Stewardship

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Checklist

Necessary:

- ☐ Client and spouse's names and birthdates (or ages)
- ☐ If children; names and birthdates (or ages)
- ☐ All investment account balances (401k, IRA, RSUs, ESPP, other investments such as private equity)
- ☐ 401k annual contribution and type (Roth/deductible)
- ☐ Company 401k match
- ☐ Client and spouse's salary/bonus
- ☐ Estimated retirement income and source (Social Security, pensions, etc.)
- ☐ Any additional annual savings amount (not including the 401k contribution)
- ☐ Value of home(s) and any additional personal property
- ☐ Any investment Real Estate (value, gross and net rent, any mortgages)
- ☐ Any insurance (life, disability, long-term care, annuities, etc.)
- ☐ Riskalyze risk profile (we will email this questionnaire to you)

Very Helpful:

- ☐ Current monthly expenses estimate (including mortgage payment(s))
- ☐ Statements with specific holdings, ideally with cost basis information for any taxable accounts
- ☐ Any Restricted Stock Units (RSUs) with vesting schedule
- ☐ Any stock options with vesting schedule
- ☐ Company 401k investment options
- ☐ Mortgage payment, interest rate, balance, original loan amount, date of loan, loan term
- ☐ Any additional loan balances, payments, interest rates, etc.
- ☐ Company benefits (life insurance, disability insurance, etc.)
- ☐ Anticipated inheritance from or financial support to parents or other family