, LLC, July 2011 to November 2011  
Chief Compliance Officer, SB Capital Management, Inc., February 2003 to July 2011

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Ms. Jill A. Herbert.

### **Item 4 - Other Business Activities**

Ms. Jill A. Herbert is not engaged in any other investment related business activities outside of her employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Ms. Jill A. Herbert's compensation as an employee of TFO Phoenix, Ms. Herbert is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Ms. Herbert may not earn this bonus each year, which is in addition to her regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Ms. Herbert's client account activity and the advice she provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Ms. Herbert's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Ms. Herbert's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Kim K. Llumiquinga**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 21, 2019

**This Brochure Supplement provides information about Kim K. Llumiquinga that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Ms. Llumiquinga is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Kim K. Llumiquinga**

Born 1972

**Education**

Rutgers University, Graduated in 1994

**Employment**

Family Wealth Strategist, TFO Phoenix, Inc., December 2011 to Present

Relationship Manager, GenSpring Family Offices, LLC, January 2008 to November 2011

Relationship Manager, Inlign Wealth Management, LLC, June 2002 to December 2007

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Ms. Kim K. Llumiquinga.

### **Item 4 - Other Business Activities**

On behalf of TFO Phoenix, Inc., Ms. Kim K. Llumiquinga serves as a consultant of an affiliated advisor, TFO-TDC, LLC. The advisory services provided by and fees charged by TFO-TDC, LLC, are separate and distinct from the advisory services provided by and the fees charged by TFO Phoenix, Inc. Except as stated below, no TFO Phoenix, Inc., client is obligated to use the advisory services of TFO-TDC, LLC, as no TFO-TDC, LLC, advisory client is obligated to use the advisory services of TFO Phoenix, Inc., TFO-TDC, LLC, on behalf of its clients, may engage TFO Phoenix, Inc., to advise and assist in matters regarding tax, family office services, family governance, family education, and philanthropy, as well as facilitate and organize family meetings, and for such services TFO Phoenix, Inc., may charge TFO-TDC, LLC, who in turn may charge the client.

Ms. Llumiquinga serves as an independent director for a trust company (which is an advisory client of TFO Phoenix, Inc.) providing oversight on management and compliance matters for the company. She also serves as an independent officer for a foundation (which is an advisory client of TFO Phoenix, Inc.) providing administrative and treasurer duties. Ms. Llumiquinga is a Manager of KHL Ohana, LLC, a private limited liability company. KHL Ohana's principal business is making investment in securities and other assets. Ms. Llumiquinga is also a passive Member of Marceless Group LLC, a private limited liability company. Marceless Group LLC engages in real estate investing, investment management and other business endeavors.

Ms. Llumiquinga serves as an independent coach for students participating in a creative problem-solving program. Team members work together at length to solve a predefined long-term problem and present their solution to the problem at a competition. She spends approximately 10 to 15 percent of her time coaching the team.

### **Item 5 - Additional Compensation**

As part of Ms. Kim K. Llumiquinga's compensation as an employee of TFO Phoenix, Ms. Llumiquinga is eligible to receive an annual bonus based on client referrals and/or new

advisory business managed. Ms. Llumiquinga] may not earn this bonus each year, which is in addition to her regular salary, as it is granted solely at TFO Phoenix's discretion.

#### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Ms. Llumiquinga's client account activity and the advice she provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Ms. Llumiquinga's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Ms. Llumiquinga's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

Mark Rizvi  
TFO Phoenix, Inc.  
5060 North 40th Street  
Suite 200  
Phoenix, AZ 85018  
Telephone: 602-466-2611

November 14, 2019

**This brochure supplement provides information about Mark Rizvi that supplements the TFO Phoenix, Inc. brochure. You should have received a copy of that brochure. Contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mark Rizvi (CRD # 6953734) is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

## **Item 2 Educational Background and Business Experience**

Born 1996

### Education

Texas Tech University, BS Personal Financial Planning, 2018

### Employment

TFO Phoenix, Inc., Family Wealth Associate, January 2019 - Present

1836 Heritage LLC, Owner, January 2017 - Present

Snow Garrett Wealth Management, Client Service Intern, May 2018 – December 2018

Student, May 2009 – December 2018

Chappell Hill Investment Group, Assistant Maintenance, May 2012 – December 2017

Vietnam Center and Archive, Student Assistant, February 2017 – September 2017

## **Item 3 Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Mark Rizvi.

## **Item 4 Other Business Activities**

Mr. Mark Rizvi is currently not involved in any business activities outside of his employment with TFO Phoenix, Inc.

