



308 East 3rd Street  
The Dalles, Oregon 97058  
(541) 296-6669  
vonborstel.com

June 25, 2020

**FIRM BROCHURE (ADV Part 2A-2B)**

This brochure provides information about the qualifications and business practices of von Borstel & Associates, Inc. For any questions about the contents of this brochure, please contact us at (541) 296-6669 or email [staff@vonborstel.com](mailto:staff@vonborstel.com).

The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority. Additional information about von Borstel & Associates, Inc. is also available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov) and our CRD number is 309746.

von Borstel & Associates, Inc. is a registered investment advisor. Registration as an investment advisor does not imply any certain level of skill or training.

## Item 2 - Summary of Material Changes

This brochure has been prepared for the initial filing of von Borstel & Associates, Inc. for registration as an investment advisor with the Securities & Exchange Commission.

In the future, this section will discuss specific material changes that are made to the Brochure and provide clients with a summary of such changes. Following the SEC and state rules, we will ensure that clients receive a summary of any materials changes to this and subsequent Brochures within 120 days of the close of the Advisor's fiscal year. We will provide other ongoing disclosure information about material changes as necessary.

## Item 3—Table of Contents

	Page
Item 1	Cover Page..... <b>1</b>
Item 2	Summary of Material Changes..... <b>2</b>
Item 3	Table of Contents..... <b>2</b>
Item 4	Advisory Business..... <b>3</b>
Item 5	Fees and Compensation..... <b>4</b>
Item 6	Performance-Based Fees and Side-by-Side Management..... <b>5</b>
Item 7	Types of Clients..... <b>5</b>
Item 8	Methods of Analysis, Investment Strategies and Risk of Loss..... <b>5</b>
Item 9	Disciplinary Information..... <b>7</b>
Item 10	Other Financial Industry Activities and Affiliations..... <b>7</b>
Item 11	Code of Ethics, Participation or Interest in Client Transactions, Personal Trading..... <b>8</b>
Item 12	Brokerage Practices..... <b>8</b>
Item 13	Review of Accounts..... <b>9</b>
Item 14	Client Referrals and Other Compensation..... <b>9</b>
Item 15	Custody..... <b>9</b>
Item 16	Investment Discretion..... <b>9</b>
Item 17	Voting Client Securities..... <b>9</b>
Item 18	Financial Information..... <b>9</b>
-	ADV Part 2B..... <b>10-13</b>

## **Item 4– Advisory Business**

von Borstel & Associates, Inc. was initially registered as an investment advisor in 1992 under the name Oregon Trail Financial Services, Inc. After changing the name to von Borstel & Associates, Inc. in 2014 we withdrew registration in 2017. After utilizing two other advisory firms for a few years, we have registered in 2020 for Financial Planning and Investment Management Services. We are solely owned by Wayne von Borstel, who has been helping individuals with financial services since 1985. All Financial Planning and Investment Management Services are provided through our investment advisor representatives (“Representatives”).

### **Financial Planning**

We provide clients a comprehensive evaluation of their current financial state. Through careful analysis we will provide assistance to help clients reach their financial goals and objectives by projecting future cash-flows, asset values and withdrawal plans. Clients purchasing this service from us will receive written or electronic reports, or verbal directions for making financial decisions. In general, financial planning may include the evaluation of family records, budgeting, personal liability, estate information and financial goals. Educational, insurance and estate planning issues may also be included in the financial plan. Tax and cash flow analysis may also be provided, as well as income tax and spending analysis for past, current and future years. We may illustrate the impact of various investments on a client's current income tax and future tax liability. We may also assist clients with retirement analysis by reviewing and proposing current strategies and investment plans to help the client achieve their financial goals. During the planning process, investments will be reviewed for the appropriateness, including standard and alternative investment choices, and the impact these investments may have on the client's financial plan. Additionally, advice may be given to assist clients with death and disability situations, including cash needs at death, income needs of surviving dependents, estate planning and disability income analysis.

