Documents Checklist for Meeting with Certified Financial Planner

Employment Personal Legal Documents

oMost recent Pension Statement
oMost recent (457, 401, 403b) Statements
oMost recent annual Social Security Statement
oMost recent pay stub

oWill
oTrust and advanced directives
oPowers of Attorney
oDivorce/separation/pre-nuptial agreement

Investments Business Arrangements

oOutside Brokerage/Mutual fund account statements
oBank Account Statements
oOther Account Statements

oBuy/Sell Arrangements
oPartnership Arrangements
oOther outside business interest

Taxes

oMost recent tax return and/or summary page

Future Financial Goals

oMajor Purchase
oCollege Funding
o ____________________
o ____________________

Cash Flow

oMortgage statements
oCredit card and other debt statements
oBudget and/or project yearly expenses

Other

1. ____________________
2. ____________________
3. ____________________

Insurance Contracts/Policies

oOutside Annuity
oHealth
oDisability
oLong Term Care

oLife
oAutomobile
oHomeowners/Renters