# **Retirement Solutions LLC** Form ADV Part 2A – Disclosure Brochure Effective: February 4, 2025 This Form ADV Part 2A ("Disclosure Brochure") provides information about the qualifications and business practices of Retirement Solutions LLC ("Retirement Solutions" or the "Advisor"). If you have any questions about the content of this Disclosure Brochure, please contact the Advisor at (310) 526-3210. Retirement Solutions is a registered investment advisor located in the State of California. The information in this

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Disclosure Brochure has not been approved or verified by the U.S. Securities and Exchange Commission ("SEC") or by any state securities authority. Registration of an investment advisor does not imply any specific level of skill or training. This Disclosure Brochure provides information about Retirement Solutions to assist you in determining

Additional information about Retirement Solutions and its Advisory Persons is available on the SEC's website at

www.adviserinfo.sec.gov by searching with the Advisor's firm name or CRD# 287820.

whether to retain the Advisor.

### Item 2 - Material Changes

Form ADV 2 is divided into two parts: Part 2A (the "Disclosure Brochure") and Part 2B (the "Brochure Supplement"). The Disclosure Brochure provides information about a variety of topics relating to an Advisor's business practices and conflicts of interest. The Brochure Supplement provides information about the Advisory Persons of Retirement Solutions. For convenience, the Advisor has combined these documents into a single disclosure document.

Retirement Solutions believes that communication and transparency are the foundation of its relationship with clients and will continually strive to provide you with complete and accurate information at all times. Retirement Solutions encourages all current and prospective clients to read this Disclosure Brochure and discuss any questions you may have with the Advisor.

#### Material Changes

The following material change has been made to this Disclosure Brochure since the annual amendment filing on January 30, 2024:

• The Advisor's website is now <u>retirementsolutions.net</u>.

## Future Changes

From time to time, the Advisor may amend this Disclosure Brochure to reflect changes in business practices, changes in regulations or routine annual updates as required by the securities regulators. This complete Disclosure Brochure or a Summary of Material Changes shall be provided to you annually and if a material change occurs.

At any time, you may view the current Disclosure Brochure on-line at the SEC's Investment Adviser Public Disclosure website at <a href="www.adviserinfo.sec.gov">www.adviserinfo.sec.gov</a> by searching with the Advisor's firm name or CRD# 287820. You may also request a copy of this Disclosure Brochure at any time by contacting the Advisor at (310) 526-3210.

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## Item 4 - Advisory Services

#### A. Firm Information

Retirement Solutions LLC ("Retirement Solutions" or the "Advisor") is a registered investment advisor located in the State of California. The Advisor is organized as a Limited Liability Company ("LLC") under the laws of the State of California. Retirement Solutions was founded in 2023 and is owned and operated by Steven M. Singer (Principal and Chief Compliance Officer). This Disclosure Brochure provides information regarding the qualifications, business practices, and the advisory services provided by Retirement Solutions.

### **B. Advisory Services Offered**

Retirement Solutions offers investment advisory services to individuals, high net worth individuals, trusts, estates, and businesses (each referred to as a "Client").

The Advisor serves as a fiduciary to Clients, as defined under the applicable laws and regulations. As a fiduciary, the Advisor upholds a duty of loyalty, fairness and good faith towards each Client and seeks to mitigate potential conflicts of interest. Retirement Solutions' fiduciary commitment is further described in the Advisor's Code of Ethics. For more information regarding the Code of Ethics, please see Item 11 – Code of Ethics, Participation or Interest in Client Transactions and Personal Trading.

## **Investment Management Services**

Retirement Solutions provides customized investment advisory solutions for its Clients. This is achieved through continuous personal Client contact and interaction while providing investment management and related advisory services. Retirement Solutions works closely with each Client to identify their investment goals and objectives as well as risk tolerance and financial situation in order to create a portfolio strategy. Retirement Solutions will then construct an investment portfolio, consisting of low-cost, diversified mutual funds and/or exchange-traded funds ("ETFs") to achieve the Client's investment goals. The Advisor may also utilize individual stocks, bonds and/or other types of investments, as appropriate, to meet the needs of the Client. The Advisor may retain other types of investments from the Client's legacy portfolio due to fit with the overall portfolio strategy, tax-related reasons, or other reasons as identified between the Advisor and the Client. Retirement Solutions provides its investment management services on a non-discretionary basis in close contact with the Client. Please see Item 16 below.

Retirement Solutions' investment strategies are primarily long-term focused, but the Advisor may buy, sell or reallocate positions that have been held for less than one year to meet the objectives of the Client or due to market conditions. Retirement Solutions will construct, implement and monitor the portfolio to ensure it meets the goals, objectives, circumstances, and risk tolerance agreed to by the Client. Each Client will have the opportunity to place reasonable restrictions on the types of investments to be held in their respective portfolio, subject to acceptance by the Advisor.

Retirement Solutions evaluates and selects investments for inclusion in Client portfolios only after applying its internal due diligence process. Retirement Solutions may recommend, on occasion, redistributing investment allocations to diversify the portfolio. Retirement Solutions may recommend specific positions to increase sector or asset class weightings. The Advisor may recommend employing cash positions as a possible hedge against market movement.

Retirement Solutions may recommend selling positions for reasons that include, but are not limited to, harvesting capital gains or losses, business or sector risk exposure to a specific security or class of securities, overvaluation or overweighting of the position[s] in the portfolio, change in risk tolerance of the Client, generating cash to meet Client needs, or any risk deemed unacceptable for the Client's risk tolerance.

At no time will Retirement Solutions accept or maintain custody of a Client's funds or securities, except for the limited authority as outlined in Item 15 – Custody. All Client assets will be managed within the designated account[s] at the Custodian, pursuant to the terms of the advisory agreement. Please see Item 12 – Brokerage Practices.

Pursuant to California Code of Regulations Section 260.238(k), the Advisor has disclosed all material conflicts of interests that could reasonably be expected to impair the rendering of unbiased and objective advice.

