

Review & Planning Meeting Checklist

To help make our upcoming meeting more worthwhile, please provide the following information beforehand. You can drop it off at the office, mail it to our address, or fax the information to us at (513) 251-6525. **If you prefer to scan and send via e-mail, please call the office first and we will arrange for the e-mail to be encrypted.**



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Fax: (513) 251-6525

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Information to send us ahead of time:

Investment Statements

If you have an investment account *not held at Niehaus Financial*, please bring a copy of a recent statement showing investment details (names of securities, values, cost basis if applicable).

For employer retirement plans (401k, 403b, etc.), include a list of available investment options.

Bank Account Information

List balances and interest rates of checking, savings, and CDs (note maturity dates).

Debt Information

If applicable, list the balance remaining on your mortgage and any other outstanding loans, as well as the interest rate for each.

Social Security Benefit Statement / Pension Benefit Statement

If you are not already receiving benefits, provide the most recent projection of what you will receive. For Social Security, statements are now available online at www.ssa.gov or you may call 1-800-772-1213.

Tax Return

If we do not already have a copy of your most recent tax return, please provide a copy of your 1040 and accompanying schedules, if applicable.

Questions

Please provide a list of any specific questions and/or concerns that you would like us to address.

Why have regular meetings?

- Keeps you on track toward your financial goals
- Makes sure you take advantage of any new opportunities to earn and save money
- Keeps lines of communication open
- Helps ensure that we make timely adjustments as markets and personal circumstances change

Thank you! This information will enable us to better serve you, and make sure that the time during our meeting is well-spent.