

Alexis Advisors, LLC

Form ADV Part 2A – Disclosure Brochure

Effective: 3/30/2022

This Disclosure Brochure provides information about the qualifications and business practices of Alexis Advisors, LLC (“Alexis”). If you have any questions about the contents of this Disclosure Brochure, please contact us at 804.625.3290.

The information in this Disclosure Brochure has not been approved or verified by the U.S. Securities and Exchange Commission (“SEC”) or by any state securities authority. Registration of an investment advisor does not imply any specific level of skill or training. This Disclosure Brochure provides information about Alexis to assist you in determining whether to retain the Advisor.

Alexis is a Registered Investment Advisor with the State of Virginia. Additional information about Alexis and its advisory persons are available on the SEC’s website at www.adviserrinfo.sec.gov.

Alexis Advisors, LLC
CRD No: 167075
2821 Emerywood Parkway | Suite 202-A
Richmond, VA 23294
Phone: (804) 625-3290
www.AlexisAdvisors.com

Item 2 – Material Changes

Form ADV 2 is divided into two parts: *Part 2A (the "Disclosure Brochure")* and *Part 2B (the "Brochure Supplement")*. The Disclosure Brochure provides information about a variety of topics relating to an Advisor's business practices and conflicts of interest. The Brochure Supplement provides information about advisory personnel of Alexis.

Alexis believes that communication and transparency are the foundation of our relationship and continually strive to provide our Clients with the complete and accurate information at all times. We encourage all current and prospective Clients to read this Disclosure Brochure and discuss any questions they may have.

Material Changes

This document represents the 2022 annual amendment, submitted March 30, 2022. Material corrections include:

- Item 4 B – Advisory Services – Updated minimum investment (pg. 4)
- Item 4 B – Advisory Services – Updated language on service offerings (pg. 5)
- Item 4 E – Update AUM (pg. 7)
- Item 5 A – Clarified fees for service offerings (pg. 7)
- Item 5 B – Clarified fee billing for service offering (pg. 8-9)
- Item 5 D – Clarified payment of fees and termination (pg. 10-11)
- Item 7 – Updated minimum investment (pg. 11)
- Item 8 B – Added alternative asset classes (pg. 12)
- Item 19 – Cleaned up advisory naming convention (pg. 18)
- Throughout – Cleaned up custodian naming. E-Trade acquired by Axos Advisor Services.

Future Changes

From time to time, we may amend this Disclosure Brochure to reflect changes in our business practices, changes in regulations and routine annual updates as required by the securities regulators. This complete Disclosure Brochure or a Summary of Material Changes shall be provided to each Client annually and if a material change occurs in the business practices of Alexis.

At any time, you may view the current Disclosure Brochure on-line at the SEC's Investment Adviser Public Disclosure website at www.adviserrinfo.sec.gov.

To review the firm information for Alexis:

- Click **Investment Advisor Search** in the left navigation menu.
- Select the option for **Investment Advisor Firm** and enter **167075** (our firm's CRD number) in the field labeled "Firm IARD/CRD Number".
- This will provide access to Form ADV Part 1 and Part 2.
- Item 11 of the ADV Part 1 lists legal and disciplinary questions regarding the Advisor.
- In the left navigation menu, Form ADV Part 2 is located near the bottom.

You may also request a copy of this Disclosure Brochure at any time, by contacting us at (804) 665-1036.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Item 3 – Table of Contents

Form ADV Part 2A

Item 2 – Material Changes.....	2
Item 3 – Table of Contents	3
Item 4 – Advisory Services	4
Item 5 – Fees & Compensation.....	7
Item 6 – Performance-based & Side-by-Side Management	11
Item 7 – Types of Clients	11
Item 8 – Methods of Analysis, Investment Strategies & Risk of Loss	11
Item 9 – Disciplinary Information	13
Item 10 – Other Financial Industry Activities & Affiliations.....	13
Item 11 – Code of Ethics, Participation or Interest in Client Transactions & Personal Trading.....	13
Item 12 – Brokerage Practices	14
Item 13 – Review of Accounts	16
Item 14 – Client Referrals & Other Compensation	16
Item 15 – Custody.....	17
Item 16 – Investment Discretion	17
Item 17 – Voting Rights	17
Item 18 – Financial Information	17
Item 19 – Requirements for State Registered Advisors.....	18

Form ADV Part 2 B

<i>Roberta Keller</i>	19
Item 2 – Educational Background & Business Experience	
Item 3 – Disciplinary Information	
Item 4 – Other Business Activities	
Item 5 – Additional Compensation	
<i>Jennifer Spicer</i>	21
Item 2 – Educational Background & Business Experience	
Item 3 – Disciplinary Information	
Item 4 – Other Business Activities	
Item 5 – Additional Compensation	

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
 Phone | 804.625.3290
www.AlexisAdvisors.com

Item 4 – Advisory Services

A. Firm Information

Alexis Advisors, LLC (“Alexis” or the “Advisor”) is a Registered Investment Advisor with the Commonwealth of Virginia. Alexis was founded in March, 2013 and is organized as a Limited Liability Company (LLC) under the laws of the Commonwealth of Virginia. The firm offers a variety of advisory services, including financial planning, investment management and wealth management. Alexis Advisors designs and implements an investment plan aimed at achieving a client’s financial goals and objectives.

Alexis is owned and operated by Roberta Keller, founder and Chief Executive Officer. This Disclosure Brochure provides information regarding the qualifications, business practices, and the advisory services provided by Alexis.

B. Investment & Wealth Management Services

The Firm generally provides clients with wealth management services, which may include financial planning, discretionary portfolio management and financial coaching.

Financial Planning & Financial Coaching Services

Alexis Advisors offers financial planning services to individuals and families. Generally, such financial planning services involve rendering a financial consultation for clients based on the Client’s financial goals and objectives. This planning or consultation may encompass one or more areas of need, including, but not limited to investment planning, retirement planning, personal savings, education savings, debt reduction, and other areas of a Client’s financial situation. A financial plan or a financial consultation usually includes recommendations for a course of action to be taken by the Client. For example, recommendations may be made that the Client start or revise their investment programs, make adjustments to the allocations in their investment accounts, commence or alter retirement savings, establish education savings and/or charitable giving programs. Such plans are typically completed within six months of contract date, assuming all information and documents requested are provided promptly. Additionally, Alexis may also refer Clients to an accountant, attorney or other specialists, as appropriate for their unique situation.

The Advisor has the option to charge separately for financial planning services, or include these services in the investment advisory fee, if applicable. The Advisor typically charges for financial planning services if assets managed are less than \$500,000, but this is solely at the discretion of the Advisor. If the financial planning services are included in the investment advisory fee, no separate written financial planning agreement is required. If the financial planning services fee is not included in the investment advisory fee, a separate written financial planning agreement is required, stipulating costs and target completion dates.

Alexis offers Financial Coaching to Clients not yet in need of a full financial plan. We provide regular one-on-one sessions in order to coach financial performance improvements to meet goals mutually set by us (the coach) and client. Our coaching is educational in nature, and is intended to assist the client understand the basics of personal finance and help develop and maintain healthy financial habits.

Financial Planning, Financial Coaching and Consulting recommendations may pose a potential conflict between the interests of the Advisor and the interests of the Client. Clients are not obligated to implement any recommendations made by the Advisor or maintain an ongoing relationship with the Advisor. If the Client elects to act on any of the recommendations made by the Advisor, the Client is under no obligation to affect the transaction through the Advisor.