Retirement Accounts – When the Advisor provides investment advice to Clients regarding ERISA retirement accounts or individual retirement accounts ("IRAs"), the Advisor is a fiduciary within the meaning of Title I of the Employee Retirement Income Security Act ("ERISA") and/or the Internal Revenue Code ("IRC"), as applicable, which are laws governing retirement accounts. When deemed to be in the Client's best interest, the Advisor will provide investment advice to a Client regarding a distribution from an ERISA retirement account or to roll over the assets to an IRA, or recommend a similar transaction including rollovers from one ERISA sponsored Plan to another, one IRA to another IRA, or from one type of account to another account (e.g. commission-based account to fee-based account). Such a recommendation creates a conflict of interest if the Advisor will earn a new (or increase its current) advisory fee as a result of the transaction. No client is under any obligation to roll over a retirement account to an account managed by the Advisor.

## Financial Planning Services

Retirement Solutions will typically provide a variety of financial planning and consulting services to Clients, pursuant to a written financial planning agreement. Services are offered in several areas of a Client's financial situation, depending on their goals and objectives. Generally, such financial planning services involve preparing a formal financial plan or rendering a specific financial consultation based on the Client's financial goals and objectives. This planning or consulting may encompass one or more areas of need, including but not limited to, investment planning, retirement planning, personal savings, education savings, insurance needs, and/or other areas of a Client's financial situation.

A financial plan developed for, or financial consultation rendered to the Client will usually include general recommendations for a course of activity or specific actions to be taken by the Client. For example, recommendations may be made that the Client start or revise their investment programs, commence or alter retirement savings, establish education savings and/or charitable giving programs.

Retirement Solutions may also refer Clients to an accountant, attorney or other specialists, as appropriate for their unique situation. For certain financial planning engagements, the Advisor will provide a written summary of the Client's financial situation, observations, and recommendations. For consulting or ad-hoc engagements, the Advisor may not provide a written summary. Plans or consultations are typically completed within six (6) months of contract date, assuming all information and documents requested are provided promptly.

Financial planning and consulting recommendations pose a conflict between the interests of the Advisor and the interests of the Client. For example, the Advisor has an incentive to recommend that Clients engage the Advisor for investment management services or to increase the level of investment assets with the Advisor, as it would increase the amount of advisory fees paid to the Advisor. Clients are not obligated to implement any recommendations made by the Advisor or maintain an ongoing relationship with the Advisor. If the Client elects to act on any of the recommendations made by the Advisor, the Client is under no obligation to implement the transaction through the Advisor.

## C. Client Account Management

Prior to engaging Retirement Solutions to provide investment advisory services, each Client is required to enter into one or more written agreements with the Advisor that define the terms, conditions, authority and responsibilities of the Advisor and the Client. These services may include:

- <u>Establishing an Investment Strategy</u> Retirement Solutions, in connection with the Client, will develop a strategy that seeks to achieve the Client's goals and objectives.
- <u>Asset Allocation</u> Retirement Solutions will develop a strategic asset allocation that is targeted to meet the investment objectives, time horizon, financial situation and tolerance for risk for each Client.
- <u>Portfolio Construction</u> Retirement Solutions will develop a portfolio for the Client that is intended to meet the stated goals and objectives of the Client.

• <u>Investment Management and Supervision</u> – Retirement Solutions will provide investment management and ongoing oversight of the Client's investment portfolio.

## D. Wrap Fee Programs

Retirement Solutions does not manage or place Client assets into a wrap fee program. Investment management services are provided directly by Retirement Solutions.

## E. Assets Under Management

As of December 31, 2024, Retirement Solutions manages \$25,456,391 in assets, all of which are managed on a non-discretionary basis. Clients may request more current information at any time by contacting the Advisor.

## Item 5 – Fees and Compensation

The following paragraphs detail the fee structure and compensation methodology for services provided by the Advisor. Each Client engaging the Advisor for services described herein shall be required to enter into one or more written agreements with the Advisor.

## A. Fees for Advisory Services

#### **Investment Management Services**

Investment advisory fees are paid quarterly, advance of each calendar quarter, pursuant to the terms of the investment advisory agreement. Investment advisory fees are based on the market value of assets under management at the end of the prior calendar quarter. Investment advisory fees are based on the following schedule:

Assets Under Management (\$)	Annual Rate (%)
First \$1,000,000	1.00%
Next \$4,000,000 (Up to \$5,000,000)	0.50%
Over \$5,000,000	0.25%

The investment advisory fee in the first quarter of service is prorated from the inception date of the account[s] to the end of the first quarter. Fees may be negotiable at the sole discretion of the Advisor. The Client's fees will take into consideration the aggregate assets under management with the Advisor. All securities held in accounts managed by Retirement Solutions will be independently valued by the Custodian. The Advisor will conduct periodic reviews of the Custodian's valuation to ensure accurate billing.

The Advisor's fee is exclusive of, and in addition to any applicable securities transaction and custody fees, and other related costs and expenses described in Item 5.C below, which may be incurred by the Client. However, the Advisor shall not receive any portion of these commissions, fees, and costs.

Pursuant to California Code of Regulations Section 260.238(j), the Advisor discloses that the Client may be able to obtain similar services from other services providers for a lower fee.

## Financial Planning Services

Retirement Solutions offers financial planning services either on an hourly basis or a fixed engagement fee. Hourly fees range up to \$250 per hour. Fixed fees range \$500 to \$5,000 based on the scope and complexity of the services to be provided and the overall relationship with the Advisor. An estimate for total hours and/or total costs will be provided to the Client prior to engaging for these services.

Pursuant to California Code of Regulations Section 260.238(j), the Advisor discloses that the Client may be able to obtain similar services from other services providers for a lower fee.