We gather information through in-depth personal interviews and questionnaires. Information gathered includes a client's current financial status, tax status, future goals, returns objectives and attitudes towards risk. We carefully review documents and questionnaires completed by the client to prepare the financial plan or recommendations. Should a client choose to implement the recommendations or suggestions in the plan, we suggest they work closely with their attorney, accountant, insurance agent, and/or other financial services providers for execution of the plan. Implementation of financial plan recommendations are entirely at the client's discretion. Neither us or our Representatives provide any accounting or legal advice or services.

Typically our recommendations or financial plan will be presented to the client within 90 days of the contract date, provided that all information needed to prepare the financial plan has been provided by the client.

### **Investment Management Services (“The Vision to Wealth Process™”)**

Investment Management Services, also known as “The Vision to Wealth Process™”, provides continuous advice and investment management for a client based on their individual needs. During our personal interviews and data-gathering process, we determine the client's individual objectives, time horizon, risk tolerance, and liquidity needs to develop their personal investment strategy. We then create and manage a portfolio based on that strategy.

We manage these advisory accounts on a discretionary basis. Clients may impose reasonable restrictions on investing in certain securities, types of securities, or industry sectors. Our investment recommendations are not limited to any specific product or services. Generally, investments used include stocks, bonds, mutual funds, exchange traded funds, options, unit-investment trusts, third-party managers or other investments available through the custodian (“Custodian”) selected by the client.

*Intelligent Portfolios*— Advisor may also provide portfolio management services through an automated investment program called Intelligent Portfolio (“IP”). IP is offered through Institutional Intelligent Portfolios™, an automated online investment management platform sponsored by Performance Technologies, Inc. d/b/a Schwab Performance Technologies. (“SPT”). Through IP, Clients are offered a range of investment strategies that are constructed and managed, each consisting of a portfolio of exchange traded funds (“ETFs”) and a cash allocation. The Client’s portfolio is held in a brokerage account established with Charles Schwab & Co., Inc. (“Schwab”). Advisor is independent of and not owned by, affiliated with, or sponsored or supervised by SPT, Schwab or their affiliates. More details of this program are described in the SPT Institutional Intelligent Portfolios™ Disclosure Brochure (“Program Brochure”), which is delivered to clients by SPT during the online enrollment process.

Advisor has contracted with SPT to provide us the technology platform and related trading and account management services for IP. This platform enables Advisor to make IP available to Clients online and includes a system that automates certain key parts of Advisors investment process (“System”). The System includes an online questionnaire that assist Clients to determine their investment objectives and risk tolerance. Clients should note that Advisor will recommend a portfolio via the System. The Client may then indicate an interest in a portfolio that is recommended based on their response to the questionnaire. The System also includes an automated investment engine through manages the Client’s portfolio on an ongoing basis through automatic rebalancing and tax-loss harvesting (if the client is eligible and elects the same). This may produce a conflict of interest because IP automates the trading process for the Advisor. However, we will only recommend IP when appropriate and it is up to the Client to determine if IP is fitting for their financial circumstance.

Advisor also provides investment consulting services to certain broker/dealers’ customers (“Brokerage Customers”) who provide written consent requesting to receive the Advisor’s consulting services. Brokerage Customers have entered into a written advisory agreement with the Advisor.

At this time, there are no assets under management to report.

## **Item 5 - Fees and Compensation**

### **Financial Planning**

Our fee for Financial Planning can range from \$500 to \$25,000 per plan. Our standard Financial Planning fee (“Planning Fee”) is \$5,000 with a minimum of \$500. The Planning Fee can be adjusted depending on the level of service provided, experience of the Representatives, or asset level of the client. The Planning Fee is clearly stated in the Financial Planning Agreement the client signs to engage our services and may be adjusted based on the level of assets of the client. If requested by client, we may also be engaged for planning/consultations on an hourly basis up to \$500 per hour. Any clients who engage us for hourly planning will receive a detailed invoice describing services provided and fees charged.

### **Investment Management Services**

For Investment Management Services our fee (“Advisory Fee”) is based upon a percentage of the assets under management (“Assets”). Our standard fee schedule is noted below and is not negotiable, although it is possible that we could have an existing client on a different fee schedule:

<b>Advisory Fee</b>	<b>Assets Managed</b>
1.25%	on the first \$500,000, plus
1.00%	on the next \$500,000, plus
0.80%	on the next \$3,000,000, plus
0.55%	on the next \$3,000,000, plus
0.40%	on amounts over \$7,000,000

Our Advisory Fee is tiered, which means a client pays each Advisory Fee rate for the level of Assets we are managing. For example, if a client has us manage \$700,000 the annual Advisory Fee will be \$8,250:  $[1.25\% * \$500,000 = \$6,250 \text{ plus } 1.00\% * \$200,000 = \$2,000]$ .