Portfolio Management

Alexis specializes in domestic, international equity and fixed income portfolio management for individual investors, institutional clients, and company retirement plans and its participants (each referred to as a “Client”). We believe in applying an intentional, disciplined, risk-managed and closely monitored investment management approach that is designed to meet to our Clients’ constantly changing investment needs.

Alexis provides investment advisory solutions for its Clients through continuous personal contact and interaction, while

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

providing discretionary investment management and consulting services. Alexis works with each Client to understand their financial circumstances, and identify their investment goals, objectives and risk tolerance to guide portfolio allocations. Alexis' investment management approach includes a combination of fundamental analysis, quantitative and technical analysis, as well as a degree of analysis pertaining to the environmental, social and governance (ESG) practices of the Exchange Traded Funds (ETFs) in which we invest. We strive to offer an objective, disciplined investment approach, with a focus on risk control disciplines and repeatable processes, while being intentional about investment choices.

Alexis seeks to distinguish itself in the following areas:

- **Disciplined Processes** We strive to adhere to processes that enable us to focus on each client's financial objectives, with a mutually understood risk tolerance. We seek to apply a disciplined process with respect to client interactions, business processes and investment management.
- **Risk Management** We seek to manage each client account based on specific goals and objectives including safety, liquidity, income, tax sensitivity, total return and risk expectations. Our investment approach may include elements of Strategic Asset Allocation, Modern Portfolio Theory, and Tactical Investment Management, with a focus on risk management and capital preservation.
- **Socially Responsible Investing** Socially Responsible Investing (SRI), also known as sustainable, socially conscious, green, or ethical investing, is an investment strategy that takes into account both financial return and social impact. The Environmental, Social and Governance (ESG) criteria is the set of standards that socially conscious investors use to screen their investments. ESG criteria assess such things as waste and pollution policies, employment practices, and board engagement practices.

We assess each stock, ETF and mutual fund used in our portfolios. We utilize Morningstar's sustainability rating system for our ETF and mutual fund analysis, and CSR Hub for our stock analysis. We believe that being intentional about our investment selection is important, recognizing that we need to balance this with our fiduciary responsibility. Therefore our portfolios seek to offer a degree of corporate social responsibility, but not to the detriment of enabling us to support clients in meeting their financial goals.

- **Certified B Corp.** Alexis Advisors became a Certified B Corp in 2016. B Corps are for-profit companies certified by the nonprofit, B Lab, to meet rigorous standards of social and environmental performance, accountability, and transparency. Today, there is a growing community of more than 4,855 Certified B Corps from over 79 countries and over 153 industries working together toward 1 unifying goal: to redefine success in business.
- **Education** As a fee-only Registered Investment Advisor, we seek to educate investors on the importance of developing a financial plan, the fundamentals of investment management, the importance of sound risk management, including various approaches to managing market risk.

Alexis evaluates and selects investments for inclusion in portfolios only after applying a rigorous due diligence process: for those portfolios that include individual stocks, we perform thorough fundamental analysis on each company ranging from profitability and revenue growth, debt levels, and potential for future growth; when assessing an ETFs/ETNs, we assess liquidity and expense ratios; and when purchasing a mutual fund, it is typically only in the case of meeting a specific portfolio goal that cannot be met by investing in an ETF.

Our portfolio strategies are a combination of fundamental, strategic and tactical decision-making. Some portfolios are designed to hold positions for longer time-frames, while others take a more tactical, active approach. Alexis seeks to offer Clients access to broad diversification among asset classes to provide global exposure to equities, fixed income (depending on the prevailing interest rate environment), and alternative asset classes. On a limited basis, the Firm may utilize real estate investment trusts ("REITs") and commodity ETFs in our portfolios.

Stocks and ETFs are screened through an ESG lens, but not all investments included in our portfolios are sustainably-focused. For those clients who seek an increased ESG focus, we may allocate these clients to independent investment managers ("Independent Managers.") For those interested in investments which strive for the highest level of positive social impact, we offer access to Green Alpha Advisors' equity portfolios. The Client may request specific securities not included in our portfolios; it's at the discretion of the Advisor as to whether we agree to hold these securities.

Where appropriate, the Firm may also provide advice about legacy positions or other investments held in client accounts.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Clients may also engage Alexis Advisors to manage and/or advise on certain investment products that are not maintained at their primary custodian, such as variable annuity life insurance and assets held in employer sponsored retirement plans. In these situations, the Firm directs or recommends the allocation of client assets among the various investment options available. These assets are generally maintained at the underwriting insurance company or the custodian designated by the products providers.

Clarifying Investment Objectives

Prior to rendering investment advisory services, Alexis will ascertain, in conjunction with the Client, the Client's financial situation, risk tolerance, and investment objective[s].

Allocations to the various model portfolios are designed to meet the goals, objectives, and circumstances agreed to by the Client. Allocations are based on an individual's risk tolerance, income needs, tax sensitivities, and social impact goals, if applicable. Depending on this analysis, we may recommend allocations to individual bonds. Each Client has the opportunity to place reasonable restrictions on the types of investments to be held in their respective portfolio, subject to acceptance by the Advisor. Additionally, while ultimately at the Client's discretion, Alexis seeks to review client portfolio allocations at minimum on an annual basis to assess potential changing circumstances.

Alexis provides investment advisory services and portfolio management services and does not provide securities custodial or other administrative services. At no time will Alexis accept or maintain custody of a Client's funds or securities. All Client assets are managed within their designated brokerage account or pension account, pursuant to the Client Investment Advisory Agreement.

Use of Independent Managers

Alexis Advisors may select Independent Managers to manage a portion of its clients' assets. We utilized independent money managers that have a proven track record of more than 10 years. The agreement with these Independent Managers is between Alexis Advisors and the Manager.

The Firm evaluates a variety of information about Independent Managers, which may include the Independent Manager's disclosure documents, material supplied by the Independent Managers, and other third-party analysis, if available. The Firm monitors performance of the Independent Managers, as well as the performance of those accounts allocated to the Independent Manager's strategies.

Company Retirement Account Consulting & Advising Services

Alexis offers company retirement account consulting services as a 3(21) advisor. These services include employee education sessions, review of fund line-up, and one-on-one employee advising services. Fees are paid by the sponsor/company.

C. Client Account Management

Prior to engaging Alexis to provide investment advisory services, each Client is required to enter into an Investment Advisory Agreement with the Advisor that defines the terms, conditions, authority and responsibilities of the Advisor and the Client. These services may include:

- ***Establishing an Investment Policy Statement (IPS)*** Alexis, in conjunction with the Client, will complete a suitability and risk tolerance questionnaire. An Investment Policy Statement will be created based on answers provided on this questionnaire, in combination with client discussion regarding their overall goals and objectives, and views on risk of loss. The IPS will include specific information on the Client's stated goals, time horizon for achieving the goals, general information on Alexis Advisor's investment strategies, Client risk tolerance and any restrictions imposed by the Client.
- ***Portfolio Allocation & Implementation***

Allocations are designed to meet the stated goals of the client, and the varying client objectives including but not limited to capital appreciation, capital preservation, income generation, tax mitigation.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
 Phone | 804.625.3290
www.AlexisAdvisors.com

- **Allocation to Alexis Advisor’s Portfolios** - Alexis will develop allocations to Alexis’ proprietary portfolios. Alexis Advisors is responsible for making all investment selection and implementation decisions.
- **Allocation to Independent Managers** – Alexis will develop allocations to portfolios where security selection is performed by an Independent Manager. Per the above, Alexis Advisors is responsible for vetting the Independent Manager and review of the portfolio’s holdings and performance.
- **Investment Management and Supervision** Alexis will provide investment management and ongoing oversight of the Client’s portfolio(s) by implementing a combination of strategic and tactical investment decision-making, with allocations to an individual portfolio or to a group of model portfolios.

