Jeffrey M. Berkman, CPA, PFS jeff@advisorcpa.com

James B. Claypool, CPA, PFS jim@advisorcpa.com



David R. Harrison, CPA, PFS david@advisorcpa.com

Casey McMonagle casey@advisorcpa.com

Part 2B of Form ADV: Brochure Supplement

**Item 1: Cover Page** 

# HBC Financial Services, PLLC

743 North 35<sup>th</sup> Street
Seattle, Washington 98103-8802
206-548-5000

www.advisorcpa.com

January 25, 2011

A. Our principals and supervised persons are:

David R. Harrison, CPA, PFS Jeffrey M. Berkman, CPA, PFS James B. Claypool, CPA, PFS James D. Guard III, CPA, PFS

We all work out of the same office and have the same business phone number.

B. This brochure supplement provides information about the above-named individuals that supplements the HBC Financial Services, PLLC brochure. You should have received a copy of that brochure. Please contact Jeff Berkman if you did not receive HBC Financial Services, PLLC's brochure or if you have any questions about the contents of this supplement.

Additional information about the above-named individuals is available on the SEC's website at <a href="https://www.adviserinfor.sec.gov">www.adviserinfor.sec.gov</a>.

## **HBC Financial Services, PLLC**

Part 2B of Form ADV: Brochure Supplement

#### Item 2: Educational Background and Business Experience

Principals and Supervised Persons:

Jeffrey M. Berkman, CPA, PFS - Chief Compliance Officer, Member: Born in 1962, Jeff earned a Bachelor of Arts Degree in Accounting from the University of Washington in 1985. Since graduation, Jeff has worked in accounting as a CPA and consultant in the financial service industry and in private industry as a financial officer, and is also a member in the accounting firm of Harrison Berkman & Claypool, PLLC. Jeff has been employed by or a principal in the firms or their predecessors since 1998.

<u>David R. Harrison, CPA, PFS – Member</u>: Born in 1947, David earned a Bachelor of Arts Degree in Accounting from the University of Texas in 1969. David has worked in accounting as a CPA and consultant in the financial service industry, and is also a member of the accounting firm of Harrison Berkman & Claypool, PLLC. David has been employed by or a principal in the firms or their predecessors since 1978.

James B. Claypool, CPA, PFS – Member: Born in 1965, Jim earned a Bachelor of Arts Degree in Accounting from Seattle University in 1987. Since graduation, Jim has worked in accounting as a CPA and consultant in the financial service industry and in private industry as a General Manager. In 1998, Jim earned his MBA from UCLA. Jim is also a member in the accounting firm of Harrison Berkman & Claypool, PLLC. Jim has been employed by or a principal in the firms or their predecessors since 2001.

<u>James D. Guard III, CPA, PFS – Senior Manager</u>: Born in 1969, Jay earned a Bachelor of Arts Degree in Philosophy from the University of Washington in 1991. Since graduation, Jay has worked in accounting as a CPA and in private industry as a financial officer, and is an employee of Harrison Berkman & Claypool, PLLC. Jay has been employed by the firms since 2007. Prior to that, he was the CFO of a technology company.

The *CPA* designation means Certified Public Accountant. Administered by the American Institute of Certified Public Accountants, minimum qualifications to obtain the CPA designation include minimum college education hours, the passing of an exam, and in some cases specific work experience. Once the designation is earned, maintenance of the credential requires minimum continuing education requirements.

The *PFS* designation means Personal Financial Specialist. Administered by the American Institute of Certified Public Accountants, this designation is available only to CPAs who also complete and maintain requirements similar in nature to that of a Certified Financial Planner, including the initial passing of a test and continuing education.

## **HBC Financial Services, PLLC**

Part 2B of Form ADV: Brochure Supplement

#### **Item 3: Disciplinary Action**

There are *no* legal or disciplinary events material to a client's or prospective client's evaluation of our principals or supervised persons.

#### **Item 4: Other Business Activities**

- A. None of our principals or supervised persons are actively engagement in any other investment-related business or occupation, nor are any of them registered, or have an application pending to register, as a broker-dealer, registered representative of a broker-dealer, futures commission merchant ("FCM"), commodity pool operator ("CPO"), commodity trading advisor ("CTA"), or an associated person of an FCM, CPO, or CTA.
- B. All of our principals and supervised persons are also principals or employees and practitioners with Harrison Berkman and Claypool, PLLC ("Accounting Firm"), a certified public accounting firm that shares office space and administrative personnel with us. This business activity *does* provide us with a substantial source of income as well as involve a substantial amount of our time.

# **Item 5: Additional Compensation**

No one who is not a client provides an economic benefit to our principals or supervised persons for providing advisory services.

#### Item 6: Supervision

Supervision includes substantial training in using our tools and methodology for providing both financial planning and investment advisory services. Due to the small size of our firm, we are also able to maintain ongoing in-depth dialogues with each other concerning all of our clients. This serves two purposes: 1) provides automatic review of ideas, plans, and advise to be given to our clients, and 2) allows any of us to step in for another if necessary. Therefore we are all responsible for supervising each other's advisory activities on behalf of our firm.

#### Item 7: Requirements for State-Registered Advisers

- A. None of our principals or supervised persons has been involved in any of the following:
  - 1. An award or otherwise being found liable in an arbitration claim alleging damages in excess of \$2,500.

# **HBC Financial Services, PLLC**

Part 2B of Form ADV: Brochure Supplement

- 2. An award or otherwise being found liable in a civil, self-regulatory organization, or administrative proceeding.
- B. None of our principals or supervised persons has been involved in a bankruptcy petition.