

Planning Document Checklist

The following documents will provide a clear picture of your current status. Complete information is essential for a successful analysis and for your financial plan, which I refer to as your “Discovery Meeting”. Bring as many of the following documents to your initial meeting as possible.

<i>Found It!</i>	<i>Subject</i>	<i>Source</i>
<input type="checkbox"/>	Income	Last year’s tax return, latest pay stub, pension benefits, Social Security estimates
<input type="checkbox"/>	Retirement	Most recent 401(k), Keogh, Simplified Employee Pension (SEP) (SIMPLE), Individual Retirement Account (IRA), Registered Retirement Savings Plan (RRSP), Tax Sheltered Annuity (TSA), or other annuities.
<input type="checkbox"/>	Savings	Most recent statements from bank accounts, money market funds, certificates of deposit (CDs)
<input type="checkbox"/>	Brokerage Accounts And Stock Options	Most recent statements detailing stocks (including stocks you’ve purchased and options you have not yet exercised), bonds and mutual funds
<input type="checkbox"/>	Insurance	Policies or contracts for life, disability, health, auto, home-owners, renters, liability, long term care, or any other insurance
<input type="checkbox"/>	Real Estate	Appraisals, loan information, or statements for your primary residence, as well as vacation and investment properties
<input type="checkbox"/>	Collectibles	Appraisals of current market value for precious metals, art, and other collectibles
<input type="checkbox"/>	Liabilities	Mortgage statement providing remaining loan amount, interest rate, length of loan and inception. Credit card statements with interest rates if there is a continuing balance.
<input type="checkbox"/>	Estate Plan	A copy of your own will, trust, and other documents detailing what you wish to be done with your assets and liabilities when you pass away.