

FORM ADV PART 2B BROCHURE SUPPLEMENT

Richard J. Wilkens

OFFICE ADDRESS:

9645 Lincolnway Lane
#214A
Frankfort, IL 60423
Telephone: 708-489-1680

Forum Financial Management, LP

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

December 21, 2018

This brochure supplement provides information about Richard J. Wilkens that supplements the Forum Financial Management, LP brochure. You should have received a copy of that brochure. 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 Richard J. Wilkens (CRD # 4425944) is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 Educational Background and Business Experience

Full Legal Name: Richard Joseph Wilkens

Born: 1964

Educational Background:

- DePaul University, BS, Accounting, 1986

Business Experience:

- Forum Financial Management, LP, Investment Adviser Representative, 1/2018 to Present
- DeMarco Sciacotta Wilkens & Dunleavy, LLP, Partner, 7/2010 to Present
- Mazzetta Company, LLC, CFO, 11/2008 to 7/2010
- Virchow Krause Capital, LLC, Registered Representative, 8/2004 to 11/2008
- Virchow Krause & Co, LLP, Partner, 6/1986 to 11/2008
- Kupferberg, Goldberg & Neimark, LLC, Member, 6/1986 to 6/2004
- Witan Securities, LLC, Registered Representative, 7/2001 to 5/2004

Designations/Certifications:

Richard Wilkens has earned the following designation(s)/certification(s) and is in good standing with the granting authority:

- NASAA Series 65 - Uniform Investment Advisor Law Examination, 2018
- Certified Public Accountant (CPA), 1986
- Certified Valuation Analyst (CVA), 2002

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

Item 3 Disciplinary Information

Richard Wilkens has no reportable disciplinary history.

Item 4 Other Business Activities

Richard Joseph Wilkens is a Partner and certified public accountant ("CPA") with DeMarco Sciacotta Wilkens & Dunleavy, LLP, a certified public accounting firm. Clients of our firm may also be clients of DeMarco Sciacotta Wilkens & Dunleavy, LLP. The services provided and compensation received by Mr. Wilkens and DeMarco Sciacotta Wilkens & Dunleavy, LLP for accounting related activities are separate and distinct from any fees paid for advisory services provided by our firm.

Item 5 Additional Compensation

Refer to the *Other Business Activities* section above for disclosures on Mr. Wilkens's receipt of additional compensation as a result of his other business activities.

Also, refer to the *Fees and Compensation, Client Referrals and Other Compensation, and Other Financial Industry Activities and Affiliations* section(s) 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:

- an initial review of the asset allocation for a new client as compared to the client's risk tolerance and investment objectives;
- 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
- 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.

Richard J. Wilkens 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

Certified Public Accountant (CPA) - CPA's are licensed and regulated by their state boards of accountancy. While state laws and regulations vary, the education, experience and testing requirements for licensure as a CPA generally include minimum college education (typically 150 credit hours with at least a baccalaureate degree and a concentration in accounting), minimum experience levels (most states require at least one year of experience providing services that involve the use of accounting, attest, compilation, management advisory, financial advisory, tax or consulting skills, all of which must be achieved under the supervision of or verification by a CPA), and successful passage of the Uniform CPA Examination. In order to maintain a CPA license, states generally require the completion of 40 hours of continuing professional education (CPE) each year (or 80 hours over a two year period or 120 hours over a three year period). Additionally, all American Institute of Certified Public Accountants (AICPA) members are required to follow a rigorous *Code of Professional Conduct* which requires that they act with integrity, objectivity, due care, competence, fully disclose any conflicts of interest (and obtain client consent if a conflict exists), maintain client confidentiality, disclose to the client any commission or referral fees, and serve the public interest when providing financial services. The vast majority of state boards of accountancy have adopted the AICPA's *Code of Professional Conduct* within their state accountancy laws or have created their own.

Certified Valuation Analyst® (CVA®) - The National Association of Certified Valuators and Analysts® (NACVA®) trains and certifies CVAs to perform business valuations as a service to both the consulting community and the users of their services. Through training and rigorous testing, CVAs demonstrate they are qualified to provide capable and professionally executed valuation services. NACVA recommends specific training as a prerequisite to certification to assure that practitioners have the knowledge and understanding necessary to perform competent services, and to assure a level of consistency and continuity in their work product. Users of valuation services benefit by having greater confidence that the service they receive is professional in quality, adheres to industry standards of practice, and meets a level of expertise the Association deems credible and worthy of one of its designees.