

June 23, 2020

Form CRS

Introduction

Dopkins Wealth Management, LLC is registered with the Securities and Exchange Commission as an investment advisor. Fees for brokerage and investment advisory services differ among broker-dealers and investment advisors and it is important you understand the differences. Free and simple tools are available to research firms and financial professionals at [Investor.gov/CRS](https://investor.gov/CRS), which also provides educational materials about broker-dealers, investment advisors, and investing.

What investment services and advice can you provide me?

We offer wealth management services to retail investors and pension plans, which include financial planning and portfolio management services. We provide periodic advice and reviews regarding your investment goals and objectives, personal balance sheet, tax planning, risk management, retirement, education, cash flow and investment planning. In our portfolio management services, we will continuously monitor your investment accounts over which you provide us with such authority and provide advice. In your investment advisory agreement with us, you may give us discretion to determine the investments to buy and sell on your behalf and the authority to select other investment advisers on your behalf, which means we will make the ultimate decision regarding the investments purchased and sold in your account. If you do not provide us with discretion, then we will make recommendations which you will have the final decision regarding implementation. You may impose reasonable restrictions on our discretionary authority. Any restrictions must be provided to us in writing and accepted by us. As part of portfolio management services, we will continuously monitor your investments. We require a minimum initial and ongoing account size for portfolio management services. Our investment advice is not limited to certain products or types of investments; however, we generally recommend portfolios consisting of mutual funds.

We will discuss the following questions with you to help you better understand the relationship you will have with our firm: *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?*

Please refer to our Form ADV, [Part 2A Brochure](#) which is located at <https://adviserinfo.sec.gov/firm/summary/124209> for more detailed information on our services.

What fees will I pay?

We charge fees for our advisory services and those fees vary among the different types of services we offer. We charge a percentage of assets under management for portfolio management services which are assessed on a quarterly basis, in advance. You should be aware that the more assets there are in your account, the more you will pay in fees. This means we have an incentive to encourage you to increase the assets in your account. We also charge fixed fees for certain services, and fees are due and payable as incurred. We require a minimum annual fee of \$3,500, however, we may waive this minimum at our discretion.

In addition to our fees, you may incur additional fees and costs related to the investments in your account, such as custodian fees, account maintenance fees, transaction costs, surrender charges, wire transfer and electronic fund fees, internal management fees of mutual funds and variable annuities, and other product related fees such as redemption fees.

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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.

You should carefully review our Form ADV, Part 2A Brochure, (which is located at <https://adviserinfo.sec.gov/firm/summary/124209>) to understand the fees and costs you will pay to us.

We will discuss the following question with you to help you better understand the impact of fees and costs on investments: *Help me understand how these fees and costs might affect my investments. If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?"*

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

When we act as your investment advisor, 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 recommend mutual funds whose investment companies provide us with educational information and software that provides information helpful in our investment advice process. This is a conflict because we have an incentive to recommend mutual funds that provide us with these tools.
- We are affiliated with Dopkins & Company LLP, an accounting firm who we recommend to our clients. We have an incentive to recommend our affiliate to you which is a conflict of interest.

We will discuss the following question with you to help you better understand the conflicts of interest we have: *How might your conflicts of interest affect me, and how will you address them?*

How do your financial professionals make money?

Our financial professionals receive a salary. Some also receive a discretionary bonus on performance and the success of the firm.

You should carefully review our Form ADV, Part 2A Brochure, (which is located at <https://adviserinfo.sec.gov/firm/summary/124209>) for more detailed information about our conflicts of interest.

Do you or your financial professionals have legal or disciplinary history?

No, please visit [Investor.gov/CRS](https://www.investor.gov/crs) for a free and simple search tool to research our firm and your financial professional.

We will discuss the following questions with you to help you better understand our disciplinary history: *As a financial professional, do you have any disciplinary history? For what type of conduct?*

Additional Information

You can find additional information about our advisory services in our Form ADV, Part 2A Brochure, (located at <https://adviserinfo.sec.gov/firm/summary/124209>) and may request an up-to-date information and a copy of our Relationship Summary by contacting us at (716) 634-8800.

We will discuss the following questions with you so that you better understand who to contact with any questions or complaints: *Who is my primary contact person? Is he or she a representative of an investment advisor or a broker-dealer? Who can I talk to if I have concerns about how this person is treating me?*

FORM CRS DELIVERY & UPDATING INFORMATION

- **Existing Retail Investors.** The initial delivery of the relationship summary to existing retail investors is required by July 30, 2020 (within 30 days after the date the firm must file the relationship summary with the Commission), and before or at the time of:
 - ❖ The opening of a new account that is different from the retail investor’s existing account;
 - ❖ A recommendation of a rollover of assets from a retirement account into a new or existing account or investment; or
 - ❖ A recommendation of a new brokerage or investment advisory service or investment that does not necessarily involve the opening of a new account and would not be held in an existing account (e.g., a first time purchase of a direct-sold mutual fund through a “check and application” process).

Suggested language to accompany the initial delivery to existing clients: *Enclosed please find our Form CRS Relationship Summary disclosure document which is now required under SEC regulations.*

- **New Retail Investors.** The delivery of the relationship summary to new retail investors before or at the earliest of:
 - ❖ Entering into an investment advisory contract with the retail investor.
- **Delivery Methods.** Electronically, as long as client advisory agreements provide for, or paper.
 - ❖ If the relationship summary is delivered electronically, it must be presented prominently in the electronic medium, for example, as a direct link or in the body of an email or message, and must be easily accessible for retail investors.
 - ❖ If the relationship summary is delivered in paper format as part of a package of documents, you must ensure that the relationship summary is the first among any documents that are delivered at that time.
- **Updates to the relationship summary.** Firms must update, file amendments to, and re-deliver the relationship summary under certain circumstances.
 - ❖ Firms must update the relationship summary and file it within 30 days whenever any information in the relationship summary becomes materially inaccurate.
 - ❖ Firms must communicate any changes in the updated relationship summary to retail investors who are existing clients or customers within 60 days after the updates are required to be made and without charge. Firms can make the communication by delivering the amended relationship summary or by communicating the information through another disclosure that is delivered to the retail investor.
- **Posting relationship summary on website.** The current version of the relationship summary must be prominently posted on a firm’s website, if there is one.
 - ❖ Review posting instructions at: <https://www.sec.gov/rules/final/2019/34-86032-appendix-b.pdf>

- **Recordkeeping Requirements.** Certain records relating to Form CRS must be maintained:
 - ❖ A record of the dates that each relationship summary, and each amendment or revision of the document, was provided to any client or prospective client who subsequently becomes a client.
 - ❖ A copy of each relationship summary, and each amendment or revision to the document that satisfies the requirements of Form ADV Part 3-Form CRS.