## **B. Fee Billing**

#### **Investment Management Services**

Investment advisory fees are calculated by the Advisor and deducted from the Client's account[s] at the Custodian. The Advisor shall send an invoice to the Custodian indicating the amount of the fees to be deducted from the Client's account[s] at the beginning of the respective calendar quarter. The amount due is calculated by applying the quarterly rate (annual rate divided by 4) to the total assets under management with Retirement Solutions at the end of the prior quarter. Clients will be provided with a statement, at least quarterly, from the Custodian reflecting deduction of the investment advisory fee. In addition, the Advisor will provide the Client a report itemizing the fee, including the calculation period covered by the fee, the account value and the methodology used to calculate the fee. Clients are urged to also review and compare the statement provided by the Advisor to the brokerage statement from the Custodian, as the Custodian does not perform a verification of fees. Clients provide written authorization permitting advisory fees to be deducted by Retirement Solutions to be paid directly from their account[s] held by the Custodian as part of the investment advisory agreement and separate account forms provided by the Custodian.

## Financial Planning Services

Financial planning fees may be invoiced up to fifty percent (50%) of the expected total fee upon execution of the financial planning agreement. The balance shall be invoiced upon completion of the agreed upon deliverable[s].

## C. Other Fees and Expenses

Clients may incur certain fees or charges imposed by third parties, other than Retirement Solutions, in connection with investments made on behalf of the Client's account[s]. The Client is responsible for all custody and securities execution fees charged by the Custodian, if applicable. The fees charged by Retirement Solutions are separate and distinct from these custody and execution fees.

In addition, all fees paid to Retirement Solutions for investment advisory services are separate and distinct from the expenses charged by mutual funds and ETFs to their shareholders, if applicable. These fees and expenses are described in each fund's prospectus. These fees and expenses will generally be used to pay management fees for the funds, other fund expenses, account administration (e.g., custody, brokerage and account reporting), and a possible distribution fee. A Client may be able to invest in these products directly, without the services of Retirement Solutions, but would not receive the services provided by Retirement Solutions which are designed, among other things, to assist the Client in determining which products or services are most appropriate for each Client's financial situation and objectives. Accordingly, the Client should review both the fees charged by the fund[s] and the fees charged by Retirement Solutions to fully understand the total fees to be paid. Please refer to Item 12 – Brokerage Practices for additional information.

## D. Advance Payment of Fees and Termination

# Investment Management Services

Retirement Solutions may be compensated for its investment management services in advance of the quarter in which services are rendered. Either party may terminate the investment advisory agreement, at any time, by providing advance written notice to the other party. The Client may also terminate the investment advisory agreement within five (5) business days of signing the Advisor's agreement at no cost to the Client. After the five-day period, the Client will incur charges for bona fide advisory services rendered to the point of termination and such fees will be due and payable by the Client. Upon termination, the Advisor will refund any unearned, prepaid investment advisory fees from the effective date of termination to the end of the quarter. The Client's investment advisory agreement with the Advisor is non-transferable without the Client's prior consent.

## Financial Planning Services

Retirement Solutions may be partially compensated for its financial planning services upon the execution of the financial planning agreement with the balance due upon completion of the engagement deliverables. Either party may terminate the financial planning agreement, at any time, by providing advance written notice to the other party. The Client may also terminate the financial planning agreement within five (5) business days of signing the Advisor's agreement at no cost to the Client. After the five-day period, the Client will incur charges for bona fide advisory services rendered to the point of termination and such fees will be due and payable by the Client. Upon

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termination, the Client shall be billed for actual hours logged on the planning project times the contractual hourly rate or in the case of a fixed fee engagement, the percentage of the engagement scope completed by the Advisor. Upon termination, the Advisor will promptly refund any unearned, prepaid planning fees. The Client's financial planning agreement with the Advisor is non-transferable without the Client's prior consent.

### E. Compensation for Sales of Securities

Retirement Solutions does not buy or sell securities to earn commissions and does not receive any compensation for securities transactions in any Client account, other than the investment advisory fees noted above. However, Mr. Singer, in his separate/individual capacity, may offer or sell insurance products. Please see Item 10 below.

## Item 6 - Performance-Based Fees and Side-By-Side Management

Retirement Solutions does not charge performance-based fees for its investment advisory services. The fees charged by Retirement Solutions are as described in Item 5 above and <u>are not</u> based upon the capital appreciation of the funds or securities held by any Client.

Retirement Solutions does not manage any proprietary investment funds or limited partnerships (for example, a mutual fund or a hedge fund) and has no financial incentive to recommend any particular investment options to its Clients.

## Item 7 – Types of Clients

Retirement Solutions offers investment advisory services to individuals, high net worth individuals, trusts, estates, and businesses. Retirement Solutions generally does not impose a minimum relationship size.

## Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss

#### A. Methods of Analysis

Retirement Solutions primarily employs fundamental and technical analysis methods in developing investment strategies for its Clients. Research and analysis from Retirement Solutions are derived from numerous sources, including financial media companies, third-party research materials, Internet sources, and review of company activities, including annual reports, prospectuses, press releases and research prepared by others.

Fundamental analysis utilizes economic and business indicators as investment selection criteria. This criteria consists generally of ratios and trends that may indicate the overall strength and financial viability of the entity being analyzed. Assets are deemed suitable if they meet certain criteria to indicate that they are a strong investment with a value discounted by the market. While this type of analysis helps the Advisor in evaluating a potential investment, it does not guarantee that the investment will increase in value. Assets meeting the investment criteria utilized in the fundamental analysis may lose value and may have negative investment performance. The Advisor monitors these economic indicators to determine if adjustments to strategic allocations are appropriate. More details on the Advisor's review process are included below in Item 13 – Review of Accounts.

Technical analysis involves the analysis of past market data rather than specific company data in determining the recommendations made to clients. Technical analysis may involve the use of charts to identify market patterns and trends, which may be based on investor sentiment rather than the fundamentals of the company. The primary risk in using technical analysis is that spotting historical trends may not help to predict such trends in the future. Even if the trend will eventually reoccur, there is no guarantee that Retirement Solutions will be able to accurately predict such a reoccurrence.

