

## Capabilities & Methodology

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Manske Wealth Management is a fully-staffed, investment-focused, wealth management firm. What we *don't* do defines us as well as what we regularly offer. We do not force clients into “cookie-cutter” portfolios based on how they feel about risk. Our sole offering is risk management and individual portfolio design for institutions and individuals. What sets our team apart from the rest of Wall Street is our systemic dedication to staying in touch with our clients, their Boards, Investment Committees, and other advisors.

**After immediately hiring us in The First Meeting (Day 1)**, you could expect us to accomplish the following in less than eight weeks during which we'd offer ***weekly contact by phone and/or email***:

- Collect the various data, forms, and feedback we'd need to operationally begin our commitment
- We'd assist with using online access, the secure vault, and paper/electronic reporting
- We'd create a financial model to use as a baseline for future meetings/discussions
- Analyze and quality control documents and specific client/account information
- Verify all investment information and ensure the custodian receives your new account documents
- If necessary, we'd assist with setting up automatic money transfers, checks, ATM cards, etc
- We'd set up a second meeting to go over how to proceed investment-wise

**After approving the investment plan in The Second Meeting (Day 60)**, you could expect us to accomplish the following over the next twelve months during which we'd offer ***monthly contact by phone and/or email***:

- Coordination with the client's tax advisor on the following schedule:
  - Q1 – provide tax documents
  - Q2 – service check-in
  - Q3 – provide financial reporting for CPA's records and CPA's feedback
  - Q4 – provide tax loss harvesting report and discuss gains prior to year-end
- Conduct an Annual Review covering the following:
  - Going over recent statements
  - Providing analysis on current and past diversification and performance
  - Offering projections of future cash flows
  - Revisit the financial model and client objectives
  - Discuss rebalance of portfolio with current goals
  - Formal solicitation for feedback on the evaluation of our services

In the first twelve months working together, clients can expect we'd have met with them three or four times as outlined above. During the first eight weeks, our communication would be weekly and then monthly thereafter. After the first year, clients can expect at least one meeting per year along with our monthly contact in accordance with our mantra, **Every Client, Every Month™**.