

Documents Needed

The following documents will be needed to properly study, analyze, and prepare a personal financial/investment plan for you. This material will be treated confidentially and returned when the planning process is completed, or copies can be made and can be returned earlier if requested.

From your

Personal Files

Latest income tax returns
 Loan documents
 Wills
 Trust Agreements
 Major asset purchase details
 Other

Employer

Payroll or other income statements
 Employer Benefits booklet
 Retirement savings plan
 Pension plans
 Other

Bank or Credit Union

Checking Account statements
 Savings/CDs/Money Market account statements
 Credit Card statements
 Other

Broker or Mutual Fund
 Company

Latest Monthly statement
 Other

Insurance Company

Latest life insurance/annuity account statement
 Health insurance/hospital & major medical policy information
 Disability income insurance policy information
 Property & Casualty policy information
 Auto insurance Policy information
 Long-Term Care policy information
 Other

Business

Buy-Sell Agreements
 Deferred Compensation Agreements
 Stock/Option/Bonus Plans & Vesting Schedule if applicable
 Other

Additional Comments