As noted above, Retirement Solutions generally employs a long-term investment strategy for its Clients, as consistent with their financial goals. Retirement Solutions will typically hold all or a portion of a security for more than a year, but may hold for shorter periods for the purpose of rebalancing a portfolio or meeting the cash needs of Clients. At times, Retirement Solutions may also buy and sell positions that are more short-term in nature, depending on the goals of the Client and/or the fundamentals of the security, sector or asset class.

#### B. Risk of Loss

Investing in securities involves risk of loss that Clients should be prepared to bear. Securities may fluctuate in value or lose value. Clients should be prepared to bear the potential risk of loss. Retirement Solutions will assist Clients in determining an appropriate strategy based on their tolerance for risk and other factors noted above. However, there is no guarantee that a Client will meet their investment goals.

While the methods of analysis help the Advisor in evaluating a potential investment, it does not guarantee that the investment will increase in value. Assets meeting the investment criteria utilized in these methods of analysis may lose value and may have negative investment performance. The Advisor monitors these economic indicators to determine if adjustments to strategic allocations are appropriate. More details on the Advisor's review process are included below in Item 13 – Review of Accounts.

Each Client engagement will entail a review of the Client's investment goals, financial situation, time horizon, tolerance for risk and other factors to develop an appropriate strategy for managing a Client's account. Client participation in this process, including full and accurate disclosure of requested information, is essential for the analysis of a Client's account[s]. The Advisor shall rely on the financial and other information provided by the Client or their designees without the duty or obligation to validate the accuracy and completeness of the provided information. It is the responsibility of the Client to inform the Advisor of any changes in financial condition, goals or other factors that may affect this analysis.

The risks associated with a particular strategy are provided to each Client in advance of investing Client accounts. The Advisor will work with each Client to determine their tolerance for risk as part of the portfolio construction process. Following are some of the risks associated with the Advisor's investment strategies:

#### Market Risks

The value of a Client's holdings may fluctuate in response to events specific to companies or markets, as well as economic, political, or social events in the U.S. and abroad. This risk is linked to the performance of the overall financial markets.

#### **ETF Risks**

The performance of ETFs is subject to market risk, including the possible loss of principal. The price of the ETFs will fluctuate with the price of the underlying securities that make up the funds. In addition, ETFs have a trading risk based on the loss of cost efficiency if the ETFs are traded actively and a liquidity risk if the ETFs has a large bid-ask spread and low trading volume. The price of an ETF fluctuates based upon the market movements and may dissociate from the index being tracked by the ETF or the price of the underlying investments. An ETF purchased or sold at one point in the day may have a different price than the same ETF purchased or sold a short time later.

#### **Bond Risks**

Bonds are subject to specific risks, including the following: (1) interest rate risks, i.e. the risk that bond prices will fall if interest rates rise, and vice versa, the risk depends on two things, the bond's time to maturity, and the coupon rate of the bond. (2) reinvestment risk, i.e. the risk that any profit gained must be reinvested at a lower rate than was previously being earned, (3) inflation risk, i.e. the risk that the cost of living and inflation increase at a rate that exceeds the income investment thereby decreasing the investor's rate of return, (4) credit default risk, i.e. the risk associated with purchasing a debt instrument which includes the possibility of the company defaulting on its repayment obligation, (5) rating downgrades, i.e. the risk associated with a rating agency's downgrade of the company's rating which impacts the investor's confidence in the company's ability to repay its debt and (6) Liquidity Risks, i.e. the risk that a bond may not be sold as quickly as there is no readily available market for the bond.

#### Mutual Fund Risks

The performance of mutual funds is subject to market risk, including the possible loss of principal. The price of the mutual funds will fluctuate with the value of the underlying securities that make up the funds. The price of a mutual fund is typically set daily therefore a mutual fund purchased at one point in the day will typically have the same price as a mutual fund purchased later that same day.

Past performance is not a guarantee of future returns. Investing in securities and other investments involve a risk of loss that each Client should understand and be willing to bear. Clients are reminded to discuss these risks with the Advisor.

## Item 9 – Disciplinary Information

There are no legal, regulatory or disciplinary events involving Retirement Solutions or its owner. Neither the Advisor nor its owner have been subject to any criminal or civil actions, administrative proceedings, or self-regulatory organization (SRO) proceedings. Retirement Solutions values the trust Clients place in the Advisor. The Advisor encourages Clients to perform the requisite due diligence on any advisor or service provider that the Client engages. The backgrounds of the Advisor or Advisory Persons are available on the Investment Adviser Public Disclosure website at <a href="https://www.adviserinfo.sec.gov">www.adviserinfo.sec.gov</a> by searching with the Advisor's firm name or CRD# 287820.

## Item 10 – Other Financial Industry Activities and Affiliations

## A. Financial Registration and Affiliations

Neither the Advisor nor its owner have any active or pending registrations or affiliations with a broker-dealer.

## **B-C. Material Relationships**

Neither the Advisor nor its owner have any active or pending registrations or affiliations with a futures commission merchant, commodity pool operator, commodity trading advisor, or as an associated person of the foregoing entities. The Advisor does not select other investment advisors in implementing Client portfolios.

#### Insurance Agency Affiliations

Mr. Singer is also a licensed insurance professional. Implementations of insurance recommendations are separate and apart from Mr. Singer's role with Retirement Solutions. As an insurance professional, Mr. Singer will receive customary commissions and other related revenues from the various insurance companies whose products are sold. Mr. Singer is not required to offer the products of any particular insurance company. Commissions generated by insurance sales do not offset regular advisory fees. This practice presents a conflict of interest in recommending certain products of the insurance companies. Clients are under no obligation to implement any recommendations made by Mr. Singer or the Advisor. Mr. Singer spends less than 10% of his time per month in this capacity.

#### D. Selection of Other Advisors

The Advisor does not utilize third party money managers.

