

Documents Requested:

Please bring the following items to our initial meeting so that we can complete your personal financial analysis. We will scan the originals and return them all to you. Please note that all information provided to us is strictly confidential.

Income/Expenses

- ☐ Most recent tax return
- ☐ Two of your most recent paycheck stubs
- ☐ Monthly Expenses

Most Recent Retirement Planning Statements

- ☐ Statement of employer provided plan 401(k), 403(b) and/or profit sharing – contribution info for you/your employer
- ☐ Projection of your pension, state retirement plan, etc.
- ☐ Social Security Statements (www.ssa.gov/myaccount)
- ☐ Statements for all of your IRAs (Traditional and/or Roth)
- ☐ Any other retirement plan statements (former employer plans)
- ☐ Annuities

Most Recent Financial Account Statements

- ☐ Checking Accounts
- ☐ Brokerage Accounts
- ☐ Money Market and/or Savings Accounts
- ☐ CDs (maturity date, bank held and current interest rate)
- ☐ Mutual Funds

Most Recent Education Account Statements

- ☐ 529s, Coverdell ESA, UTMA/UGMA

Employee Benefits

- ☐ Group life insurance (cost and coverage)
- ☐ Group disability insurance (coverage and employer/employee costs)
- ☐ Supplemental life/disability insurance/long-term care (current coverage, available coverage, cost and payer)
- ☐ Other employer provided benefits or voluntary benefits

Personal Insurance Policies

- ☐ Life insurance
- ☐ Long-term disability insurance
- ☐ Long-term care insurance

Most Recent Statement Regarding Outstanding Liabilities

- ☐ Mortgages, HELOC, student loans, credit cards etc.

Estate Planning Documents

- ☐ Wills, Advanced Directives, Power of Attorney, Trust Agreements

Miscellaneous (if applicable)

- ☐ Divorce decree
- ☐ Business Partnership Agreements (buy/sell, key person)