



ALP Financial Planning Inc.

Disclosure Documents and Privacy Policy Brochure
CRD#: 136828

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5/7/2018

This Brochure provides information about the qualifications and business practices of ALP Financial Planning Inc., “ALP Financial Planning”. If you have any questions about the contents of this Brochure, please contact us at 509-591-0100 or email us at roland@ALPFP.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.

ALP Financial Planning is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about ALP Financial Planning Inc. is also available on the SEC’s website at www.adviserinfo.sec.gov or at ALP Financial Planning, Inc.’s website www.alpfp.com.

Please keep a copy of this disclosure for your records

ITEM 2- MATERIAL CHANGES

On July 28, 2010, the United State Securities and Exchange Commission published “Amendments to Form ADV” which amends the disclosure document that we provide to clients as required by SEC Rules.

In the future, this Item will discuss only specific material changes that are made to the Brochure and provide clients with a summary of such changes. We will also reference the date of our last annual update of our brochure.

Pursuant to new SEC Rules, we will ensure that you receive a summary of any materials changes to this and subsequent Brochures within 120 days of the close of our business’ fiscal year. We may further provide other ongoing disclosure information about material changes as necessary.

We will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting Roland Thompson at 509-591-0100 or by email at info@alfp.com.

This document was updated on April 12, 2018.

Previous to this update, the last update was filed on March 8, 2018.

Material changes for ALP Financial Planning, Inc. contained in this document include minor textual corrections made for clarification purposes. We have also updated the current number of certified financial planners (CFP®) in the United States and our firm’s current assets under management (AUM).

There have been no other material changes since the previous filing.

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ITEM 4- ADVISORY BUSINESS

ALP Financial Planning Inc. is an independent investment advisory firm registered with the State of Washington. ALP Financial Planning Inc. was formerly operating as Liebe-Thompson LLC a Partnership between Roland L. Thompson and Marvin Liebe since 2005. In 2014 Liebe-Thompson LLC incorporated and changed its name to ALP Financial Planning Inc., with Roland L. Thompson as sole owner of the company stock.

ALP Financial Planning Inc. is a fee-only financial planning firm offering independent, transparent, objective financial advice and strategies.

ALP Financial Planning Inc. adheres to the Certified Financial Planner Board of Standards 6-step financial planning process:

1. Establishing and defining the client-planner relationship.
2. Gathering client data, including goals.
3. Analyzing and evaluating client's financial status.
4. Developing and presenting financial planning recommendations and/or alternatives.
5. Implementing the financial planning recommendations.
6. Monitoring the financial planning recommendations.

We work with our clients to facilitate the building and protection of their wealth, to devise income distribution strategies in retirement, and to identify and reduce financial risks due to loss of life, sickness and accidents, and incapacity.

ALP Financial Planning Inc. may provide recommendations to clients regarding the use of programs or services offered by third parties. There is no difference in treatment between clients who participate in these programs or services and those who do not.

ALP Financial Planning Inc. tailors its services to the individual needs of their clients according to our fiduciary responsibility. Clients retain the right to place restrictions on investments in any particular securities.

As of February 1, 2018 ALP Financial Planning Inc. has just over \$8,700,000 in client assets under management (AUM) on a non-discretionary basis.

The ALP Financial Planning Inc. offers two levels of services:

1. Financial Planning

Financial Planning is a relationship between ALP Financial Planning Inc. and the client. The process is a per client approach which aligns the client's most important goals with their deeply held personal values.

The process starts at the first meeting with a simple conversation about what's important to the client. Once an engagement decision is made, we create the initial plan and provide ongoing money management, plan implementation, and multiple meetings throughout the year. During the first year we typically meet with the client approximately 3-4 times and then settle into an ongoing schedule of 2-3 meetings per year thereafter, based on client needs and expectations. Our role is to orchestrate the plan that has been created for the client. We hold everyone involved accountable, including the client, to ensure the greatest probability that the plan will unfold as desired. We do this through careful and deliberate plan construction and investment monitoring. We advise on retirement, investments, insurance and risks to your plan, taxes,

social security and other retirement income, estate plans, employee benefits, goals and values in the ongoing planning relationship.

Financial Planning Services with ALP Financial Planning Inc. are best suited for people who:

- Know what their purpose is or those seeking to find their purpose in life and desire to utilize a professional advisor to assist them in mapping and monitoring a plan or strategy to achieve this purpose
- Desire to delegate financial matters, in order to spend more time with the people and activities that enhance their quality of life
- Desire simplicity, clarity, and structure in their financial affairs, and the peace of mind that comes from having all of their financial assets under the watchful eye of a single trusted advisor
- Value our work together, appreciate professional guidance and are willing to follow the advice of an expert
- Are interesting and fun to work with
- Trust us to assist their friends and family members

2. Investment Advisory Services

For clients who wish for money management services only, ALP Financial Planning Inc. will create a customized investment portfolio based on each client's unique situation. We use client interviews and questionnaires to determine suitability of the portfolio. Clients receive 1-2 meetings annually.