The Advisory Fee is calculated quarterly and in arrears on the average daily balance of the Assets during the previous quarter. Advisory Fees are automatically deducted from client accounts. The Assets used in the Advisory Fee calculation will include all positions in the accounts, cash, declared and paid dividends, accrued income and interest payments, unless the position is specifically excluded or restricted from billing in writing by the client.

Clients are also responsible for the transaction charges, fees and other expenses charged and imposed by the Custodian who holds the client assets, which includes, but is not limited to transactional fees, wire and transfer fees, commissions, account transfer fees (outbound); returned check fees; international security transfer fees; overnight mail and check fees; Rule 144 transfer fees; transfer agent fees and other fees charged by the Custodian and independent of our Advisory Fee. Additionally, any fees charged by third-party money managers are separate and in addition to our Advisory Fees.

In addition to our Advisory Fee, clients may also incur, relative to all mutual fund and exchange traded fund purchases, charges imposed at the fund level (e.g. management fees and other fund expenses). Accordingly, clients should review the fees charged by the investments, Custodian, third-party managers and the Advisory Fee to fully understand the total amount of the fees being paid. Additionally, the investments selected for the clients are not exclusively available to us and could be obtained through other unaffiliated firms and potentially at a lower fee.

Additionally, some Representatives are licensed insurance agents (“Agents”) with separate and unaffiliated insurance companies. The Agents are able to purchase or sell insurance products or services (including fixed annuities) for separate and additional compensation. This compensation is not credited against the Advisory Fees paid to us. This may create a conflict of interest to sell a product that produces a commission that would be larger than the Advisory Fee. In all cases, we must make recommendations that are in the best interest of the client.

For certain accounts of Brokerage Customers, we may receive a consulting fee for advising assets held away at a third party broker-dealer. The consulting fee is calculated from the assets under management as of the end of a calendar quarter period, based upon an annual rate ranging from 25 to 75 basis points. The fee is paid directly by the broker-dealer, and is not passed on to clients.

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

We do not charge fees that are based upon a share of capital gains or capital appreciation of Assets.

#### **Item 7 - Types of Clients**

We provide advisory services to a variety of clients including individuals, trusts, corporations. Estates and broker-dealers. We have a minimum Financial Planning Fee of \$500.

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

##### **Methods of Analysis**

Our investment philosophy is based upon *Modern Portfolio Theory* (“MPT”). MPT states that assets should be selected on the basis of how they interact with one another, rather than how they perform in isolation.

Additionally, we utilize numerous sources of information to provide advice, including but not limited to: financial newspapers and magazines, websites, research materials and software prepared by third parties, annual reports, prospectuses and filings with the SEC, company press reports, as well as our proprietary analysis of data and information.

It is important to know that all methods of analysis include specific risks, including timing errors, inaccurate information, economic impacts and other factors that can impact client investment performance.

## Investment Strategies

We may utilize *long term purchases* (securities held at least a year) and *short term purchases* (securities sold within a year) when implementing investment advice. Short term purchases may increase costs and may also increase the tax obligation of the portfolio. Investments may also be made on *margin*, which may increase the costs due to the interest payments on the margin loan balance. *Option strategies* may also be implemented, which carries the risk of expiration with no value, as well as called equity positions, which could create a risk of taxation.

The types of securities include, but are not limited to the following: equities, fixed income (corporate debt, municipal bonds, certificates of deposit, etc.), mutual funds, unit investment trusts, options, exchange traded funds, U.S. Government issues securities, real estate investment trusts, limited partnerships, direct participation programs, variable annuities, variable life insurance and fixed annuities.

## Risks

*Financial Planning*: Risks associated with the financial planning process include the possibility that the investment performance, interest rates, inflation assumptions, and longevity assumptions used in the development of client's financial plan turn out to be materially different than the actual future investment performance, interest rate, inflation and life span. Differences between the assumptions used in the plan and actual events can materially affect the results of the financial plan over long periods of time. While we base our assumptions on historical information, clients must acknowledge that past performance or events might not be indicative of the future returns.

