

## Part 3 of Form ADV: Relationship Summary

### Item 1 – Introduction

HBC Financial Services, PLLC (“HBCFS”, “we” or “us”) is registered with the Securities and Exchange Commission (“SEC”) as a Registered Investment Adviser (“RIA”). As an RIA, our services and compensation structure differs from that of a registered broker-dealer, and it is important for you to understand the differences. Free and simple tools are available to research firms and financial professionals at [Investor.gov/CRS](http://Investor.gov/CRS). The site also provides educational materials about broker-dealers, investment advisers and investing.

### Item 2 – Relationships and Services

#### *What investment services and advice can you provide me?*

We provide investment advisory services, including discretionary and non-discretionary investment management and financial planning and consulting services, to individuals, trusts, and estates (our “retail investors”).

When a retail investor engages us to provide investment management services we will monitor, on an ongoing basis, the investments in the accounts over which we have investment authority. When engaged on a discretionary basis, we have the authority, without prior consultation with you (unless you impose restrictions on our discretionary authority), to buy, sell, trade and allocate the investments within your account(s) consistent with your investment objectives. When engaged on a non-discretionary basis, the retail investor makes the ultimate decision to buy or sell investments. In either case, our investment authority over your account(s) shall continue until the engagement is terminated.

When a retail investor engages us to provide financial planning and consulting services, we rely upon the information provided for our review and do not verify or monitor any such information while providing this service. Our financial planning and consulting services are completed upon the communication of our recommendations to the retail investor.

We generally do not limit the scope of our investment advisory services to proprietary products or a limited group or type of investment.

We do not require clients to maintain a minimum asset level or impose a minimum annual fee for investment advisory services.

**Additional Information:** For more detailed information about our *Advisory Business* and the *Types of Clients* we generally service, please see Items 4 and 7, respectively in our [ADV Part 2A](#).

*Given my financial situation, should I choose an investment advisory service? Why or why not?*

*How will you choose investments to recommend to me?*

*What is your relevant experience, including your licenses, education and other qualifications? What do these qualifications mean?*

### Item 3 – Fees, Costs, Conflicts, and Standard of Conduct

#### *What fees will I pay?*

We provide our investment advisory services on a fee basis. When engaged to provide investment management services, we may charge a fee calculated as a percentage of your assets under our management (our “AUM Fee”). Our annual AUM Fee varies based on subjective and objective factors, and generally ranges from 0.50% to 1.00%. We typically deduct our AUM Fee from one or more of your investment accounts, in advance, each trimester. Because our AUM Fee is calculated as a percentage of your assets under management, the more assets you have in your advisory account, the more you will pay us for our investment management services. Therefore, we have an incentive to encourage you to increase the assets maintained in accounts we manage.

We offer our financial planning and consulting services on either an hourly rate or fixed fee basis. Fixed fees typically range from \$1,500 to \$2,500, depending on the level and scope of services required and the professional rendering such services. Financial planning and consulting work can also be provided at an hourly rate of approximately \$330, depending upon the level and scope of the service(s) required and the professional(s) involved. We may require that up to 50% of the total fee (estimated if engaged on an hourly basis) be paid in advance.

**Other Fees and Costs:** Your investment assets will be held with a qualified custodian. Custodians may charge brokerage commissions and/or transaction fees for effecting certain securities transactions (i.e. transaction fees are charged for certain purchases or sales). Relative to all mutual fund and exchange traded fund purchases, certain charges will also be imposed at the fund level (e.g. management fees and other fund expenses). You will pay fees and costs whether you make or lose money on your investments. Fees and costs will reduce any amount of money you make on your investments over time. Please make sure you understand what fees and costs you are paying.

*Help me understand how these fees and costs might affect my investments. If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?*

**Additional Information:** For more detailed information about our fees and costs related to our management of your account, please see Item 5 in our [ADV Part 2A](#).

***What are your legal obligations to me when acting as my investment adviser? How else does your firm make money and what conflicts of interest do you have?***

When we act as your investment adviser, we have to act in your best interest and not put our interest ahead of yours. At the same time, the way we make money creates some conflicts with your interests. You should understand and ask us about these conflicts because they can affect the investment advice we provide you. Here are some examples to help you understand what this means:

- \* We may recommend a particular custodian from whom we receive support services and/or products, certain of which assist us to better monitor and service your account.
- \* Depending on a client's needs, we may recommend the services of Harrison Berkman Claypool & Guard, PLLC, a certified public accounting firm which is affiliated with HBCFS through common ownership and control.

*How might your conflicts of interest affect me, and how will you address them?*

**Additional Information:** For more detailed information about our conflicts of interest, please review our [ADV Part 2A](#).

***How do your financial professionals make money?***

Our financial professionals are generally compensated on a salary basis, with a bonus component. You should discuss your financial professional's compensation directly with your financial professional.

#### **Item 4 – Disciplinary History**

***Do you or your financial professionals have legal or disciplinary history?*** No.

We encourage you to visit [Investor.gov/CRS](http://Investor.gov/CRS) to research our firm and our financial professionals.

*As a financial professional, do you have any disciplinary history? If so, for what type of conduct?*

#### **Item 5 – Additional Information**

Additional information about our firm is available on the SEC's website at [adviserinfo.sec.gov](http://adviserinfo.sec.gov). You may contact our Chief Compliance Officer at any time to request a current copy of your ADV Part 2A or our *relationship summary*. Our Chief Compliance Officer may be reached by phone: (206) 548-5000.

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