## **Item 5 Additional Compensation**

As part of Mr. Mark Rizvi's compensation as an employee of TFO Phoenix, Mr. Rizvi is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Rizvi may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

## **Item 6 Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Rizvi's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Rizvi's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Rizvi's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Mason G. Longstreth, CPA, PFS, CFP®**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Mason G. Longstreth that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Longstreth is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Mason G. Longstreth, CPA, PFS, CFP®**

Born 1978

**Education**

Arizona State University, Graduated in 2003 with a B.S. in Accountancy/Management  
Arizona State University, Graduated in 2004 with a Masters in Taxation

**Employment**

Director of Tax, TFO Phoenix, Inc., January 2019 to Present

Senior Wealth Advisor, TFO Phoenix, Inc., December 2011 to December 2018

Relationship Manager, GenSpring Family Offices, LLC, January 2008 to November 2011

Senior Associate, Inlign Wealth Management, January 2006 to December 2007

Associate, Inlign Wealth Management, June 2004 to December 2005

Intern, Inlign Wealth Management, January 2003 to June 2004

Additional information regarding the CPA designation

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

Additional information regarding the PFS designation

**PFS - Personal Financial Specialist Minimum Qualifications**

Issued by: [The American Institute of Certified Public Accountants \(AICPA\)](#)

Prerequisites/Experience Required: Candidate must meet all of the following requirements:

- Be a member of the AICPA;
- Hold an unrevoked CPA certificate issued by a state authority;
- Earn at least 100 points under the PFS point system. For example, 30 points are awarded for each year of 1,200 hours of experience; up to 40 points are awarded for passing various exams; one point is awarded for three CPE credits, etc. (See the [PFS Credential Handbook](#) for more on earning PFS points);
- Substantiate business experience in personal financial planning-related services

Educational Requirements: CPA plus personal financial planning specific education (See the [PFS Credential Handbook](#))

Examination Type: Final Certification Exam

Continuing Education/Experience Requirements: A combined total of 60 PFS points in personal financial planning business experience and qualified "life-long learning" activities every 3 years. The PFS point system is described in the [PFS Credential Handbook](#).

Additional Information about the CFP® designation

**CFP® - Certified Financial Planner**

Issued by: [Certified Financial Planner Board of Standards, Inc.](#)

Prerequisites/Experience Required: Candidate must meet the following requirements:

- A bachelor's degree (or higher) from an accredited college or university, and
- 3 years of full-time personal financial planning experience

Educational Requirements: Candidate must complete a CFP®-board registered program, or hold one of the following:

- CPA
- ChFC
- Chartered Life Underwriter (CLU)
- CFA
- Ph.D. in business or economics
- Doctor of Business Administration
- Attorney's License

Examination Type: CFP® Certification Examination

Continuing Education/Experience Requirements: 30 hours every 2-years

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Mason G. Longstreth.

### **Item 4 - Other Business Activities**

Mr. Mason G. Longstreth is not actively engaged in any investment related business or activities that provide a substantial source of income or involve a substantial amount of time outside of his employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Mason G. Longstreth's compensation as an employee of TFO Phoenix, Mr. Longstreth is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Longstreth may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Longstreth's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Longstreth's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any

concerns or questions regarding Mr. Longstreth's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

Ryan Amy, CPA, CFP®,

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Ryan Amy that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Amy is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Ryan C. Amy, CPA, CFP®**