#### Item 11 – Code of Ethics, Participation or Interest in Client Transactions and Personal Trading

#### A. Code of Ethics

Retirement Solutions has implemented a Code of Ethics (the "Code") that defines the Advisor's fiduciary commitment to each Client. This Code applies to all persons associated with Retirement Solutions ("Supervised Persons"). The Code was developed to provide general ethical guidelines and specific instructions regarding the Advisor's duties to each Client. Retirement Solutions and its Supervised Persons owe a duty of loyalty, fairness and good faith towards each Client. It is the obligation of Retirement Solutions' Supervised Persons to adhere not only to the specific provisions of the Code, but also to the general principles that guide the Code. A copy of the Code of Ethics will be provided to any Client or prospective client upon request. The Code covers a range of topics that address employee ethics and conflicts of interest.

#### **B. Personal Trading with Material Interest**

Neither the Advisor nor a related person recommends to Clients, or buys or sells for Client accounts, securities in which the Advisor or a related person has a material financial interest. Retirement Solutions allows Supervised Persons to purchase or sell the same securities that may be recommended to and purchased on behalf of Clients. Retirement Solutions does not act as principal in any transactions. In addition, the Advisor does not act as the

general partner of a fund, or advise an investment company. Retirement Solutions does not have a material interest in any securities traded in Client accounts.

## C. Personal Trading in Same Securities as Clients

Retirement Solutions allows Supervised Persons to purchase or sell the same securities that may be recommended to and purchased on behalf of Clients. Owning the same securities that are recommended (purchase or sell) to Clients presents a conflict of interest that, as fiduciaries, must be disclosed to Clients and mitigated through policies and procedures. As noted above, the Advisor has adopted the Code to address insider trading (material non-public information controls); gifts and entertainment; outside business activities and personal securities reporting. When trading for personal accounts, Supervised Persons have a conflict of interest if trading in the same securities. The fiduciary duty to act in the best interest of its Clients can be violated if personal trades are made with more advantageous terms than Client trades, or by trading based on material non-public information. This risk is mitigated by conducting a coordinated review of personal accounts and the accounts of the Clients. The Advisor has also adopted written policies and procedures to detect the misuse of material, non-public information.

## D. Personal Trading at Same Time as Client

While Retirement Solutions allows Supervised Persons to purchase or sell the same securities that may be recommended to and purchased on behalf of Clients, such trades are typically aggregated with Client orders or traded afterwards. At no time will Retirement Solutions, or any Supervised Person of Retirement Solutions, transact in any security to the detriment of any Client.

# Item 12 - Brokerage Practices

### A. Recommendation of Custodian[s]

Retirement Solutions does not have discretionary authority to select the broker-dealer/custodian for custody and execution services. The Client will engage the broker-dealer/custodian (herein the "Custodian") to safeguard Client assets and authorize Retirement Solutions to direct trades to the Custodian as agreed upon in the investment advisory agreement. Further, Retirement Solutions does not have the discretionary authority to negotiate commissions on behalf of Clients on a trade-by-trade basis.

Where Retirement Solutions does not exercise discretion over the selection of the Custodian, it may recommend the Custodian to Clients for custody and execution services. Clients are not obligated to use the recommended Custodian and will not incur any extra fee or cost from the Advisor associated with using a custodian not recommended by Retirement Solutions. However, the Advisor may be limited in the services it can provide if the recommended Custodian is not engaged. Retirement Solutions may recommend the Custodian based on criteria such as, but not limited to, reasonableness of commissions charged to the Client, services made available to the Client, and its reputation and/or the location of the Custodian's offices.

Retirement Solutions will generally recommend that Clients establish their account[s] at Altruist Financial LLC ("Altruist"), a FINRA-registered broker-dealer and member SIPC. Altruist will serve as the Client's "qualified custodian". Retirement Solutions maintains an institutional relationship with Altruist, whereby the Advisor receives economic benefits. Please see Item 14 below.

Following are additional details regarding the brokerage practices of the Advisor:

1. Soft Dollars - Soft dollars are revenue programs offered by broker-dealers/custodians whereby an advisor enters into an agreement to place security trades with a broker-dealer/custodian in exchange for research and other services. Retirement Solutions does not participate in soft dollar programs sponsored or offered by any broker-dealer/custodian. However, the Advisor receives certain economic benefits from the Custodian. Please see Item 14 below.

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- **2.** Brokerage Referrals The Advisor does not receive client referrals from a broker-dealer/custodian or third party. Retirement Solutions does not receive any compensation from any third party in connection with the recommendation for establishing an account.
- 3. Directed Brokerage All Clients are serviced on a "directed brokerage basis", where Retirement Solutions will place trades within the established account[s] at the Custodian designated by the Client. Further, all Client accounts are traded within their respective account[s]. The Advisor will not engage in any principal transactions (i.e., trade of any security from or to the Advisor's own account) or cross transactions with other Client accounts (i.e., purchase of a security into one Client account from another Client's account[s]). Retirement Solutions will not be obligated to select competitive bids on securities transactions and does not have an obligation to seek the lowest available transaction costs. These costs are determined by the Custodian.

## **B.** Aggregating and Allocating Trades

The primary objective in placing orders for the purchase and sale of securities for Client accounts is to obtain the most favorable net results taking into account such factors as 1) price, 2) size of the order, 3) difficulty of execution, 4) confidentiality and 5) skill required of the Custodian. Retirement Solutions will execute its transactions through the Custodian as authorized by the Client. Retirement Solutions may aggregate orders in a block trade or trades when securities are purchased or sold through the Custodian for multiple (discretionary) accounts in the same trading day. If a block trade cannot be executed in full at the same price or time, the securities actually purchased or sold by the close of each business day must be allocated in a manner that is consistent with the initial pre-allocation or other written statement. This must be done in a way that does not consistently advantage or disadvantage any particular Clients' accounts.

#### Item 13 - Review of Accounts

## A. Frequency of Reviews

Securities in Client accounts are monitored on a regular and continuous basis by Mr. Singer. Formal reviews are generally conducted at least annually or more frequently depending on the needs of the Client.