D. Wrap Fee Programs

Alexis does not manage or place Client assets into a wrap fee program. Investment management services are provided directly by Alexis.

E. Assets under Management

As of 3/28/22 Alexis Advisors had 155 discretionary investment advisory clients, 229 accounts, and approximately \$42.560 million assets under management. All assets are managed on a discretionary basis. The 229 accounts include: 1 non-profit accounts; 1 business accounts; 8 high-net worth individuals/families, 3 annuity accounts. Updated information may be requested at any time by contacting the Advisor.

Item 5 – Fees and Compensation

The following paragraphs detail the fee structure and compensation methodology for services rendered. Each Client shall sign an Investment Advisory Agreement, and/or a Financial Planning Agreement if applicable, that details the responsibilities of Alexis and the Client.

Alexis is compensated for its advisory services by charging a fee based on the net market value of a Client’s Account. Alexis reserves the right, in its sole discretion, to negotiate, or reduce the advisory fee for certain Client Accounts for any period of time determined by the Advisor. In addition, Alexis may reduce or waive its fees for the Accounts of some Clients without notice to, or fee adjustment for, other Clients.

A. Services

Alexis is a “fee only” investment advisor, and other than its advisory fee described above, neither the firm nor its employees receive or accept any direct or indirect compensation related to investments that are purchased or sold for Client accounts. This means that Clients will not be sold products or services that create additional fees or compensation to benefit Alexis or its employees or its affiliates other than those described in this Brochure.

Investment Advisory & Portfolio Management Services

Alexis Advisors offer investment advisory and portfolio management services to individuals and institutional investors.

In accounts managed by the Client’s Custodian of choice, Investment Advisory Fees are primarily paid quarterly in arrears pursuant to the terms of the Investment Advisory Agreement. Investment Advisory Fees are based on the average daily balance of the market value of assets under management over the preceding quarter or on the value of the account at the end of the quarter. In some instances, where the Advisor is offering investment recommendations for a Client’s company retirement account, we will charge an advising fee. Fees are invoiced quarterly in arrears based on an hourly rate for said services. At no time will Alexis accept or maintain custody of a Client’s funds or securities. All Client assets are managed within their designated brokerage account, pursuant to the Client Investment Advisory Agreement. Investment Advisory services may be offered at the rate listed in section below (5/B).

Clients may engage the Advisor to review investment allocations for a Client’s company retirement account. All Client assets are maintained within their designated employer brokerage account or pension account, pursuant to the Client Advisory Agreement, with Alexis Advisors providing guidance on investment allocations, but executed by the Client. Advising services may be offered at the rate listed in section below (5/B).

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
 Phone | 804.625.3290
 www.AlexisAdvisors.com

Financial Planning Services

Financial Planning services may be included with investment advisory services and is at the discretion of the Advisor. Otherwise, financial planning services may be offered independently of investment advisory services at the rate listed in section below (5/B).

Financial Coaching Services

Financial Coaching services may be included with investment advisory services and is at the discretion of the Advisor. Otherwise, financial coaching services may be offered independently of investment advisory services at the rate listed in section below (5/B).

Company Retirement Consulting & Employee Advising Services

Alexis offers company retirement account consulting services as a 3(21) advisor. These services include employee education sessions, review of fund line-up, and one-on-one employee advising services. Fees are typically paid by the plan sponsor/employer. A separate advising agreement is signed with the employee to clarify terms of service. Services are offered at an hourly rate, at the rate listed in section (5/B).

401(k) Plan Services

Alexis Advisors offers 401(k) plan services for plans of \$1m or greater. The firm may offer its proprietary portfolios as part of the offering. If the Advisor offers its portfolios, the Advisor does not participate or receive any portion of the fund fees. Services are offered based on assets under management, at the rate listed in section (5/B).

Independent Managers

For portfolios that hold specific individual stocks and notes, we engage Independent Managers to implement the security selection in each portfolio. The fees for these portfolios and strategies may be slightly higher than an investment in an ETF, but comparable to a socially responsible mutual fund. Fees and expenses for Independent Managers are disclosed as part of our process.

B. Fee Billing

Alexis offers several fee options and approaches for its investment advisory services, based on the type of account being managed and/or the circumstances of the Client, with a minimum annual fee of \$250.

Investment Advisory & Portfolio Management Services

Investment advisory fees are negotiable, and at the discretion of the Advisor. Alexis may, at its discretion, offer a tiered fee structure or flat fee, and may choose to apply the fee on a per account basis, or group a number of accounts under a fee structure. Our most commonly used fee structure is a declining tiered fee structure starting at 1.0% on the first \$500,000; we offer other fee structures to fit the client circumstances, and at the discretion of the Advisor.

For individual/family and institutional clients, fees generated by the Client's Custodian of choice, investment advisory fees are automatically deducted from the Client Account by the Custodian. The amount due is calculated by applying the annual rate, divided by four (4), times the average daily balance of the account during the preceding quarter or the value of the account at the end of the quarter. If a client has multiple accounts at a single Custodian, the Advisor has the option to apply the fee across multiple accounts. Clients will be provided with a statement, at least quarterly, from the Custodian reflecting deduction of the investment advisory fee, as well as the methodology used to calculate the fee. The advisor also provides the Client with a separate report itemizing the advisory fees paid in the prior quarter, the calculation period covered, and the account value and methodology used to calculate the fee.

For those accounts that include portfolios where security selection is managed by an Independent Manager, the fee calculation approach is the same as with our proprietary portfolios: the amount due is calculated by applying the annual rate, divided by four (4), times the average daily balance of the portfolio during the preceding quarter. Fees are paid by the client to Alexis Advisor's fee account with the custodian, and then Alexis Advisors calculates the amount to be paid to the Independent Manager. At no time does the client pay the Independent Manager directly. Fees charged by other Investment Managers for investment selection may also affect Clients.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Clients have the option to pay advisory fees directly by check or to have fees deducted quarterly from their managed accounts. This latter option may not apply to a company retirement account as company plan sponsor may not allow fees to be withdrawn directly from client account. In such cases, fees may be paid by check, credit card, from another Alexis account managed by the Client's Custodian, or a combination thereof.

It is the responsibility of the Client to verify the accuracy of these fees as listed on the Custodian's brokerage statement as the Custodian does not assume this responsibility. Clients provide written authorization permitting Alexis to be paid directly from their accounts held by the Custodian as part of the Investment Advisory Agreement and separate account forms provided by the Custodian. All terms, including fee information, invoicing procedures, are set forth in the Investment Advisory Agreement.