*Investing*: Investing is not without risk, and involves the risk of loss of principal which clients should be prepared to bear. We use several strategies to try to reduce risk, including diversifying a portfolio across multiple asset classes. Despite these strategies, every asset class has experienced severe declines in value, sometimes over many years.

*Asset Class Risk*: Securities in client portfolios or in underlying investments such as mutual funds may underperform in comparison to the general securities markets or other asset classes.

*Issuer Risk*: Client account performance depends on the performance of individual securities selected in client accounts. Any issuer may perform poorly or be unable to continue operations, causing the value of its securities to decline or default.

*Management Risk*: The performance of client accounts is subject to the risk that our investment management strategy may not produce the intended results.

*Market Risk*: Client accounts can lose money over short periods due to short-term market movements and over longer periods during market downturns. The value of a security may decline due to general market conditions, economic trends, or events that are not specifically related to the issuer of the security or to factors that affect a particular industry or industries.

*Passive Investment Risk*: We may use a passive investment strategy that is not actively managed where we do not attempt to take defensive positions in declining markets.

*Liquidity Risk*: A security may not be able to be sold at the time desired which can impact performance.

*Interest Rate Risk*: An increase in interest rates may cause the value of fixed income securities and funds that hold these securities to decline in value. Securities with longer durations tend to be more sensitive to interest rate changes, usually making them more volatile than securities with shorter durations.

*Inflation Risk*: When any type of inflation is present, a dollar today will not buy as much as a dollar next year, because purchasing power is eroding at the rate of inflation.

*Currency Risk*: Overseas investments are subject to fluctuations in the value of the dollar against the currency of the investment's originating country. This is also referred to as exchange rate risk.

*Reinvestment Risk*: This is a risk that future proceeds from fixed income investments may have to be reinvested at a potentially lower rate of return (i.e. interest rate).

*Business Risk:* These risks are associated with a particular industry or a particular company within an industry.

*Financial Risk:* Excessive borrowing to finance a business' operations increases the risk of profitability, because the company must meet the terms of its obligations in good times and bad.

### **Item 9 - Disciplinary Information**

We do not have any disciplinary information to disclose.

### **Item 10 - Other Financial Industry Activities and Affiliations**

As noted above, some Representatives are also licensed to sell insurance and may receive commissions from the sales of insurance products such as life, disability and fixed annuities. Should a client wish to purchase insurance from the Representatives with assets that are not advisory assets, the client will pay the premium or commission on those assets that are separate and distinct from any Advisory Fee. This could create a conflict for the Representative to sell a product to make a commission—but in all cases the client interests must be placed before ours. Representatives, when acting as an insurance Agent may also receive commission trails from the sale of insurance products.

Clients investing in Intelligent Portfolios (“IP”) will utilize the brokerage services of Schwab. While Clients are required to use Schwab as their custodian or broker to enroll in IP, the Client decides whether to do so and opens its accounts directly with Schwab by entering into an account agreement directly with them. As described in the Program Brochure, SPT may aggregate purchase and sale orders for ETFs across accounts enrolled in IP, including accounts for clients of other independent investment advisory firms using SPTs program.

As noted above, we have an agreement with Mutual Securities, a broker-dealer, to provide investment consulting services to Brokerage Clients. Under that arrangement, we receive a fee ranging from 25 to 50 basis points for providing investment consulting services. This consulting arrangement does not include assuming discretionary authority over brokerage accounts, or the monitoring of securities. These consulting services offered may include a general review of investment holdings, which may or may not result in our investment adviser representative making specific securities recommendations or offering general investment advice. Brokerage Customers of Mutual Securities will execute a written advisory agreement directly with our firm. We are not affiliated with Mutual Securities.

This relationship presents conflicts of interest due to the receipt of these additional fees; however these potential conflicts are mitigated by the consent of the clients to receive investment consulting services from our firm and by us not accepting or billing for additional compensation on broker-dealers' AUM beyond the consulting fees disclosed in Item 5. Advisor is not affiliated with any broker/dealer.