ITEM 5- FEES AND COMPENSATION

ALP Financial Planning Inc. is compensated directly by its clients through fixed or asset-based fees.

Prior to engaging ALP Financial Planning Inc. to provide any of the aforementioned services, the client is required to enter into one or more written agreements setting the terms and conditions under which ALP Financial Planning Inc. shall render its services.

Advisory fees are charged and generally collected in arrears on a quarterly basis unless advanced collection or a more frequent collection mode is required by the custodian. Advisory fees do not include internal mutual fund operating expenses or any fees of the custodian including trading costs. Separate custodial and trading fee disclosures will be provided from the respective entities. Fees earned by ALP Financial Planning Inc. are directly deducted by the custodian from the client account as indicated on client statements unless other arrangements are made. In all instances, the investment adviser will send the client a written invoice, including the fee, the formula used to calculate the fee, the time period covered by the fee, and, if applicable, the amount of assets under management on which the fee was based in a quarterly invoice itemizing the fee concurrent with the request for payment or payment of the adviser's advisory fees. We urge the client to compare this information with the fees listed in the account statement.

Fees begin accruing on the date the initial transactions have cleared and the related assets have been credited to the client's account at the custodian.

If a client does not receive the ADV Part 2 at least 48 hours prior to entering into an investment advisor agreement, the client has the right to terminate the contract without penalty within five business days after entering into the contract.

If a client desires to terminate financial planning services prior to the Implementation Meeting, the client must notify ALP Financial Planning Inc. in writing.

Fees earned by ALP Financial Planning Inc. are exclusive of transaction fees, and other related costs and expenses which shall be incurred by the client. Clients may incur certain charges imposed by custodians, brokers, third party investment managers and other third parties. Mutual funds and exchange traded funds also charge internal management fees, which are disclosed in a fund's prospectus. Such charges, fees and commissions are exclusive of and in addition to fees charged by ALP Financial Planning Inc. and ALP Financial Planning Inc. shall not receive or share in any portion of these commissions, fees, and costs. Where required by regulations, monthly or quarterly itemized invoices, including the formula used to calculate ALP Financial Planning Inc.'s fees, are mailed or emailed to clients.

The Brokerage Practices section further describes the factors that ALP Financial Planning Inc. considers in selecting or recommending broker-dealers for client transactions and determining the reasonableness of their compensation (e.g., their commissions and fees).

Investment Advisory Services

Our investment advisory fee schedule is detailed on the investment application and will be no more than:

Assets Under Management Annual Advisory Fee	
First \$2,000,000	.90 %
Then amounts over \$ 2,000,000	.75%

Financial Planning Services

Hourly fee is \$250 an hour with a two-hour minimum to provide clients financial advice in a clearly defined, short-term engagement. Time utilized after 2 hours will be billed in 15-minute increments at \$62.50 per every 15 minutes. Payment is due and payable by check at the completion of the planning service. The length of time and scope of engagement will be agreed upon in advance. Typical Financial Planning Fees will range from \$ 500 to \$ 2500 per client's plan. Financial Planning Services Fees can be reduced or waived if the client engages in the above-mentioned Investment Advisory Services.

Negotiated Fees

Exceptions to ALP Financial Planning Inc.'s fee schedules include:

- Accounts of employees of ALP Financial Planning Inc., their families, or friends which may be offered discounted fees

Seminars

ALP Financial Planning Inc. may, from time-to-time, present investment or planning related seminars. In the event that a fee is charged for attendance or for materials provided at the seminars, an attendee may request a full refund as long as such request is made prior to the event commencement. The exact cost of the seminar varies and will be paid by attendees at the beginning of the seminar.

ITEM 6- PERFORMANCE-BASED FEES AND SIDE-BY-SIDE MANAGEMENT

ALP Financial Planning Inc. does not charge any performance-based fees, which are fees based on a share of capital gains on or capital appreciation of the assets of a client.

ITEM 7- TYPES OF CLIENTS

ALP Financial Planning Inc. generally provides investment and financial services to individuals. ALP Financial Planning Inc. does not enforce a minimum account size, but uses its sole discretion as fiduciary to determine whether a client should retain services provided.