Born 1993

**Education**

Arizona State University, Graduated in 2016 with a B.S. in Accounting

Arizona State University, Graduated in 2016 with a B.S. in Finance

**Employment**

Family Wealth Advisor, TFO Phoenix, Inc., February 2017 to Present

Associate, PricewaterhouseCoopers, LLP, July 2016 to February 2017

Accounting Assistant, Arizona State University, January 2014 to May 2016

Intern, TFO Phoenix, Inc., May 2015 to August 2015

Accounting Intern, Irvine Company, May 2014 to August 2014

Loan Review Auditor, Deutsche Bank, May 2013 to August 2013

Full Time Student, Arizona State University, August 2012 to May 2016

### Additional information regarding the CPA designation

#### **Certified Public Accountant (CPA)**

CPA's are licensed and regulated by their state boards of accountancy. While state laws and regulations vary, the education, experience and testing requirements for licensure as a CPA generally include minimum college education (typically 150 credit hours with at least a baccalaureate degree and a concentration in accounting), minimum experience levels (most states require at least one year of experience providing services that involve the use of accounting, attest, compilation, management advisory, financial advisory, tax or consulting skills, all of which must be achieved under the supervision of or verification by a CPA), and successful passage of the Uniform CPA Examination. In order to maintain a CPA license, states generally require the completion of 40 hours of continuing professional education (CPE) each year (or 80 hours over a two year period or 120 hours over a three year period). Additionally, all American Institute of Certified Public Accountants (AICPA) members are required to follow a rigorous *Code of Professional Conduct* which requires that they act with integrity, objectivity, due care, competence, fully disclose any conflicts of interest (and obtain client consent if a conflict exists), maintain client confidentiality, disclose to the client any commission or referral fees, and serve the public interest when providing financial services. The vast majority of state boards of accountancy have adopted the AICPA's *Code of Professional Conduct* within their state accountancy laws or have created their own.

### Additional information regarding the CFP® designation

**The CERTIFIED FINANCIAL PLANNER™, CFP®** and federally registered CFP® (with flame design) marks (collectively, the "CFP® marks") are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board").

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 63,000 individuals have obtained CFP® certification in the United States. To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education - Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination - Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies

and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances;

- Experience - Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics - Agree to be bound by CFP Board's *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP® professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks:

- Continuing Education - Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and
- Ethics - Renew an agreement to be bound by the *Standards of Professional Conduct*. The Standards prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP® certification.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Ryan Amy.

### **Item 4 - Other Business Activities**

Mr. Ryan Amy is not engaged in any business activities outside of his employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Ryan Amy's compensation as an employee of TFO Phoenix, Mr. Amy is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Amy may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

#### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Amy's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team.

Regular monitoring activities include reviewing Mr. Amy's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Amy's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1- Cover Page**

**Sara M. Mercer, CPA**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Sara M. Mercer that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Ms. Mercer is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Sara M. Mercer, CPA**

Born 1987

**Education**

Xavier College Preparatory, Graduated in 2005

University of Arizona, Graduated in 2009 with a BSBA in Accounting

Arizona State University, Graduated 2010 with a Masters in Taxation

**Employment**

Tax Service Associate, TFO Phoenix, Inc., January 2019 to Present

Wealth Advisor, TFO Phoenix, Inc., January 2013 to December 2018

Associate, TFO Phoenix, Inc., November 2011 to December 2012

Associate, GenSpring Family Offices, LLC, June 2010 to November 2011

Intern, GenSpring Family Offices, LLC, June 2009 to May 2010

Receptionist, University of Arizona Economics Dept., August 2008 to May 2009 [Additional information regarding the CPA designation](#)

**Certified Public Accountant (CPA)** is the title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Ms. Sara M. Mercer.

### **Item 4 - Other Business Activities**

Ms. Sara M. Mercer is not actively engaged in any investment related business or activities that provide a substantial source of income or involve a substantial amount of time outside of her employment with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Ms. Sara M. Mercer's compensation as an employee of TFO Phoenix, Ms. Mercer is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Ms. Mercer may not earn this bonus each year, which is in addition to her regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Ms. Mercer's client account activity and the advice she provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Ms. Mercer's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Ms. Mercer's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.

**Item 1 - Cover Page**

**Scott M. Horn, CPA**

TFO Phoenix, Inc.