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

We have implemented policies and procedures to govern our employees and to mitigate the conflicts of interest we encounter when providing our advisory services to clients. These include:

- A Code of Ethics that each employee is required to review and sign an acknowledgment of receipt and understanding (upon hire, and annually);
- Prohibitions on the misuse of material non-public information;
- Personal securities trading policies and procedures (governing not only our employee but also the members of their household and any other securities or brokerage accounts where they have beneficial ownership of with a spouse, family member or other person). Employees are not allowed to:
  - Trade on inside information.
  - “Front-run” or trade in anticipation of client transactions.
  - Trade or participate in any activity prohibited under the federal securities laws.
  - Place their interests in front of clients.

We strive to achieve the highest ethical and fiduciary standards (in dealing with Clients, the public, vendors, prospective clients and each other). As a fiduciary, we have an affirmative duty to act with integrity, competence and care; this includes disclosing all potential and actual conflicts of interest.

We perform services for various other clients. We may give advice or take actions for our clients that differ from the advice given to other clients. The timing or nature of any action taken for all clients or other sponsors may also vary. For more information or to request a copy of our Code of Ethics, please contact us at (541) 296-6669.

## **Item 12 - Brokerage Practices**

We do not have the authority to select the Custodian used by the client. However, we tend to recommend Schwab as a Custodian. We are independently owned and operated and are not affiliated with Schwab or any Custodian. Schwab holds client assets and provides us access to its institutional brokerage—trading, custody, reporting and related services. Factors we have used to recommend Schwab include trading costs, transition assistance (assistance with client paperwork and various benefits and payments for offsetting account transfer fees, technology, compliance, set-up fees, marketing and mailing costs, office space expenses, staffing , etc.), electronic access to trading and client accounts, an existing and historical relationship, assistance with purchasing or discounts on software, products and services, compliance, invitations or admissions to marketing or educational seminars and conferences, research, technology and other support that may benefit us, but not the client. This could create a conflict that the recommendation of Schwab is based on the benefits we receive and not based on Schwab providing the best execution for transactions in client accounts. We believe, however, that our decision to recommend Schwab as Custodian is in the best interests of our clients. Our selection is primarily supported by the scope, quality, and price of Schwab’s services and not Schwab’s services that benefit only us.

In some cases, the Representative may aggregate or block trade multiple client accounts. Doing so allows some efficiency in the transactions, although it does not ensure that clients will receive a better execution price than if the trade was enacted separately. Neither Advisor nor the Representatives receive any soft-dollar benefits.

It may be possible for the Representative to buy or sell securities in their personal accounts that were also purchased in client accounts. Advisor has a strict policy against using the trade flow of clients to economically benefit the Representative or Advisor. Advisor monitors the transactions of Representative’s accounts to ensure that client interests are placed first.



### **Item 13 - Review of Accounts**

Client accounts are reviewed on at least a quarterly basis by the Representative or their assignees. However, clients may request more frequent reviews. There are many factors that might bring about a review of accounts, including regular review dates, supervision reviews, economic changes, political disruptions or other market activity.

We encourage clients to carefully review any reports we provide with the statements provided by the Custodian. Also, we encourage clients to contact their Custodian immediately if they do not receive their statement directly from the Custodian on at least a quarterly basis.

Client supervision reviews are also conducted on a regular basis and may be completed by the Chief Compliance Officer, assignees, third-party consultants or administrative associates. The review includes the performance of the accounts and positions. It is critical that clients report any changes in their financial situation so we can ensure they are invested properly.

### **Item 14 - Client Referrals and Other Compensation**

While we do receive occasional referrals from clients and other professional service providers, we do not have any formal arrangements in place for referrals. Nor do we compensate any person or entity for referrals.

### **Item 15 - Custody**

As noted in the Advisory Agreement signed by the client for Investment Management Services, we have the ability to deduct our advisory fee directly from client accounts. Additionally, we are reporting custody on certain accounts where the client has requested the ability to electronically transfer assets to a third-party (through a standing limited power of attorney). Although, we do not have any relationship, affiliation or share an address with any of the third-parties, we are following SEC guidelines to report having custody of these assets. Other than these situations, we do not have custody of any client Assets.