Clients may engage the Advisor to review investment options and make recommendations for a Client's company retirement account. These services may fall inside or outside the scope of the Financial Planning Services. If outside of Financial Planning services, Alexis Advisors requires a separate advising agreement, and may charge an advising fee. Fees are invoiced quarterly in arrears based on the number of sessions. Determination of whether to charge a Client for these services is at the discretion of the Advisor. All terms, including fee information, invoicing procedures, are set forth in the Investment Advising Agreement.

Financial Planning Services

The Advisor has the option to charge separately for financial planning services, or include them in the investment advisory fee, if applicable. If financial planning services are not included, then said services are offered on an hourly basis at a rate of \$150 - 250 per hour, or at the discretion of the advisor. Rates are based on skills required, including but not limited to para-planning and financial planning services. Rates may be negotiable depending on the nature and complexity of each Client's circumstances and based on the Client's ability to pay. If a fee is charged, an estimate for total hours will be determined prior to establishing the advisory relationship. All terms, including fee information, invoicing procedures, are set forth in the Financial Planning Agreement.

Financial Coaching Services

The Advisor has the option to charge separately for financial coaching services, or include them in the investment advisory fee, if applicable. Fees for services are tiered, based on the Client's gross income. For those with income less than \$100,000, the quarterly fee is \$600 (3 sessions); \$101,000 - \$250,000, the quarterly fee is \$900 (4 sessions); \$250,001 or greater, the quarterly fee is \$1,200 (7 sessions). The number of sessions will be determined prior to establishing the coaching relationship. All terms, including fee information, invoicing procedures, are set forth in the Financial Coaching Agreement.

Company Retirement Consulting & Employee Advising Services

Company Retirement Account Consulting services are charged at a rate of \$150-\$250 per hour. Employee Advising services fall under the same rate structure, and are billable to the employer. All terms, including fee information, invoicing procedures, are set forth in the company Consulting Agreement and Employee Advising Agreement.

401(k) Plan Services

Investment advisory fees are negotiable, and at the discretion of the Advisor. We offer several fee schedules, but our typical fee schedule is tiered and structured based on assets managed, with the per tier pricing based on that total plan assets. Fees are deducted by the Custodian for each client account, and paid to the Advisor. If the Advisor offers one or more of its portfolios as one of the investment options in the plan, Advisor does not participate or receive any portion of the fees of the funds included in the portfolios. Investment advisory fees are negotiable, and at the discretion of the Advisor. We engage plans with at least \$1m in assets and offer tiered structure based on assets managed, with the per tier pricing based on that total plan assets. All terms, including fee information, invoicing procedures, are set forth in the 401(k) Plan Services Agreement.

Workshops & Presentations

Alexis Advisors occasionally provides educational presentations, workshops or programs and may charge a nominal fee for these events.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

C. Other Fees and Expenses

In addition to advisory fees, Clients may also pay other fees or expenses imposed by third parties, other than Alexis, in connection with investments made on behalf of the Client's account(s). The Client is responsible for all custodial and securities execution fees charged by the Custodian and executing broker-dealer. The investment advisory fee charged by Alexis is separate and distinct from these Custodian and execution fees. The issuer of some of the securities or products Alexis purchases for Clients, such as ETFs/ETNs, CEFs or other similar financial products, may charge product fees that affect Clients. Alexis does not charge these fees to Clients, and does not benefit directly or indirectly from any such fees. Rather, an ETF typically includes embedded expenses that may reduce the fund's net asset value, and therefore directly affect the fund's performance and indirectly affect a Client's portfolio performance or an index benchmark comparison. Expenses of an ETF, or similar products, may include management fees, Custodian fees, brokerage commissions, and legal and accounting fees. These fees and expenses are described in each fund's prospectus. A Client could invest in these products directly, without the services of Alexis, but would not receive the services provided by Alexis which are designed, among other things, to assist the Client in determining which products or services are most appropriate to each Client's financial situation and objectives. Accordingly, the Client should review both the fees charged by the fund(s) and the fees charged by Alexis to fully understand the total fees to be paid.

D. Payment of Fees and Termination

Investment Advisory & Portfolio Management

The Client may terminate the agreement within five (5) days of signing the Advisor's Investment Advisory Agreement at no cost to the Client. After the five (5) day period, the Client will incur charges for bona fide advisory services rendered to the point of termination.

Clients may request to terminate their Investment Advisory Agreement with Alexis, in whole or in part, by providing advance written notice. The Client shall be responsible for Investment Advisory Fees up to and including the effective date of termination. Accounts initiated or terminated during a calendar quarter will be charged a prorated fee. On the termination date of an account, any prepaid, unearned fees will be promptly refunded and earned and unpaid fees will be due and payable. The Client's Investment Advisory Agreement with the Advisor is non-transferable without Client's written approval.

Clients may engage the Advisor to review and make investment recommendations for the Client's company retirement account. Fees are invoiced quarterly in arrears based on a per session fee. After the five (5) day period, the Client will incur charges for bona fide advising services rendered to the point of termination and such fees will be due and payable by the Client within 30 days from the date of termination.

Financial Planning

In the event that a Client wishes to cancel the Financial Planning agreement, the Client shall be billed for actual hours logged at the agreed upon hourly rate. The Client may terminate the agreement within five (5) days of signing the Advisor's Financial Planning agreement at no cost to the Client. After the five (5) day period, the Client will incur charges for bona fide advisory services rendered to the point of termination and such fees will be due and payable by the Client within 30 days from the date of termination.

Either party may terminate a planning agreement at any time by providing advance written notice to the other party. Any surplus in the Advisor's possession as the result of collecting a deposit at the time of signing the financial planning agreement will be returned to the Client within five (5) business days of cancellation. Refunds will be given on a pro-rata basis.

Financial Coaching

In the event that a Client wishes to cancel the Financial Coaching agreement, the Client will have been billed at the start of the engagement based on terms set for in the Agreement. The Client may terminate the agreement within five (5) days of signing the Advisor's Financial Coaching agreement at no cost to the Client. After the five (5) day period, the Client will have paid in advance for future services, with fees due and payable by the Client within 30 days of the signed agreement.

In the event that a Client wishes to cancel the Financial Coaching agreement, the Client shall not be re-imbursed for fees paid. The Client may continue utilizing Financial Coaching services for up to 12 months from the date of signing the Financial Coaching agreement.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Either party may terminate a Coaching agreement at any time by providing written notice to the other party. No refund will be issued. Once the term outlined in the Coaching agreement is complete, the agreement is deemed terminated, unless the Client requests further services either via email or verbally.

Company Retirement Consulting & Employee Advising Services

In the event that a Client wishes to cancel the Consulting agreement, the Client shall be billed for actual hours logged at the agreed upon hourly rate. The Client may terminate the agreement within five (5) days of signing the Consulting agreement at no cost to the Client. After the five (5) day period, the Client will incur charges for bona fide consulting services rendered to the point of termination and such fees will be due and payable by the Client within 30 days from the date of termination. Either party may terminate the Consulting agreement at any time by providing advance written notice to the other party with 30 days' notice.

E. Compensation for Sales of Securities

Alexis does not buy or sell securities and does not receive any compensation for securities transactions in any Client account, other than the Investment Advisory Fees noted above.

Item 6 – Performance-Based Fees and Side-By-Side Management

Alexis does not charge performance-based fees for its investment advisory services. The fees charged by Alexis are as described in Item 5. Fees and compensation above and are not based upon the capital appreciation of the funds or securities held by any Client.