5060 North 40<sup>th</sup> Street

Suite 200

Phoenix, Arizona 85018

(602) 466-2611

November 1, 2019

**This Brochure Supplement provides information about Scott M. Horn that supplements TFO Phoenix, Inc.'s Brochure. You should have received a copy of that Brochure. Please contact Mrs. Patricia Schwarz, the Firm's Chief Compliance Officer, if you did not receive the Firm's Brochure or if you have any questions about the contents of this supplement.**

**Additional information about Mr. Horn is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).**

**Item 2 - Educational Background and Business Experience**

**Scott M. Horn, CPA**

Born 1968

**Education**

Bachelor of Arts in Accounting, Michigan State University, June 1990

Masters of Science in Accountancy, University of Illinois Urbana-Champaign, August 1991

**Employment**

President, TFO Phoenix, Inc., November 2011 to Present

Director, GenSpring Family Offices, LLC, January 2008 to November 2011

Director, Inlign Wealth Management, LLC, June 2002 to December 2007

## Additional information regarding the CPA designation

### **Certified Public Accountant (CPA)**

CPA's are licensed and regulated by their state boards of accountancy. While state laws and regulations vary, the education, experience and testing requirements for licensure as a CPA generally include minimum college education (typically 150 credit hours with at least a baccalaureate degree and a concentration in accounting), minimum experience levels (most states require at least one year of experience providing services that involve the use of accounting, attest, compilation, management advisory, financial advisory, tax or consulting skills, all of which must be achieved under the supervision of or verification by a CPA), and successful passage of the Uniform CPA Examination. In order to maintain a CPA license, states generally require the completion of 40 hours of continuing professional education (CPE) each year (or 80 hours over a two year period or 120 hours over a three year period). Additionally, all American Institute of Certified Public Accountants (AICPA) members are required to follow a rigorous *Code of Professional Conduct* which requires that they act with integrity, objectivity, due care, competence, fully disclose any conflicts of interest (and obtain client consent if a conflict exists), maintain client confidentiality, disclose to the client any commission or referral fees, and serve the public interest when providing financial services. The vast majority of state boards of accountancy have adopted the AICPA's *Code of Professional Conduct* within their state accountancy laws or have created their own.

### **Item 3 - Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item for Mr. Scott M. Horn.

### **Item 4 - Other Business Activities**

Mr. Scott M. Horn serves as an independent director for a trust company (which is an advisory client of TFO Phoenix, Inc.) providing oversight on management and compliance matters for the company.

Mr. Horn is also a minority owner of 5060 Building, LLC, a commercial office building located in Phoenix, Arizona. TFO Phoenix, Inc. occupies office space located in the building together with affiliated and unaffiliated tenants.

### PandoTree Trust Company, LLC

Mr. Horn is a Board Member and Treasurer of PandoTree Trust Company, LLC, ("Pando"), a trust company affiliated with TFO Phoenix, Inc. Clients of TFO Phoenix, Inc., are referred to Pando for their trust services. Due to Mr. Horn's affiliation with Pando, a conflict of interest

exists where Pando recommends the services of TFO Phoenix, Inc., and where TFO Phoenix, Inc., recommends the services of Pando, because the firms have an incentive to recommend the affiliated firm over other non-affiliated firms. Additionally, clients are under no obligation, contractually or otherwise, to use Pando's services. Pando does not share any revenue with TFO Phoenix, Inc.

### **Item 5 - Additional Compensation**

As part of Mr. Scott M. Horn's compensation as an employee of TFO Phoenix, Mr. Horn is eligible to receive an annual bonus based on client referrals and/or new advisory business managed. Mr. Horn may not earn this bonus each year, which is in addition to his regular salary, as it is granted solely at TFO Phoenix's discretion.

### **Item 6 - Supervision**

As a supervised person of TFO Phoenix, Inc., Mr. Horn's client account activity and the advice he provides to clients is regularly monitored by investment advisory personnel and the firm's compliance team. Regular monitoring activities include reviewing Mr. Horn's written and electronic client correspondence and the reviewing of clients' investment policy objectives as compared to clients account activity. If you have any concerns or questions regarding Mr. Horn's activities, please contact Patricia Schwarz, Chief Compliance Officer at (602) 466-2611.