FINANCIAL PLANNING CHECKLIST

Here is a sample of common items people bring to a financial planning session.

Income / Tax Planning

- ☐ Your most recent Federal & State Income Tax Return
- ☐ Your most recent Pay Stub (and that of any other party included in this document – spouse, etc.)
- ☐ Most recent Social Security Benefit Statements
- ☐ Most recent Pension and/or Disability Income Statements

Investment Statements

- ☐ Information of all rental properties (Taxes, Insurance, Income, Expenses, etc.)
- ☐ Your most recent Investment Accounts, Mutual Funds, Brokerage Accounts, and Annuity Statements (IRAs, 401k, etc.)
- ☐ 401k Plan documents (including those that describe options, choices within the 401k)

Debt

- ☐ Your most recent mortgage, credit, and other debt statements.
- ☐ Terms of the debt (Min. payment, pre-payment penalties, fixed or variable rate, rate, etc.)

Estate Planning

- ☐ Wills
- ☐ Durable Power of Attorneys
- ☐ Health Care Proxy or Living Wills
- ☐ Most recent Trust Documents or Statements
- ☐ Most recent Annual Statement on Life Insurance Policies

Employer Benefits

- ☐ 401k Plan documents and choices within the 401k
- ☐ Most recent Stock Option Statements of Award and Vesting
- ☐ Most recent Employee Stock Purchase Plan Statements
- ☐ Group Benefits Statement or Booklets

Property Insurance

- ☐ Your Home Owner/Renter Insurance Policy Coverage Sheets
- ☐ Your Auto Policy Coverage Sheets