Alexis does not manage any proprietary investment funds or limited partnerships (for example, a mutual fund or a hedge fund) and has no financial incentive to recommend any particular investment options to its Clients.

Item 7 – Types of Clients

Alexis provides investment advisory services to the following types of Clients:

Individuals & Families Private investors, investing their personal assets.

Institutional Mission-based, non-profit organizations or other institutional.

Company Retirement Plans Advisor operates as a 3(21) fiduciary: a) providing non-discretionary advice and education about investment alternatives available in the plan, with the Plan Sponsor having the final decision making authority regarding initial selection, removal and retention of investment options; b) assisting in the drafting of the Investment Policy Statement (IPS), with the Plan Sponsor having the final responsibility and authority to establish the policies and objectives, and to adopt the IPS; c) assisting the sponsor in establishing the initial fund menu and in selecting the qualified default investment alternative (QDIA) for participants who fail to make an investment election.

Alexis may impose a minimum account size for establishing a relationship, but our typical starting account is between \$250,000 to \$500,000 or more for individuals and families, and \$1m or greater for 401(k) plans, unless the Advisor is solely providing Consulting services. The decision to engage a Client with lower asset levels is at the discretion of the Advisor.

Item 8 – Methods of Analysis, Investment Strategies and Risk of Loss

A. Methods of Analysis

Alexis Advisors allocates clients to its proprietary portfolios, and on occasion to portfolios where the investment selection is managed by a Independent Manager. Investment strategies employ a combination of long-term passive investing and shorter-term, active investing for its Clients, as consistent with their financial goals.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Alexis Proprietary Portfolios - Alexis employs a combination of fundamental and technical analysis methodologies when developing investment strategies for its Clients. Research and analysis from Alexis is derived from numerous sources, including third party research services, third party research materials, quantitative analytics, financial media companies, Internet sources, and review of company activities, including annual reports, prospectuses, press releases and research prepared by others.

Independent Managers – Alexis thoroughly reviews the company history, the portfolio manager’s history and performance of the portfolios, as well as the longevity of the portfolio manager. Our role when employing a Independent Manager is review the investments in the portfolios and the client accounts allocated to these Independent Managers at minimum quarterly, but to rely on the Independent Manager for the underlying research of each investment.

B. Risk of Loss

Investing in securities involves certain investment risks. Securities may fluctuate in value or lose value. Clients should be prepared to bear the potential risk of loss. Alexis will assist Clients in determining an appropriate strategy based on their tolerance for risk and other factors noted above. However, there is no guarantee that a Client will meet their investment goals. Types of risk may include:

Equity Risks Losing a portion or all of your investment is a risk of investing in equity securities. The following risks could affect the value of your investment: market risk (risk of loss of principal), company risk (risk specific to the services or products offered by the company), issuer risk (in the case of equity ETFs/ETNs, individual stocks), and liquidity risk (the risk stemming from the lack of marketability of an investment.)

Fixed Income Risks Losing a portion or all of your investment is a risk of investing in fixed income securities. The following principal risks could affect the value of your investment: credit risk (risk of a bond or group of bonds being downgraded in their credit quality), interest rate risk (risk of loss of principal in a rising interest rate environment), issuer default risk (the issuer of the bond defaulting on the repayment of interest or principal), pre-payment risk (the risk associated with the early unscheduled return of principal on a fixed-income security), liquidity risk, market risk, and purchasing power or inflation risk (the uncertainty over the future real value (after inflation) of your investment.)

Alternative Asset Class Risks Alternative asset classes include such things as REITs, Master Limited Partnerships, gold and other precious metals. We may invest in REITs and alternative asset classes, such as gold. Losing a portion or all of your investment is a risk of investing in alternative asset class securities. The following principal risks may affect the value of your investment: market risk, interest rate risk, issuer risk, and liquidity risk.

Independent Manager Risks As state above, the Firm may select Independent Managers and allocate a portion of a client’s assets to the Independent Manager’s strategies. In these situation, Alexis Advisors conducts ongoing due diligence of such managers, but such recommendations rely to a great extent on the Independent Managers’ ability to successfully implement their investment strategies. In addition, Alexis Advisors generally may not have the ability to supervise the Independent Managers on a day-to-day basis.

Assets are deemed suitable if they meet certain criteria including, but not limited to, relative value and/or attractive trend attributes. While this type of analysis helps the Advisor in evaluating a potential investment, it does not guarantee that the investment will increase in value. Assets meeting the investment criteria utilized by Alexis may lose value and may have negative investment performance. The Advisor monitors these indicators to determine if adjustments to allocations are appropriate. More details on the Advisor’s review process are included in Item 13.

Each Client engagement will entail a review of the Client's investment goals, financial situation, time horizon, tolerance for risk and other factors to develop an appropriate strategy for managing a Client's account. Client participation in this process, including full and accurate disclosure of requested information, is essential for the analysis of a Client's account. The Advisor shall rely on the financial and other information provided by the Client or their designees without the duty or obligation to validate the accuracy and completeness of the provided information. It is the responsibility of the Client to inform the Advisor of any changes in financial condition, goals or other factors that may affect this analysis.

The risks associated with a particular strategy are provided to each Client in advance of investing Client accounts. The Advisor will work with each Client to determine their tolerance for risk as part of the portfolio construction process.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Frequent Trading

Alexis Advisors typically holds core positions in a majority of its portfolios for a period of years. Non-core positions are typically held for months or years. There are no costs associated with trading, so frequent trading in securities does not result in higher transaction costs in the Client's account[s]. For taxable accounts, frequent trading can also result in taxable transactions each year that would not be present in a buy-and-hold strategy. There are no guarantees that a frequent trading strategy will correctly time purchases and sales of any particular security. Independent Managers apply a long-only, mostly passive investment approach, with the exception of rebalancing, with a goal of holding securities for a period of years.

Past performance is not a guarantee of future returns. Investing in securities and other investments involve a risk of loss that each Client should understand and be willing to bear. Clients are reminded to discuss these risks with the Advisor. For more information on our investment management services, please contact us at (804) 625-3290.

Item 9 – Disciplinary Information

There are no legal, regulatory or disciplinary events involving Alexis or any of its employees. Alexis and its advisory personnel value the trust you place in us. As we advise all Clients, we encourage you to perform the requisite due diligence on any advisor or service provider in which you partner. Our backgrounds are on the Investment Adviser Public Disclosure website at www.adviserinfo.sec.gov. To review the firm information contained in ADV Part 1, select the option for Investment Adviser Firm and enter **167075** in the field labeled "Firm IARD/CRD Number". This will provide access to Form ADV Parts 1 and 2. Item 11 of the ADV Part 1 lists legal and disciplinary questions. You may also research the background of Roberta Keller by selecting the Investment Adviser Representative and entering Ms. Keller's Individual CRD# **2356321** in the field labeled "Individual CRD Number". You may also research the background of Jennifer Spicer by selecting the Investment Adviser Representative and entering Ms. Spicer's Individual CRD# **7395377** in the field labeled "Individual CRD Number".

Item 10 – Other Financial Industry Activities and Affiliations

The sole business of Alexis Advisors is to provide investment advisory services to its Clients. Neither Alexis Advisors nor its advisory personnel are involved in other business endeavors. Alexis does not maintain any affiliations with other firms, other than contracted service providers to assist with the servicing of its Client's accounts.