#### **B.** Causes for Reviews

In addition to the investment monitoring noted in Item 13.A., each Client account shall be reviewed at least annually. Reviews may be conducted more frequently at the Client's request. Accounts may be reviewed as a result of major changes in economic conditions, known changes in the Client's financial situation, and/or large deposits or withdrawals in the Client's account[s]. The Client is encouraged to notify Retirement Solutions if changes occur in the Client's personal financial situation that might adversely affect the Client's investment plan. Additional reviews may be triggered by material market, economic or political events.

#### C. Review Reports

The Client will receive brokerage statements no less than quarterly from the Custodian. These brokerage statements are sent directly from the Custodian to the Client. The Client may also establish electronic access to the Custodian's website so that the Client may view these reports and their account activity. Client brokerage statements will include all positions, transactions and fees relating to the Client's account[s]. The Advisor may also provide Clients with periodic reports regarding their holdings, allocations, and performance.

## Item 14 – Client Referrals and Other Compensation

## A. Compensation Received by Retirement Solutions

Retirement Solutions is a fee-based advisory firm, that is compensated solely by its Clients and not from any investment product. Retirement Solutions does not receive commissions or other compensation from product sponsors, broker-dealers or any un-related third party. Retirement Solutions may refer Clients to various unaffiliated, non-advisory professionals (e.g. attorneys, accountants, estate planners) to provide certain financial services necessary to meet the goals of its Clients. Likewise, Retirement Solutions may receive non-compensated referrals of new Clients from various third-parties.

## Participation in Institutional Advisor Platform

Retirement Solutions has established an institutional relationship with Altruist to assist the Advisor in managing Client account[s]. Access to the Altruist platform is provided at no charge to the Advisor. The Advisor receives access to software and related support without cost because the Advisor renders investment management services to Clients that maintain assets at Altruist The software and related systems support may benefit the Advisor, but not its Clients directly. In fulfilling its duties to its Clients, the Advisor endeavors at all times to put the interests of its Clients first. Clients should be aware, however, that the receipt of economic benefits from a Custodian creates a potential conflict of interest since these benefits may influence the Advisor's recommendation of this Custodian over one that does not furnish similar software, systems support, or services.

## **B.** Compensation for Client Referrals

The Advisor does not compensate, either directly or indirectly, any persons who are not supervised persons, for Client referrals.

## Item 15 - Custody

Retirement Solutions does not accept or maintain custody of any Client accounts, except for the deduction of the Advisor's fees. All Clients must place their assets with a "qualified custodian". Clients are required to engage the Custodian to retain their funds and securities and direct Retirement Solutions to utilize that Custodian for the Client's security transactions. The ability to deduct its fees results in the Advisor having a limited form of custody, which is mitigated as follows.

Prior to the Advisor deducting fees from the Custodian, the Advisor will: i) obtain written authorization from the Client to deduct its investment advisory fees from the Custodian; ii) provide written instruction to the Custodian with the amount to be deducted from the Client's account[s]; and iii) provide the Client a report itemizing the fee, including the calculation period covered by the fee, the account value and the methodology used to calculate the fee. Clients should review statements provided by the Custodian and compare to any reports provided by the Advisor to ensure accuracy, as the Custodian does not perform this review. Quarterly statements will be provided to Clients showing all disbursements for the account, including details regarding advisory fees. For more information about custodians and brokerage practices, see Item 12 - Brokerage Practices.

Money Movement Authorization - For instances where Clients authorize Retirement Solutions to move funds between their accounts, Retirement Solutions and the Custodian have implemented safeguards to ensure that all money movement activities are conducted strictly in accordance with the Client's documented instructions.

#### Item 16 – Investment Discretion

Retirement Solutions does not have discretion over the selection and amount of securities to be bought or sold in Client accounts without obtaining prior approval from the Client. The Advisor will contact the Client and obtain onetime approval prior to executing trades or allocating investment assets.

# **Item 17 - Voting Client Securities**

Retirement Solutions does not accept proxy-voting responsibility for any Client. Clients will receive proxy statements directly from the Custodian. The Advisor will assist in answering questions relating to proxies, however, the Client retains the sole responsibility for proxy decisions and voting.

#### Item 18 – Financial Information

Neither Retirement Solutions, nor its management, have any adverse financial situations that would reasonably impair the ability of Retirement Solutions to meet all obligations to its Clients. Neither Retirement Solutions, nor any of its Advisory Persons, have been subject to a bankruptcy or financial compromise. Retirement Solutions is not required to deliver a balance sheet along with this Disclosure Brochure as the Advisor does not collect advance fees of \$500 or more for services to be performed six months or more in the future.

## Item 19 - Requirements for State Registered Advisors

## A. Educational Background and Business Experience of Principal Officer

The Principal Officer of Retirement Solutions is Steven M. Singer (Principal and Chief Compliance Officer). Information regarding the formal education and background of Mr. Singer is included the Form ADV 2B – Brochure Supplement below.

## **B.** Other Business Activities of Principal Officer

#### Insurance Agency Affiliations

Mr. Singer is also a licensed insurance professional. Implementations of insurance recommendations are separate and apart from Mr. Singer's role with Retirement Solutions. As an insurance professional, Mr. Singer will receive customary commissions and other related revenues from the various insurance companies whose products are sold. Mr. Singer is not required to offer the products of any particular insurance company. Commissions generated by insurance sales do not offset regular advisory fees. This practice presents a conflict of interest in recommending certain products of the insurance companies. Clients are under no obligation to implement any recommendations made by Mr. Singer or the Advisor. Mr. Singer spends less than 10% of his time per month in this capacity.

#### C. Performance Fee Calculations

Retirement Solutions does not charge performance-based fees for its investment advisory services. The fees charged by Retirement Solutions are as described in Item 5 – Fees and Compensation above and <u>are not</u> based upon the capital appreciation of the funds or securities held by any Client.

