



FINANCIAL PLANNING AGREEMENT

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between Client(s)

\_\_\_\_\_ & \_\_\_\_\_, Joint Tenants

and

**Sparrow Wealth Management (“SWM”)**

1. PURPOSE OF THE AGREEMENT. This agreement is to confirm our understanding of the terms and conditions for financial planning services and the nature and limitations of the services SWM will provide. This agreement thoroughly describes SWM’s financial planning services, the fees to be paid to SWM by the Client, the term of the agreement, and the responsibilities of SWM and the Client.
  
2. GENERAL SERVICES. Financial planning services may include some or all of the following:
  - Updating the Client’s profile
  - Reviewing the Client’s personal and financial goals
  - Reviewing the Client’s net worth
  - Evaluating the Client’s investment portfolio and making recommendations
  - Cash flow analysis and/or budgeting
  - Education planning
  - Retirement planning
  - Advising the Client on their corporate benefits
  - Tax planning
  - Reviewing the Client’s insurance needs
  - Reviewing the Client’s estate plan
  - General financial advice on any personal matter that the Client has questions about

3. FEES. Sparrow Wealth Management charges a quarterly “base” fee, which usually ranges from \$750 to \$1,050, for its personal financial planning services. The Client’s base fee is \$\_\_\_\_\_ per quarter. Base fees are paid quarterly, in advance, along with the fees for asset management. The Client may terminate SWM’s financial planning services at any time and a pro-rata refund (by day) of any fees paid will be made to the Client. SWM does not charge setup or termination fees.
4. While the “base” fee is designed to cover most personal financial matters that the Client may need help with, SWM reserves the right to charge an hourly fee for matters that are outside the scope of this agreement, such as providing consulting for a Client’s business. Hourly charges are billed monthly, **in arrears**, at the current hourly rate, as stated in SWM’s ADV Part 2. Lower fees for comparable services may be available from other sources.
5. TERM OF AGREEMENT. This agreement shall last until either SWM or the Client chooses to terminate it.
6. RESPONSIBILITIES OF SPARROW WEALTH MANAGEMENT.
  - SWM will keep in strict confidence all of the information about the financial affairs of the Client.
  - SWM will provide objective financial advice that is focused on the needs of the Client.
  - SWM will provide financial education and advice to the Client, as requested.
  - SWM strives to disclose any material conflict of interest relating to it or its representatives and employees that could be reasonably expected to impair the rendering of unbiased or objective advice. Conflicts of interest may include, but are not limited to, (a) compensation arrangements connected with advisory services which are in addition to the advisory fees, (b) other financial industry activities or affiliations, or (c) participation of interest in client transactions. Material conflicts of interest in these and other areas of SWM’s business have been disclosed in its Form ADV Part 2.
7. RESPONSIBILITIES OF THE CLIENT.
  - The Client will make every effort to participate in the financial planning process. Ultimately, it is the Client’s responsibility to implement SWM’s recommendations and make their financial plan work in their life. **The Client has sole discretion to execute the financial plan.**
  - The Client should approach the financial planning advice with an open mind.
  - The Client is responsible to make sure that they understand what SWM is explaining to them. In other words, if SWM explains a financial planning concept to the Client, and the Client does not understand it, the Client should make sure to ask SWM to repeat the explanation in a way that makes sense to the Client.
  - The Client is responsible for disclosing all relevant facts and information that are necessary for SWM to provide accurate and comprehensive advice for the Client’s unique situation.