ITEM 8- METHODS OF ANALYSIS, INVESTMENT STRATEGIES AND RISK OF LOSS

ALP Financial Planning Inc. utilizes a variety of resources to conduct analysis for investment strategies. These include, but are not limited to:

- Research materials prepared by others
- Financial newspapers, magazines and websites
- Fundamental and Technical Analysis including charting and cyclical weighting
- Annual Reports, prospectuses, and filings with the Securities Exchange Commission

With respect to the purchase and sale of securities, ALP Financial Planning Inc.'s approach is centered on asset allocation and risk management. The amount of portfolio risk assumed will vary depending on the strategies chosen. Strategies selected are based on the risk-tolerance and goals of the client.

Investing in securities involves risk of financial loss. That is, receiving back less than was initially invested. In addition, clients also face inflation or purchasing power loss when investing, particularly in low risk investments.

The types of risk our clients are exposed to that could cause losses include, but are not limited to:

Stock Market Risk – The stock market is a very cyclical market and prices tend to move in a very wide range. For example, from 2007 to 2009, the S&P 500 (US Market) dropped in value by over 50%, only to double from its 2009 bottom by 2013.

Manager Risk – Outside managers are involved in the security selection process (mutual funds, separately managed accounts) and these managers may fail to meet their objectives due to poorly chosen securities.

Interest Rate Risk – Prices of bonds and real estate investment trusts are closely tied to currently prevailing interest rates. Periods of rising rates will cause the prices of bonds to decline, and generally will cause the

price of real estate investments to also decline. In addition, when prevailing interest rates fall, bonds may be called more frequently thereby reducing a client's anticipated future income.

Market Timing Risk – For portfolios using a tactically unconstrained strategy there is no assurance that the strategy will meet its objectives. (Using moving averages or other portfolio strategies where losses are attempted to be mitigated by way of exiting positions when certain criteria exist.)

Bond Default Risk – This is the risk that a bond issuer will fail to make its interest and principal payments as promised.

Commodity Price Risk – Where the client has exposure to commodities (gold, oil, agriculture, etc.), prices can move up and down quickly and losses can be significant.

Emerging Markets Risk – There is the chance that the stocks of companies located in emerging markets will be substantially more volatile, and substantially less liquid, than the stocks of companies located in more developed foreign markets.

Currency Risk – There is the chance that the value of a foreign investment, measured in U.S. dollars, will decrease because of unfavorable changes in currency exchange rates.

ALP Financial Planning Inc. will make every effort to match the client portfolio to their individual risk tolerance and financial goals, but there is no assurance of a successful outcome. Investing in securities involves risk of loss that clients should be prepared to bear.

ITEM 9- DISCIPLINARY ACTION

No disciplinary action has been taken against the corporation nor any individuals at ALP Financial Planning Inc.

ITEM 10- OTHER FINANCIAL INDUSTRY ACTIVITIES OR AFFILIATIONS

APL Financial Planning Inc. or its employees are not involved in any other Financial Industry activities or affiliations.

ITEM 11- CODE OF ETHICS, PARTICIPATION OR INTEREST IN CLIENT TRANSACTIONS AND PERSONAL TRADING

APL Financial Planning Inc. is a fiduciary and has a duty to act solely in the best interest of each client. APL Financial Planning Inc. has adopted a high standard of ethics which includes the confidentiality of all client information, a prohibition on insider trading and engaging in fraudulent, deceptive or manipulative conduct, among other things. A copy of the Code of Ethics is available upon request.

Employees of ALP Financial Planning Inc. may trade for their own accounts in securities which are recommended to and/or purchased for APL Financial Planning Inc. clients. APL Financial Planning Inc.'s standard of Ethics is designed to ensure that the personal securities transactions, activities and interests of the employees of APL Financial Planning Inc. will not interfere with (i) making decisions in the best interest

of advisory clients and (ii) implementing such decisions while, at the same time, allowing employees to invest for their own accounts.

ITEM 12- BROKERAGE PRACTICES

Unless the client directs otherwise, APL Financial Planning Inc. will arrange for clients to establish securities accounts with the custodians and product suppliers which APL Financial Planning Inc. has screened and approved. In cases where APL Financial Planning Inc. suggests a broker-dealer, the criteria considered would include the reasonableness of fees and trading costs and, execution capabilities, computer trading support and such other factors. Current recommended custodians may include Morningstar Investment Services, Vanguard, or Jefferson National.

ITEM 13- REVIEW OF ACCOUNTS

ALP Financial Planning Inc. staff members monitor investment returns and offer clients at least bi-annual reviews of the client's account and the progress toward achieving investment objectives. Written reports and/or online views are prepared for clients showing current status of accounts. Clients may request additional reviews at any time and whenever they would like. An advisor will survey risk tolerance, time line, and objectives in order to match ongoing suitability with the appropriate investment program. Staff, including Roland L. Thompson CFP® will review accounts frequently to confirm account activity when changes or updates are made. Personal circumstance of the client, such as proximity to retirement, death of a spouse, or loss of employment may trigger more frequent reviews.