### **Item 16 - Investment Discretion**

Clients grant us discretion through a limited power of attorney to select, purchase, or sell securities without obtaining client specific consent within client accounts. Our Advisory Agreement will provide us discretion authority to trade accounts.

### **Item 17 - Voting Client Securities**

We will not vote proxies for securities held in client accounts.

### **Item 18 - Financial Information**

We are not aware of any circumstance that is reasonably likely to impair our ability to meet contractual commitments to clients. We do not require pre-payment of Advisory Fees in excess of \$1,200 and more than six months in advance.

**VON BORSTEL**  
—  
**& ASSOCIATES**  
—  
**ALIGNING VALUES, VISION AND WEALTH™**

308 East 3rd Street  
The Dalles, Oregon 97058  
(541) 296-6669  
vonborstel.com

June 25, 2020

**FIRM BROCHURE SUPPLEMENT (ADV Part 2B)**

**Wayne von Borstel, CFP<sup>®</sup>, CLU<sup>®</sup>, ChFC<sup>®</sup>**

This Brochure supplement provides information about Wayne von Borstel (CRD #1419351) that supplements the von Borstel & Associates, Inc. brochure. Client should have received a copy of that Brochure. Please contact us at (541) 296-6669 or [staff@vonborstel.com](mailto:staff@vonborstel.com) to receive the Advisor's Brochure or for any questions about the contents of this supplement.

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

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

Wayne von Borstel was born 1955. He has been in the financial services industry since 1985. From 1985 through 2001 he was with Mony Securities Corporation. From 1992 through 2014 he provided investment services through von Borstel & Associates, Inc (formally Oregon Trail Financial Services, Inc. From 2001 he was a registered representative (“RR”) with LPL Financial and an investment advisor representative (“IAR”) with Financial Advocates Investment Management in 2017. In 2020, he registered von Borstel & Associates where he is owner and an IAR. In 2000 he earned the Master of Science in Financial Planning from the American College. He has also earned his Certified Financial Planner™ (“CFP®”), his Chartered Life Underwriter® (“CLU®”) and his Chartered Financial Consultant® (“ChFC®”).

The CFP® designation identifies individuals who have completed the mandatory examination, education, experience, and ethics requirements mandated by the CFP® Board. Candidates must have at least three years of qualifying work experience that relates to financial planning. CFP® candidates must pass an examination that covers over 100 financial planning topics, which broadly include: general principles of financial planning, insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning. Finally, candidates have ongoing ethics requirements and oversight by the CFP® Board and 30 hours every two-years of continuing education.

The CLU® designation requires three years of full-time business experience within the five years preceding the awarding of the designation. Designees must complete five core and three elective courses, equivalent of 24 semester credit hours and meet ethics standards and agree to comply with the American College Code of Ethics and Procedures. There is a requirement for 30 hours of continuing education every two years.

The ChFC® designation requires three years of full-time business experience within the five years preceding the awarding of the designation. Designees must complete seven core and two elective courses, equivalent to 27 semester credit hours and meet ethics standards and agree to comply with the American College Code of Ethics and Procedures. There is a requirement for 30 hours of continuing education every two years.

## **Item 3 - Disciplinary Information**

There was a situation where a surety bond was not maintained for Oregon Trail Financial Services, Inc. from 2000 to 2008. When discovered it was corrected immediately. For more information please refer to investor.gov/crs.

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

As an Insurance Agent licensed with various insurance companies, Mr. von Borstel is licensed to receive typical and customary commission compensation for the purchase or sale of insurance products and services. This compensation is in addition to and not credited against advisory fees earned by von Borstel & Associates, Inc. There is a potential conflict of interest from these commission that are fully disclosed in Item 5 and Item 10 of the attached Form ADV Part 2A.

## **Item 5 - Additional Compensation**

Mr. von Borstel receives commissions from insurance sales and income from von Borstel & Associates, Inc.

## **Item 6 - Supervision**

Sandy Hernandez is the Chief Compliance Officer of von Borstel & Associates, Inc. and is solely responsible for the supervision and oversight of all supervised persons. She can be reached at (541) 296-6669.



