

**FORM ADV PART 2B
BROCHURE SUPPLEMENT**

Howard S. Kite

OFFICE ADDRESS:

1900 S. Highland Ave.
Suite 100
Lombard, IL 60148
Telephone: 630-873-8549

Forum Financial Management, LP

1900 S. Highland Ave.
Suite 100
Lombard, IL 60148
Telephone: 630-873-8520

April 28, 2021

This brochure supplement provides information about Howard Shane Kite that supplements the Forum Financial Management, LP brochure. You should have received a copy of that brochure. Please contact us at 630-873-8520 if you did not receive Forum Financial Management, LP's brochure or if you have any questions about the contents of this supplement.

Additional information about Howard Shane Kite is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 Educational Background and Business Experience

Full Legal Name: Howard Shane Kite

Born: 1955

Business Experience:

- Forum Financial Management, LP, Partner, 4/2021 to Present.
- Forum Financial Management, LP, Investment Adviser Representative, 4/2009 to Present
- Purshe Kaplan Sterling Investments, Non-registered Assistant, 1/2021 to Present.
- Pinnacle Wealth Management, LLC, Managing Member, 2/2011 to Present.
- Purshe Kaplan Sterling Investments, Registered Representative, 2/2011 to 12/2020.
- PKS Advisory Services, Investment Adviser Representative, 06/2013 to 03/2018.
- 7 Guys Administrative Services, President, 6/2010 to Present.
- Genworth Financial Securities (FKA Terra Securities Corp.), Registered Representative, 5/1993 to 2/2011.
- Genworth Financial Advisers Corp (FKA Terra Financial Planning Corp), Investment Advisor Representative, 5/1993 to 2/2011.
- Genworth Financial Securities Corp., COO and National Sales Leader, 10/2005 to 3/2009.
- Genworth Financial Securities Corp., Senior Vice President and National Sales Leader, 6/1998 to 10/2005.
- Terra Securities Corp, Executive Vice President, 5/1993 to 6/1998.
- 763 Hillview, LLC, Member, 9/2000 to Present.
- Phoenix Life Insurance Company, Sales Manager, 1984 to 1993.
- Phoenix Equity Planning Corp., Registered Representative, 1981 to 1993.
- Phoenix Life Insurance Company, Life Insurance Agent, 1981 to 1993.

Designations/Certifications:

Howard S. Kite has earned the following designation(s)/certification(s) and is in good standing with the granting authority:

- Series 6 - Investment Company Products/Variable Contracts Representative Examination, 1981.
- Series 63 - Uniform Securities Agent, 1981.
- Certified Financial Planner: (granted by the CFP Board of Standards), 1993.
- Chartered Financial Consultant (granted by Society of Financial Services Professionals), 1988.
- Chartered Life Underwriter (granted by Society of Financial Services Professionals), 1988.

Please refer to Part 2B Appendix 1 for definitions of the above designations.

Item 3 Disciplinary Information

Howard S. Kite has no reportable disciplinary history.

Item 4 Other Business Activities

Howard S. Kite is separately licensed as an independent insurance agent. Insurance services as offered through Pinnacle Wealth Management, LLC. In this capacity, he can effect transactions in insurance products for his clients and earn commissions for these activities. The fees you pay our firm for advisory services are separate and distinct from the commissions earned by Mr. Kite for insurance-related activities. This presents a conflict of interest because Mr. Kite may have an incentive to recommend insurance products to you for the purpose of generating commissions rather than solely based on your needs. However, you are under no obligation, contractually or otherwise, to purchase insurance products through any person affiliated with our firm.

Please refer to of Form ADV: Firm Brochure, Item 10, (Other Financial Industry Activities and Affiliations) for complete disclosure of the above referenced Investment-Related Activities.

Item 5 Additional Compensation

Please refer to the *Other Business Activities* section above for disclosures on Mr. Kite's receipt of additional compensation as a result of his activities as a registered representative of PKSI, Managing Member of Pinnacle Wealth Management LLC and independent insurance agent.

Also, please refer to the *Fees and Compensation* section and the *Client Referrals and Other Compensation* section of Forum Financial Management, LP's firm brochure for additional disclosures on this topic.

Item 6 Supervision

Forum has implemented a Code of Ethics and an internal compliance program that guides each associated person in meeting their fiduciary obligations to clients. Advice provided to clients is directed by Forum's investment philosophy. The firm monitors the advice given to Forum's advisory clients by its advisors in the following ways:

1. an initial review of the asset allocation for a new client as compared to the client's risk tolerance and investment objectives;
2. periodic reviews of a random number of the advisor's client files in order to provide reasonable assurance that the advice provided by the advisor to his or her clients is consistent with the client's stated investment objectives and Forum's policies and procedures, and
3. in-person or telephonic meetings with advisors to review client activity.

Moreover, on at least an annual basis, Forum offers training to each of its advisors to cover investments, new products, and related compliance concerns.

Howard S. Kite is supervised by Faye H. Nybo, Director of Supervision. Ms. Nybo can be reached at (630) 873-8503 or fnybo@forumfin.com.

Item 7 Part 2B Appendix 1

The **CERTIFIED FINANCIAL PLANNER™, (CFP®)** and federally registered CFP® (with flame design) marks (collectively, the "CFP® marks") are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board").

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 63,000 individuals have obtained CFP® certification in the United States. To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education - Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination - Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real-world circumstances;
- Experience - Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics - Agree to be bound by CFP Board's *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP® professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks:

- Continuing Education - Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and
- Ethics - Renew an agreement to be bound by the *Standards of Professional Conduct*. The Standards prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP® certification.

Chartered Financial Consultant® (ChFC®) - This designation is issued by The American College and is granted to individuals who have at least three years of full-time business experience within the five years preceding the awarding of the designation. The candidate is required to take seven mandatory courses which include the following disciplines: financial, insurance, retirement and estate planning; income taxation, investments and application of financial planning; as well as two elective courses involving the application of the aforementioned disciplines. Each course has a final proctored exam and once issued, the individual is required to submit 30 hours of continuing education every two years.

Chartered Life Underwriter® (CLU®) - This designation is issued by The American College and is granted to individuals who have at least three years of full-time business experience within the five years preceding the awarding of the designation. The candidate is required to take a series of mandatory courses which include, for example, the following: insurance planning, life insurance law, fundamentals of estate planning, planning for business owners, income taxation, group benefits, planning for retirement needs, and investments. Each course has a final proctored exam and once issued, the individual is required to submit 30 hours of continuing education every two years.