Item 11 – Code of Ethics, Participation or Interest in Client Transactions and Personal Trading

A. Code of Ethics

Alexis has implemented a Code of Ethics (COE) that defines our fiduciary commitment to each Client. This Code of Ethics applies to all persons associated with Alexis. The Code of Ethics was developed to provide general ethical guidelines and specific instructions regarding our duties to you, our Client. Alexis and its personnel owe a duty of loyalty, fairness and good faith towards each Client. It is the obligation of Alexis associates to adhere not only to the specific provisions of the Code, but also to the general principles that guide the Code. The Code of Ethics covers a range of topics that may include: standards of business conduct, general ethical principles, reporting personal securities trading, reportable securities, initial public offerings and private placements, reporting ethical violations, distribution of the Code of Ethics, review and enforcement processes, amendments to Form ADV and supervisory procedures. Alexis has written its Code of Ethics to meet and exceed regulatory standards.

Alexis provides each employee with a copy of our Code of Ethics, and any amendments, and obtains a written acknowledgment from each supervised person of his receipt of a copy of the COE. All employees of Alexis are required to promptly report any violations of the code to the Adviser's CCO or other designated person.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

B. Personal Trading Policy

Our policy is based on the principle that its directors, officers and employees owe a fiduciary duty to clients to conduct personal securities transactions in a manner that does not interfere with client transactions or otherwise take unfair advantage of their relationship with clients. Alexis does not act as principal in any transactions. In addition, the Advisor does not act as the general partner of a fund, or advice an investment company. Alexis does not have a material interest in any securities traded in Client accounts.

Alexis allows our employees to purchase or sell the same securities that may be recommended to and purchased on behalf of Clients. Owning the same securities, we recommend (purchase or sell) to our Clients presents a potential conflict of interest that, as fiduciaries, we must disclose to you and mitigate through policies and procedures. As noted above, we have adopted, consistent with Section 204A of the Investment Advisers Act of 1940, a Code of Ethics, which addresses insider trading (material non-public information controls) and personal securities reporting procedures. We have also adopted written policies and procedures to detect the misuse of material, non-public information, including avoiding investing in such a way to use insider information. We may have an interest or position in certain securities, which may also be recommended to you. In some circumstances, employees may be permitted to invest in the same securities as Clients, there is a possibility that employees might benefit from market activity by a client in a security held by an employee. Additionally, employees may, on occasion, make securities transactions that are contrary to the investment positions held in client portfolios. In managed accounts within an omnibus account, all clients (including firm employees) are traded at the same time. Alexis avoids "front-running," the practice of investing for the firm or for a personal account ahead of Client accounts.

Employee trading is monitored under the COE in order to reasonably identify and prevent conflicts of interest between us and our Clients. All "access persons," are required to provide a report at least quarterly of all personal securities transactions in reportable securities to the adviser's CCO or other designated person

C. Other Elements of Our Code of Ethics

In addition, the Code of Ethics governs Gifts and Entertainment given by and provided to the Advisor, outside employment activities of employees, privacy and confidentiality of non-public client information, sanctions for violations of the COE, and records retention requirements for various aspects of the Code of Ethics.

To request a copy of our Code of Ethics and/or Privacy Policy, please contact us at (804) 625-3290.

At no time, will Alexis or any associated person of Alexis, transact in any security to the detriment of any Client.

Item 12 – Brokerage Practices

A. Recommendation of Custodian(s)

Alexis does not have discretionary authority to select the broker-dealer/Custodian for custodial and execution services or the administrator for defined contribution accounts. The Client has the option to select the broker-dealer or Custodian (herein the "Custodian") to safeguard Client assets and authorize Alexis to direct trades to this Custodian as agreed in the Investment Advisory Agreement. Further, Alexis does not have the discretionary authority to negotiate commissions on behalf of our Clients on a trade-by-trade basis.

Where Alexis does not exercise discretion over the selection of the Custodian, it may recommend the Custodian(s) to Clients for execution and/or custodial services. Clients are not obligated to use the recommended Custodian and will not incur any extra fee or cost associated with using a broker not recommended by Alexis. Alexis may recommend a Custodian based on criteria such as, but not limited to, reasonableness of commissions charged to the Client, services made available to the Client, and location of the custodian's offices. Alexis does not receive research services, other products, or compensation as a result of recommending a particular broker that may result in the Client paying higher commissions than those obtainable through other brokers.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Where Alexis does not exercise discretion over the selection of the Custodian, Axos Advisor Services serves as the Custodian for the majority of Client accounts, with Axos providing execution services. (Axos acquired E-Trade in 2021.) Recommendations may be based on criteria such as, but not limited to, reasonableness of commissions charged to the Client, services made available to the Client, and location of the Custodian's office. We will perform periodic due diligence on best execution practices to make certain that charges Axos Advisor Services are reasonable and customary.

Alexis Advisors uses Nationwide Insurance (formerly Jefferson National Financial) for Clients who are currently in high-cost annuities and may benefit from a lower cost structure and tax deferral. Nationwide Insurance offers Clients a no-load, flat fee, investment only variable annuity built expressly for fee-only Registered Investment Advisors. They also provide insurance-only products, such as Single Premium Immediate Annuities. Recommendations may be based on criteria, such as, but not limited to, reasonableness of commissions/fees charged to Clients, investment options, and services made available to the Client. We will perform periodic due diligence on best execution practices to make sure charges are reasonable and customary. While Alexis will manage client assets on a discretionary basis and charge a fee for these services, the firm will receive no commissions or financial benefit for moving a client to Nationwide Insurance.

Clients are not obligated to use the recommended Custodian and will not incur any extra fee or cost associated with using a broker not recommended by Alexis.

Alexis does not receive research services, other products, or compensation as a result of recommending a particular broker-dealer or Custodian that may result in the Client paying higher commissions than those obtainable through other brokers.

Following are additional details regarding the brokerage practices of the Advisor:

Soft Dollars Soft dollars are revenue programs offered by broker-dealers whereby an advisor enters into an agreement to place security trades with the broker in exchange for research and other services. Alexis does not participate in soft dollar programs sponsored or offered by any broker-dealer.

Brokerage Referrals Alexis does not receive any compensation from any third party in connection with the recommendation for establishing a brokerage account.

Directed Brokerage All Clients are serviced on a "directed brokerage basis", where Alexis will place trades within the established account(s) at the designated Custodian. In selecting the Custodian, Alexis will not be obligated to select competitive bids on securities transactions and does not have an obligation to seek the lowest available transaction costs. These costs are determined by the designated Custodian. Further, all Client accounts are traded within their respective brokerage account(s). The Advisor will not engage in any principal transactions (i.e., trade of any security from or to the Advisor's own account) or cross transactions with other Client accounts (i.e., purchase of a security into one Client account from another Client's account(s)).

Independent Managers Alexis does not receive incentives for placing business with Independent Managers.

B. Aggregating and Allocating Trades

The primary objective in placing orders for the purchase and sale of securities for Client accounts is to obtain the most favorable net results taking into account such factors as 1) price, 2) size of order, 3) difficulty of execution, 4) confidentiality and 5) skill required of the broker. Alexis will execute its transactions through an unaffiliated broker-dealer selected by the Client. Alexis may aggregate orders in a block trade or trades when securities are purchased or sold through the same broker-dealer for multiple (discretionary) accounts.