**VON BORSTEL**  
—  
& ASSOCIATES  
—  
ALIGNING VALUES, VISION AND WEALTH™

308 East 3rd Street  
The Dalles, Oregon 97058  
(541) 296-6669  
vonborstel.com

June 25, 2020

**FIRM BROCHURE SUPPLEMENT (ADV Part 2B)**

**Craig Smith, CFA<sup>®</sup>, CFP<sup>®</sup>, ChFC<sup>®</sup>, CLU<sup>®</sup>**

This Brochure supplement provides information about Craig Smith (CRD #5324542) that supplements the von Borstel & Associates, Inc. brochure. Client should have received a copy of that Brochure. Please contact us at (541) 296-6669 or [staff@vonborstel.com](mailto:staff@vonborstel.com) to receive the Advisor's Brochure or for any questions about the contents of this supplement.

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

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

Craig Smith was born in 1980. He graduated from the University of Portland with a Bachelor of Science in Civil Engineering in 2002. He began working in the financial services industry in 2007 as a Registered Representative (“RR”) for Mass Mutual. He was an Investment Advisor Representative (“IAR”) with Oregon Trail Financial Services (later renamed von Borstel & Associates, Inc.) from 2009 to 2014. From 2009 to 2020 he was a RR with LPL Financial and in 2017 was an IAR with Financial Advocates Investment Management. He affiliated with von Borstel & Associates, Inc. in 2020 as an IAR. In 2018 he earned his Chartered Financial Analyst (“CFA<sup>®</sup>”) designation. He has also earned his Certified Financial Planner<sup>™</sup> (“CFP<sup>®</sup>”), Chartered Financial Consultant<sup>®</sup> (“ChFC<sup>®</sup>”) and his Chartered Life Underwriter<sup>®</sup> (“CLU<sup>®</sup>”).

To qualify for a Chartered Financial Analyst (“CFA<sup>®</sup>”), candidates must meet standards for examination, education, experience, and ethics. Candidates must possess a bachelor’s degree from an accredited school, or its equivalent. Candidates must have completed 48 months of qualified work experience. Third, candidates must pass a series of three six-hour exams that covers ethics, quantitative methods, economics, corporate finance, financial reporting and analysis, security analysis, and portfolio management. Finally, candidates must meet and continue to adhere to a strict Code of Ethics and Standards governing their professional conduct, as reviewed by the CFA Institute.

The CFP<sup>®</sup> designation identifies individuals who have completed the mandatory examination, education, experience, and ethics requirements mandated by the CFP<sup>®</sup> Board. Candidates must have at least three years of qualifying work experience. CFP<sup>®</sup> candidates must pass an examination that covers over 100 financial planning topics, which broadly include: investment, financial, retirement, estate and insurance planning, risk management, employee benefits planning, income tax planning. The designation has ongoing ethics requirements and oversight by the CFP<sup>®</sup> Board and 30 hours every two-years of continuing education.

The CLU<sup>®</sup> designation requires three years of full-time business experience within the five years preceding the awarding of the designation. Designees must complete five core and three elective courses, equivalent of 24 semester credit hours and meet ethics standards and agree to comply with the American College Code of Ethics and Procedures. There is a requirement for 30 hours of continuing education every two years.

The ChFC<sup>®</sup> designation requires three years of full-time business experience within the five years preceding the awarding of the designation. Designees must complete seven core and two elective courses, equivalent to 27 semester credit hours and meet ethics standards and agree to comply with the American College Code of Ethics and Procedures. There is a requirement for 30 hours of continuing education every two years.

## **Item 3 - Disciplinary Information**

There are no disciplinary events.

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

As an Insurance Agent licensed with various insurance companies, Mr. Smith is licensed to receive typical and customary commission compensation for the purchase or sale of insurance products and services. This compensation is in addition to and not credited against advisory fees earned by von Borstel & Associates, Inc. There is a potential conflict of interest from these commission that are fully disclosed in Item 5 and Item 10 of the attached Form ADV Part 2A.

## **Item 5 - Additional Compensation**

Mr. Smith receives commissions from insurance sales and income from von Borstel & Associates, Inc.

## **Item 6 - Supervision**

Sandy Hernandez is the Chief Compliance Officer of von Borstel & Associates, Inc. and is solely responsible for the supervision and oversight of all supervised persons. She can be reached at (541) 296-6669.