IMPORTANT FINANCIAL DOCUMENTS CHECKLIST

In order to prepare your financial plan, please provide the following information. If you have questions regarding the items listed below, please contact us.

Investment and Retirement Planning Documents:

⇒ Recent IRA, 401(k), 403(b), TSA and Keogh Statements
⇒ Information on Employer Sponsored Pension and Retirement Plans
⇒ Recent Statements for:
- Savings Accounts
- Mutual Fund and Brokerage Accounts
- Annuities

⇒ Listing of Stocks/Bonds held in Certificate Form
⇒ Deferred Compensation and Stock Option Agreements
⇒ Copies of Current Social Security Statement(s)
⇒ Complete Attached Risk Tolerance Questionnaire

⇒ ____

Tax Planning Documents:

⇒ Copies of Last Years Tax Return and K-1s
⇒ Last Years W-2 Statements and a Recent Pay Stub
⇒ Estimated Tax Payments (if applicable)

⇒ ____

Financial Documents:

⇒ Recent Mortgage and other Loan Statements to include balance, interest rate and payment
⇒ Recent Credit Card Statements with a Balance
⇒ Complete Attached Budget/ Expense Worksheet

⇒ ____

Asset Protection Documents:

⇒ Life Insurance Policies and Statements
⇒ Disability Income and Long Term Care Insurance Policies and Statements
⇒ Information on Employer Provided Group Insurance Benefits

⇒ ____

Estate Planning Documents:

⇒ Copies of Wills, Living Will, Durable Powers of Attorney and Health Care Power
⇒ Copies of Revocable and Irrevocable Trusts; Pre-Nuptial Agreements
⇒ Copies of Deeds to Real Estate

⇒ ____

Other:

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