Alexis does not research or implement the trading strategies of Independent Managers. However, the Firm does have the option to sell positions at its discretion, specifically to meet Client disbursement requests. Alexis also has the ability to invest new funds into the portfolios and strategies when a Client deposits additional funds into the account.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Item 13 – Review of Accounts

A. Frequency of Reviews

Client accounts are monitored on a regular and continuous basis by Ms. Keller, Chief Executive Officer of Alexis. In addition to the investment monitoring, each Client account shall generally be reviewed at least annually, or more or less frequently depending on Client needs. Client webinars are also offered, on occasion, particularly as a result of major changes in economic conditions and associated market volatility.

B. Causes for Reviews

Accounts may be reviewed as a result of major changes in economic conditions, known changes in the Client's financial situation, and/or large deposits or withdrawals in the Client's account. The Client is encouraged to notify Alexis Advisors if changes occur in his/her personal financial situation that might affect his/her investment plan. Additional reviews may be triggered by material market, economic or political events.

C. Review Reports

The Client will receive brokerage statements no less than quarterly from the Custodian. These brokerage statements are sent directly from the Custodian to the Client. The Client may also establish electronic access to the Custodian's website so that the Client may view these reports and their account activity. Axos Advisor Services and company retirement plan sponsors supply Clients with confirmation statements for all orders executed (transaction confirmations), periodic statements (either monthly or quarterly) and other material supplied to their shareholders as required. Axos Advisor Services statements include all positions, transactions and fees relating to the Client's account(s).

The Advisor has engaged Advyzo to provide Clients with more robust reporting. All data displayed in the Advyzo reports are transferred via a secure API from the Custodians. Statements and reporting are still available through the Custodians.

Item 14 - Client Referrals and Other Compensation

A. Compensation Received by Alexis Advisors

Alexis is a fee-only advisory firm, who, in all circumstances, is compensated solely by the Client. Alexis does not receive commissions or other compensation from product sponsors, broker-dealers or any un-related third party. Alexis may refer Clients to various third parties to provide certain financial services necessary to meet the goals of its Clients. Likewise, Alexis may receive referrals of new Clients from a third-party.

Participation in Institutional Advisor Platform

Alexis has established an institutional relationship with Axos Services to assist the Advisor in managing Client account(s). Access to the Axos Advisor Service's institutional platform is provided at no charge to the Advisor. The Advisor receives access to software and related support without cost because the Advisor renders investment management services to Clients that maintain assets at Axos Advisory Services.

Additionally, the Advisor may receive the following benefits from Axos Advisor Services: receipt of duplicate Client confirmations and bundled duplicate statements; access to a trading desk that exclusively services its institutional participants; omnibus account trading; access to block trading which provides the ability to aggregate securities transactions and then allocate the appropriate shares to Client accounts; and access to an electronic communication network for Client order entry and account information.

Alexis has also established an institutional relationship with Nationwide Insurance. We have not to date found reason to sell Clients annuity products but have observed opportunities for Clients holding existing products to lower their fees, while providing investment management within these products. Before decisions are taken, we, along with Nationwide, provide the Client with an analysis and product comparison. If deemed viable, we may implement a 1035 exchange for these assets.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

The advisor receives no commissions from Nationwide for this exchange. An exchange is only implemented if it is deemed in the best interest of the client, including, but not limited to a potential reduction in the insurance fees, and access to our investment management services within the annuity. Access to Nationwide's variable annuity platform, Monument Advisor, via the Axos Advisor Services trading platform is provided at no charge to the Advisor or to the client. All annuity assets are maintained at Nationwide, and Nationwide provides reporting to the client.

The Advisor receives access to software and related support without cost because the Advisor renders investment management services to Clients that maintain assets at Nationwide and Axos Advisor Services. The software and related systems support may benefit the Advisor, but not its Clients directly. In fulfilling its duties to its Clients, the Advisor endeavors at all times to put the interests of its Clients first. Clients should be aware, however, that the receipt of economic benefits from a Custodian creates a potential conflict of interest since these benefits may influence the Advisor's recommendation of this Custodian over one that does not furnish similar software, systems support, or services.

B. Client Referrals from Solicitors

Alexis does not engage paid solicitors for Client referrals.

Item 15 – Custody

Alexis does not accept or maintain custody of any Client accounts. All Clients must place their assets with a qualified Custodian. Clients are required to select their own Custodian to retain their funds and securities and direct Alexis to utilize that Custodian for the Client's security transactions. Client funds currently are held directly at Axos Advisor Services, Nationwide, or company retirement plan sponsors, depending on the type of account managed.

Alexis encourages Clients to carefully review statements provided by the account Custodian. For more information about Custodians and brokerage practices, see Item 12 - Brokerage Practices.

Item 16 – Investment Discretion

Alexis generally has discretion over the selection and amount of securities to be bought or sold in Client accounts without obtaining prior consent or approval from the Client. However, these purchases or sales may be subject to specified investment objectives, guidelines, or limitations previously set forth by the Client and agreed to by Alexis. Discretionary authority will only be authorized upon full disclosure to the Client. The granting of such authority will be evidenced by the Client's execution of an Investment Advisory Agreement containing all applicable limitations to such authority. All discretionary trades made by Alexis seek to be in accordance with each Client's investment objectives and goals.

Item 17 – Voting Client Securities

Individual Clients/Families

Alexis does not accept proxy-voting responsibility for any Client. Clients will receive proxy statements directly from the Custodian. The Advisor will assist in answering questions relating to proxies, however, the Client retains the sole responsibility for proxy decisions and voting.

401(k) Plans

Alexis does not accept proxy-voting responsibility for any plan. The Plan Sponsor is responsible for managing proxy statements and voting on behalf of plan participants.

Item 18 – Financial Information

Neither Alexis, nor its management has any adverse financial situations that would reasonably impair the ability of Alexis to meet all obligations to its Clients. Neither Alexis, nor any of its advisory persons, has been subject to a bankruptcy or

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

financial compromise. Alexis is not required to deliver a balance sheet along with this Brochure as the firm does not collect advance fees for services to be performed six months or more in advance.

Item 19 – Requirements for State Registered Advisors

A. Educational Background and Business Experience of Principal Officer

Roberta Keller is the Chief Executive Officer of Alexis. Information regarding the formal education and background of Ms. Keller is included in Item 2 of Part 2B below.

Jennifer Spicer is an Assistant Vice President of Alexis. Information regarding the formal education and background of Ms. Spicer is included in Item 2 of Part 2B below.

B. Other Business Activities of Principal Officer

Ms. Keller and Ms. Spicer are dedicated to the investment advisory activities of Alexis's Clients. Ms. Keller does not have any other business activities.

C. Performance Fee Calculations

Alexis does not charge performance-based fees for its investment advisory services. The fees charged by Alexis are as described in Item 5 – Fees and Compensation above and are not based upon the capital appreciation of the funds or securities held by any Client.

D. Disciplinary Information

There are no legal, civil or disciplinary events to disclose regarding Alexis Advisors, Ms. Keller, nor Ms. Spicer. Alexis Advisors, Ms. Keller nor Ms. Spicer has ever been involved in any regulatory, civil or criminal action. There have been no client complaints, lawsuits, arbitration claims or administrative proceedings against Alexis, Ms. Keller or Ms. Spicer.