## **D. Disciplinary Information**

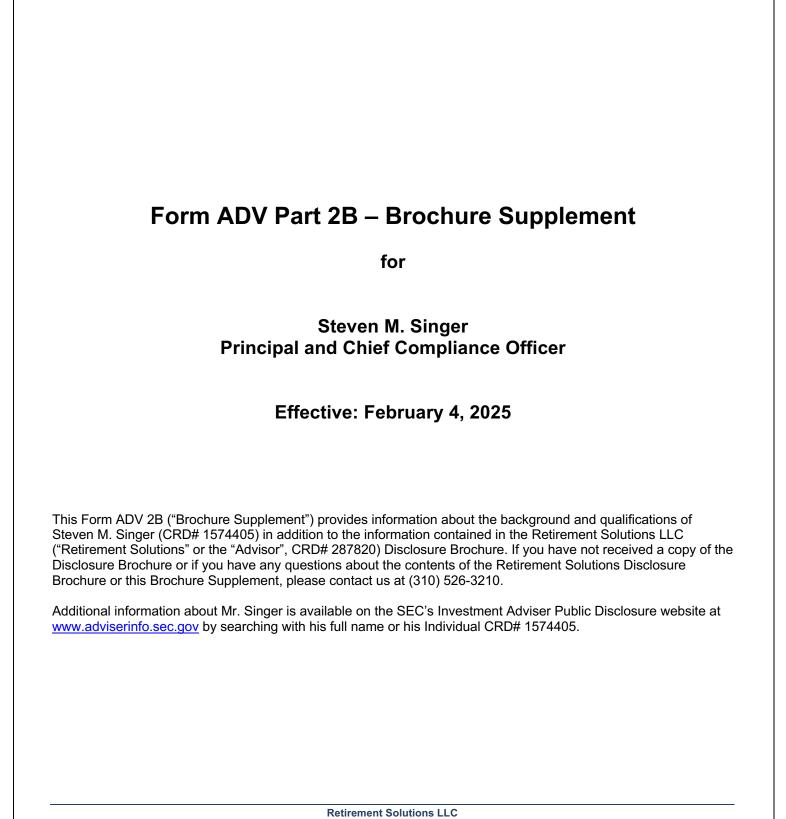
There are no legal, civil or disciplinary events to disclose regarding Retirement Solutions or Mr. Singer. Neither Retirement Solutions nor Mr. Singer have ever been involved in any regulatory, civil or criminal action. There have been no client complaints, lawsuits, arbitration claims or administrative proceedings against Retirement Solutions or Mr. Singer.

Securities laws require an advisor to disclose any instances where the advisor or its advisory persons have been found liable in a legal, regulatory, civil or arbitration matter that alleges violation of securities and other statutes; fraud; false statements or omissions; theft, embezzlement or wrongful taking of property; bribery, forgery, counterfeiting, or extortion; and/or dishonest, unfair or unethical practices. As previously noted, there are no legal, civil or disciplinary events to disclose regarding Retirement Solutions or Mr. Singer.

#### E. Material Relationships with Issuers of Securities

Neither Retirement Solutions nor Mr. Singer have any relationships or arrangements with issuers of securities.

Phone: (310) 526-3210 retirementsolutions.net



12100 Wilshire Boulevard, Suite 800, Los Angeles, CA 90025 Phone: (310) 526-3210 retirementsolutions.net

## Item 2 – Educational Background and Business Experience

Steven M. Singer, born in 1954, is dedicated to advising Clients of Retirement Solutions as its Principal and Chief Compliance Officer. Mr. Singer earned a Bachelor of Arts in Education from the University of Florida in 1977. Additional information regarding Mr. Singer's employment history is included below.

**Employment History:** 

Principal and Chief Compliance Officer, Retirement Solutions LLC	08/2023 to Present
Insurance Agent, Steven M. Singer	07/1980 to Present
Financial Advisor (Investment Advisor Representative and Registered Representative), United Planners' Financial Services of America A Limited Partner	09/2009 to 10/2023

## Item 3 – Disciplinary Information

There are no legal, civil or disciplinary events to disclose regarding Mr. Singer. Mr. Singer has never been involved in any regulatory, civil or criminal action. There have been no client complaints, lawsuits, arbitration claims or administrative proceedings against Mr. Singer. Mr. Singer has never been subject to any revocations or suspensions.

Securities laws require an advisor to disclose any instances where the advisor or its advisory persons have been found liable in a legal, regulatory, civil or arbitration matter that alleges violation of securities and other statutes; fraud; false statements or omissions; theft, embezzlement or wrongful taking of property; bribery, forgery, counterfeiting, or extortion; and/or dishonest, unfair or unethical practices. *As previously noted, there are no legal, civil or disciplinary events to disclose regarding Mr. Singer.* 

However, we do encourage you to independently view the background of Mr. Singer on the Investment Adviser Public Disclosure website at <a href="https://www.adviserinfo.sec.gov">www.adviserinfo.sec.gov</a> by searching with his full name or his Individual CRD# 1574405.

#### Item 4 – Other Business Activities

#### **Insurance Agency Affiliations**

Mr. Singer is also a licensed insurance professional. Implementations of insurance recommendations are separate and apart from Mr. Singer's role with Retirement Solutions. As an insurance professional, Mr. Singer will receive customary commissions and other related revenues from the various insurance companies whose products are sold. Mr. Singer is not required to offer the products of any particular insurance company. Commissions generated by insurance sales do not offset regular advisory fees. This practice presents a conflict of interest in recommending certain products of the insurance companies. Clients are under no obligation to implement any recommendations made by Mr. Singer or the Advisor. Mr. Singer spends less than 10% of his time per month in this capacity.

## Item 5 – Additional Compensation

The Advisor does not earn economic benefits (sales awards and other prizes) from any third party for providing investment advisory services to clients of the Advisor. However, as a licensed insurance professional, Mr. Singer may receive additional compensation as detailed in Item 4 above.

