

# Valpey Financial Services, LLC

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## Form ADV Part 2B: *Brochure Supplement*

Ronald L. Valpey, CFP<sup>®</sup>, AIF<sup>®</sup>

April 21, 2017

### **Item 1 – Cover Page**

This brochure supplement provides information about Ronald L. Valpey that supplements the Valpey Financial Services, LLC brochure. You should have received a copy of that brochure. Please contact us at 603-856-7945 or [ron@valpeyfinancialservices.com](mailto:ron@valpeyfinancialservices.com) if you did not receive Valpey Financial Service, LLC's brochure or if you have any questions about the contents of this supplement.

Additional information about Valpey Financial Services, LLC is also available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

## Item 2 – Educational Background and Business Experience

RONALD L. VALPEY

BORN: 1967

### EDUCATION:

Graduated from Emerson College, Boston, Massachusetts with a MA, 1993.  
Graduated from Northeastern University, Boston, Massachusetts with a BS, 1991  
Attended UCLA Accelerated Certified Financial Planner™ Program, 1998-2000  
Graduated from the College of Financial Planning, Denver, Colorado, 2002.

### EMPLOYMENT HISTORY:

Registered Investment Advisor Representative, Valpey Financial Services, LLC 07/2010 to present.  
Registered Investment Advisor Representative, Focus Capital, Inc. 10/2002 to 07/2010.  
Registered Representative, Rydex Distributors Inc., 12/2005 to 04/2007.  
Branch Manager, Jefferson Pilot Securities Corporation, 03/2001 to 12/2005.  
Financial Consultant, Merrill Lynch, 03/1999 to 09/2000.

### PROFESSIONAL EXAMS (PAST & PRESENT) AND DESIGNATIONS:

FINRA Series 7 - General Securities Representative Examination, 06/1999.  
FINRA Series 24 - General Securities Principal, 10/2002.  
FINRA Series 66, Uniform Combined (Series 63 & 65) State Law Examination, 06/2001.  
CERTIFIED FINANCIAL PLANNER, CFP®  
ACCREDITED INVESTMENT FIDUCIARY, AIF®  
New Hampshire Producer: Life Accident & Health Insurance, 06/2001.

### CFP® Professional Certification Requirements:

**Education** CFP® professionals must develop their theoretical and practical financial planning knowledge by completing a comprehensive course of study at a college or university offering a financial planning curriculum approved by the CFP® board.

**Examination** CFP® professionals must pass a comprehensive two-day, 10-hour CFP® certification examination that tests their ability to apply financial planning knowledge in an integrated format. Based on regular research of what planners do, the exam covers the financial planning process, tax planning, employee benefits, retirement planning, estate planning, investment management and insurance.

- Experience** CFP® professionals must have three years minimum experience in the financial planning process prior to earning the right to use the CFP® certification marks. As a result, CFP® professionals possess financial counseling skills in addition to financial planning knowledge.
- Ethics** As a final step to certification, CFP® professionals agree to abide by a strict code of professional conduct, known as the CFP® Board’s Code of Ethics and Professional Responsibility, that sets forth their ethical responsibilities to the Public, clients and employers. The CFP® Board also performs a background check during this process, and each individual must disclose any investigations or legal proceedings related to their professional or business conduct.

### Ongoing Certification Requirements

Once certified, CFP® professionals are required to maintain technical competence and fulfill ethical obligations. Every two years, they must complete a minimum 30 hours of continuing education to stay current with developments in the financial planning profession and better serve clients. Three of these hours are spent studying or discussing the CFP® Board’s Code of Ethics or Practice Standards. In addition to the biennial continuing education requirement, all CFP® professionals voluntarily disclose as part of the renewal process any public, civil, criminal or disciplinary actions that may have been taken against them during the previous two years.

### AIF® Designation Requirements:

The AIF® designation certifies that the recipient has specialized knowledge of fiduciary standards of care and their application to the investment management process.

To receive the AIF® designation, individuals must complete a training program, successfully pass a comprehensive, closed-book final examination under the supervision of a proctor and agree to abide by the AIF® Code of Ethics.

In order to maintain the AIF® designation, the individual must annually renew their affirmation of the AIF® Code of Ethics and complete six hours of continuing education credits.

The certification is administered by the Center for Fiduciary Studies, LLC (a Fiduciary360 (fi360) company).

### **Item 3 – Disciplinary Information**

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Valpey Financial Services, LLC or the integrity of Ronald Valpey’s management. Valpey Financial Services, LLC has no information applicable to this Item.

### **Item 4 – Other Business Activities**

Ronald L. Valpey is not engaged in any investment related business or occupation other than Valpey Financial Services, LLC.

### **Item 5 – Additional Compensation**

No person who is not a client provides an economic benefit to Ronald L. Valpey for providing advisory services.

### **Item 6 – Supervision**

Victoria J. Webber is the Chief Compliance Officer of Valpey Financial Services, LLC and responsible for developing, overseeing and enforcing the firm’s compliance programs that have been established to monitor and supervise the activities and services provided by Valpey Financial Services, LLC and its representatives. Ronald L. Valpey, as the Firm’s managing member and sole owner, is also involved in overseeing the business operations and activities. Both Mrs. Webber and Mr. Valpey can be contacted at (603) 856-7945.

### **Item 7 – Requirements for State-Registered Advisers**

Ronald L. Valpey has not been involved in any arbitration claim or in a civil, self-regulatory organization or administrative proceeding resulting in an award or otherwise being found liable. He has not been the subject of a bankruptcy petition.