Securities laws require an advisor to disclose any instances where the advisor or its advisory persons have been found liable in a legal, regulatory, civil or arbitration matter that alleges violation of securities and other statutes; fraud; false statements or omissions; theft, embezzlement or wrongful taking of property; bribery, forgery, counterfeiting, or extortion; and/or dishonest, unfair or unethical practices. As previously noted, there are no legal, civil or disciplinary events to disclose regarding Alexis, Ms. Keller or Ms. Spicer.

E. Material Relationships with Issuers of Securities

Alexis, Ms. Keller, nor Ms. Spicer has any relationships or arrangements with issuers of securities.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Form ADV Part 2B Brochure Supplement

for

**Roberta Keller
Chief Executive Officer**

Effective: 3/30/2022

This Brochure Supplement provides information about the background and qualifications of Roberta Keller (CRD# **2356321**) in addition to the information contained in the Alexis Advisors, LLC (“Alexis” or the “Advisor” - CRD #167075) Disclosure Brochure. If you have not received a copy of the Disclosure Brochure or if you any questions about the contents of the Alexis Disclosure Brochure or this Brochure Supplement, please contact us at (804) 625.3290

Additional information about Ms. Keller is available on the SEC’s Investment Adviser Public Disclosure website at www.adviserinfo.sec.gov.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone| 804.625.3290
www.AlexisAdvisors.com

Item 2 – Educational Background and Business Experience

The Chief Executive Officer of Alexis is Ms. Roberta Keller. Ms. Keller, born in 1962, is a dedicated Portfolio Manager for Client accounts of Alexis. Ms. Keller earned a Bachelor of Arts in French and English from Vanderbilt University in 1985. Her experiences in institutional investment management in New York, Connecticut and London during the 1990's shaped her views on managing client assets. Additional information regarding Ms. Keller's employment history is included below.

Chief Executive Officer & Founder, Alexis Advisors, LLC	04/2013 to Present
Registered Representative, Investors Security CO., Inc	05/2012 to 03/2013
Investment Advisor Representative, Brunson Advisors	01/2010 to 03/2013
Consultant, Data Blueprint	10/2009 to 06/2010
Business Advisor, Dominion Power	09/2008 to 08/2009
Senior Managing Consultant, North Highland/Highland Worldwide	10/2006 to 09/2008
Executive Vice President & Principal, Richweb, Inc	10/2001 to 09/2006
Unemployed	9/1999 – 10/2001
Institutional Investment Management: Ferrell Capital Management (Vice President); Bankers Trust (Vice President); EFG Bank (Manager, Investment Management)	1991 - 1999

Item 3 – Disciplinary Information

There are no legal, civil or disciplinary events to disclose regarding Ms. Keller. Ms. Keller has never been involved in any regulatory, civil or criminal action. There have been no client complaints, lawsuits, arbitration claims or administrative proceedings against Ms. Keller.

Securities laws require an advisor to disclose any instances where the advisor or its advisory persons have been found liable in a legal, regulatory, civil or arbitration matter that alleges violation of securities and other statutes; fraud; false statements or omissions; theft, embezzlement or wrongful taking of property; bribery, forgery, counterfeiting, or extortion; and/or dishonest, unfair or unethical practices. **As previously noted, there are no legal, civil or disciplinary events to disclose regarding Ms. Keller.** However, we do encourage you to independently view the background of Ms. Keller on the Investment Adviser Public Disclosure website at www.adviserinfo.sec.gov. Select Investment Adviser Search from the left navigation menu. Then select the option for Investment Adviser Representative and enter **2356321** in the field labeled "Individual CRD Number".

Item 4 – Other Business Activities

Ms. Keller is a dedicated to the investment advisory activities of Alexis's Clients. Ms. Keller does not have any other business activities.

Item 5 – Additional Compensation

Ms. Keller is a dedicated to the investment advisory activities of Alexis's Clients. Ms. Keller does not have any other business activities.

Item 6 – Supervision

Ms. Keller serves as the Chief Executive Officer and Chief Compliance Officer of Alexis.

Item 7 – Requirements for State Registered Advisors

Ms. Keller does not have any additional information to disclose.

Form ADV Part 2B Brochure Supplement

for

Jennifer Spicer

Effective: 3/30/2022

This Brochure Supplement provides information about the background and qualifications of Jennifer Spicer (CRD# 7395377) in addition to the information contained in the Alexis Advisors, LLC (“Alexis” or the “Advisor” - CRD #167075) Disclosure Brochure. If you have not received a copy of the Disclosure Brochure or if you any questions about the contents of the Alexis Disclosure Brochure or this Brochure Supplement, please contact us at (804) 625.3290

Additional information about Ms. Spicer is available on the SEC’s Investment Adviser Public Disclosure website at www.adviserinfo.sec.gov.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com

Item 2 – Educational Background and Business Experience

Jennifer Spicer is an Investment Adviser Representative with Alexis Advisors. Ms. Spicer, born January 26, 1981, joined Alexis Advisors in October 2018. Ms. Spicer earned a Bachelor of Arts from James Madison University in 2003. Additional information regarding Ms. Spicer’s educational background and employment history is included below.

Investment Advisor Representative, Assistant Vice President, Alexis Advisors, LLC	10/2021 to Present
Paraplanner, Marketing Support, Administrative Assistant, Alexis Advisors, LLC	10/2018 to 10/21
Server, Lucy’s Restaurant	04/2015 to 10/2018
Server, Ejay Rin LLC dba Camden’s Dogtown Market	02/2012 to 04/2015
Manager, ADR JOT LLC dba Acacia Mid-town	04/2005 to 11/2011
James Madison University – College of Arts & Letters Major: English Language and Literature	08/1999 to 05/2003

Item 3 – Disciplinary Information

There are no legal, civil, or disciplinary events to disclose regarding Ms. Spicer. Ms. Spicer has never been involved in any regulatory, civil, or criminal action. There have been no client complaints, lawsuits, arbitration claims, or administrative proceedings against Ms. Spicer.

Securities laws require an advisor to disclose any instances where the advisor or its advisory persons have been found liable in a legal, regulatory, civil, or arbitration matter that alleges violation of securities and other statutes; fraud; false statements or omissions; theft, embezzlement, or wrongful taking of property; bribery, forgery, counterfeiting or extortion; and/or dishonest, unfair, or unethical practices. **As previously noted, there are no legal, civil, or disciplinary events to disclose regarding Ms. Spicer.** However, we do encourage you to independently view the background of Ms. Spicer on the Investment Adviser Public Disclosure website at www.adviserinfo.sec.gov. Select Investment Adviser Search from the left navigation menu. Then select the option for Investment Adviser Representative and enter 7395377 in the field labeled “Individual CRD Number”.

Item 4 – Other Business Activities

Ms. Spicer supports in all aspects of the business, with a focus on financial planning for Alexis Advisors’ Clients. Ms. Spicer does not have any other business activities.

Item 5 – Additional Compensation

Ms. Spicer is dedicated to providing financial planning and investment advisory services of Alexis Advisors’ Clients. Ms. Spicer does not have any other business activities.

Item 6 – Supervision

Ms. Spicer is supervised by Roberta Keller, the Chief Executive Officer and Chief Compliance Officer of Alexis.

Item 7 – Requirements for State Registered Advisors

Ms. Spicer does not have any additional information to disclose.

Alexis Advisors, LLC

2821 Emerywood Parkway | Suite 202-A | Richmond, VA 23294
Phone | 804.625.3290
www.AlexisAdvisors.com