ITEM 14- CLIENT REFERRALS AND OTHER FORMS OF COMPENSATION

ALP Financial Planning Inc. does not have a client referral monetary arrangement with current clients or outside agencies.

ITEM 15- CUSTODY

Clients receive statements at least quarterly from the broker dealer, bank, or other qualified custodian that holds and maintains clients' investment assets. ALP Financial Planning Inc. urges clients to carefully review such statements and compare such official custodial records to the account statements that we may provide to them.

ITEM 16- INVESTMENT DISCRETION

ALP Financial Planning Inc., as an investment advisor, only supervises and directs the investments of the account on a non-discretionary basis. Accordingly, ALP Financial Planning Inc. will seek client approval prior to placing orders for any transaction.

ITEM 17- VOTING CLIENT SECURITIES

ALP Financial Planning Inc. does not vote proxies on behalf of advisory clients. Clients retain the responsibility for receiving and voting proxies for any and all securities maintained in client portfolios. ALP Financial Planning Inc. may provide advice to clients regarding the clients' voting of proxies.

ITEM 18- FINANCIAL INFORMATION

Registered investment advisers are required to provide clients with certain financial information or disclosures about their financial condition. ALP Financial Planning Inc. has no financial commitment that impairs its ability to meet contractual and fiduciary commitments to clients, and has not been the subject of a bankruptcy proceeding.

ITEM 19- REQUIREMENTS FOR STATE REGISTERED ADVISORS

The following information regarding the executive offices and management persons of ALP Financial Planning Inc. is required for State registered individuals.

Roland L. Thompson, CFP®

- Born: July 1951
- 1981 – Bachelor of Science degree in Accounting – Central Wash. University, Ellensburg, WA
- 1978 - Associate of Arts Degree – Green River College, Auburn, Wa
- 1979 - Associate Pre-Professional Degree in Accounting- Green River College, Auburn, WA
- 1986 - ChFC (Chartered Financial Consultant) Designation - American College
- 2003 - CFP®, CERTIFIED FINANCIAL PLANNER™ Professional designation - CFP® Board of Standards

Business Background

Prior to doing business as ALP Financial Planning Inc. (formerly Liebe-Thompson, LLC), Mr. Thompson owned The Roland Thompson Financial Group and was a Registered Representative with ONESCO since July 2000. This registration was ended effective March 1, 2006. Prior to that Mr. Thompson was a Financial Planner with MetLife Securities Inc. for 17 years. Mr. Thompson with his wife also owns The Thompson Home, a foster home for medically fragile, severely disabled children that is licensed through the State of Washington. Mr. Thompson is the Executive Director and devotes about 30% of his time to this business. Mr. Thompson is also has a 30% partnership in SoulFound Entertainment LLC, a company devoted to the production and promotion of music. He spends about 35% of his time with this business. The other 35% of his time is devoted to the Financial Planning and baby boomer advising business.

Certified Financial Planner™ Qualifications and Requirements

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 the Certified Financial Planner Board of Standards, Inc.

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold the designation. 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.

Updated 1/31/2018 there are 79,999 individuals who have obtained the CFP® certification in the United States (<http://www.cfp.net/news-events/research-facts-figures/cfp-professional-demographics>). The following are the CFP® certification requirements as of 12/1/2013 and may not be the qualifications in place when the credential is obtained:

- Education – Complete an advanced college-level course of study addressing the financial planning areas that CFP® Board’s studies have determined necessary for the competent and professional delivery of financial planning services, and attain a Bachelor’s Degree from regionally accredited United States college or 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 2000 hours per year); and

- Ethics – Agree to be bound by CFP® Board’s Standards of Professional Conduct and Fitness Standards, 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 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.

PRIVACY POLICY

At ALP Financial Planning Inc., keeping your personal and financial information secure is one of our most important responsibilities. We recognize that your relationship with us is based on trust, and that you expect us to act responsibly and in your best interest. Because your personal and financial data are your private information, we hold ourselves to the highest standards in their safekeeping and use.

The Information We Collect About You

We collect data to provide you with the services you requested. We may obtain it from your application and other forms you may collect or complete for us. In addition to the information you provide us, we may receive information about you that your authorized third parties provide to us.

What We Do With Your Information

We do not sell information about current or former clients or their accounts to third parties. Nor do we share such information, except when needed to complete transactions at your request or where we are required to do so by law.

How We Protect Your Data

We restrict access to your data to those employees who need to know the information in order to perform their jobs. To protect your data, we maintain physical, electronic, and procedural safeguards in keeping with industry standards and practices.

We'll Keep You Informed

We will notify you of our privacy policy annually, or promptly upon any significant changes to our policy.