#### Item 6 – Supervision

Mr. Singer serves as the Principal and Chief Compliance Officer of Retirement Solutions. Mr. Singer can be reached at (310) 526-3210.

Retirement Solutions has implemented a Code of Ethics, an internal compliance document that guides each Supervised Person in meeting their fiduciary obligations to Clients of Retirement Solutions. Further, Retirement Solutions is subject to regulatory oversight by various agencies. These agencies require registration by Retirement Solutions and its Supervised Persons. As a registered entity, Retirement Solutions is subject to examinations by

regulators, which may be announced or unannounced. Retirement Solutions is required to periodically update the information provided to these agencies and to provide various reports regarding the business activities and assets of the Advisor.

## Item 7 – Requirements for State Registered Advisors

## A. Arbitrations and Regulatory Proceedings

State regulations require disclosure if any Supervised Person of the Advisor is subject to:

- 1. An award or otherwise being found liable in an arbitration claim alleging damages in excess of \$2,500, involving any of the following:
  - a. an investment or an investment-related business or activity;
  - b. fraud, false statement(s), or omissions;
  - c. theft, embezzlement, or other wrongful taking of property;
  - d. bribery, forgery, counterfeiting, or extortion; or
  - e. dishonest, unfair, or unethical practices.
- 2. An award or otherwise being found liable in a civil, self-regulatory organization, or administrative proceeding involving any of the following:
  - a. an investment or an investment-related business or activity;
  - b. fraud, false statement(s), or omissions;
  - c. theft, embezzlement, or other wrongful taking of property;
  - d. bribery, forgery, counterfeiting, or extortion; or
  - e. dishonest, unfair, or unethical practices.

Mr. Singer does not have any disclosures to make regarding this Item.

## B. Bankruptcy

If a Supervised Person has been the subject of a bankruptcy petition, that fact and the details must be disclosed. Mr. Singer does not have any disclosures to make regarding this Item.

## **Privacy Policy**

Effective: February 4, 2025

#### **Our Commitment to You**

Retirement Solutions LLC ("Retirement Solutions" or the "Advisor") is committed to safeguarding the use of personal information of our Clients (also referred to as "you" and "your") that we obtain as your Investment Advisor, as described here in our Privacy Policy ("Policy").

Our relationship with you is our most important asset. We understand that you have entrusted us with your private information, and we do everything that we can to maintain that trust. Retirement Solutions (also referred to as "we", "our" and "us") protects the security and confidentiality of the personal information we have and implements controls to ensure that such information is used for proper business purposes in connection with the management or servicing of our relationship with you.

Retirement Solutions does not sell your non-public personal information to anyone. Nor do we provide such information to others except for discrete and reasonable business purposes in connection with the servicing and management of our relationship with you, as discussed below.

Details of our approach to privacy and how your personal non-public information is collected and used are set forth in this Policy.

### Why you need to know?

Registered Investment Advisors ("RIAs") must share some of your personal information in the course of servicing your account. Federal and State laws give you the right to limit some of this sharing and require RIAs to disclose how we collect, share, and protect your personal information.

## What information do we collect from you?

Driver's license number	Date of birth
Social security or taxpayer identification number	Assets and liabilities
Name, address and phone number[s]	Income and expenses
E-mail address[es] Investment activity	
Account information (including other institutions)	Investment experience and goals

#### What Information do we collect from other sources?

Custody, brokerage and advisory agreements	Account applications and forms
Other advisory agreements and legal documents	Investment questionnaires and suitability documents
Transactional information with us or others	Other information needed to service account

## How do we protect your information?

To safeguard your personal information from unauthorized access and use we maintain physical, procedural and electronic security measures. These include such safeguards as secure passwords, encrypted file storage and a secure office environment. Our technology vendors provide security and access control over personal information and have policies over the transmission of data. Our associates are trained on their responsibilities to protect Client's personal information.

We require third parties that assist in providing our services to you to protect the personal information they receive from us.

## How do we share your information?

An RIA shares Client personal information to effectively implement its services. In the section below, we list some reasons we may share your personal information.

Basis For Sharing	Do we share?	Can you limit?
Servicing our Clients We may share non-public personal information with non-affiliated third parties (such as administrators, brokers, custodians, regulators, credit agencies, other financial institutions) as necessary for us to provide agreed upon services to you, consistent with applicable law, including but not limited to: processing transactions; general account maintenance; responding to regulators or legal investigations; and credit reporting.	Yes	No
Marketing Purposes Retirement Solutions does not disclose, and does not intend to disclose, personal information with non-affiliated third parties to offer you services. Certain laws may give us the right to share your personal information with financial institutions where you are a customer and where Retirement Solutions or the client has a formal agreement with the financial institution. We will only share information for purposes of servicing your accounts, not for marketing purposes.	No	Not Shared
Authorized Users Your non-public personal information may be disclosed to you and persons that we believe to be your authorized agent[s] or representative[s].	Yes	Yes
Information About Former Clients Retirement Solutions does not disclose and does not intend to disclose, non-public personal information to non-affiliated third parties with respect to persons who are no longer our Clients.	No	Not Shared

#### State-specific Regulations

Californ	nia

In response to a California law, to be conservative, we assume accounts with California addresses do not want us to disclose personal information about you to non-affiliated third parties, except as permitted by California law. We also limit the sharing of personal information about you with our affiliates to ensure compliance with California privacy laws.

## **Changes to our Privacy Policy**

We will send you a copy of this Policy annually for as long as you maintain an ongoing relationship with us.

Periodically we may revise this Policy and will provide you with a revised Policy if the changes materially alter the previous Privacy Policy. We will not, however, revise our Privacy Policy to permit the sharing of non-public personal information other than as described in this notice unless we first notify you and provide you with an opportunity to prevent the information sharing.

# **Any Questions?**

You may ask questions or voice any concerns, as well as obtain a copy of our current Privacy Policy by contacting us at (310) 526-3210.