FINANCIAL DOCUMENTS CHECKLIST

Bank/Investment Statements

- Bank Accounts (checking & savings)
- Taxable Brokerage Accounts
- Retirement Accounts (401k, 403b, IRA)
- Annuities
- Pension Statements/Plan Documents
- Education Savings Accounts (529/Coverdell)
- Health Savings Accounts (HSA)

Liability Statements

- Mortgages
- Auto Loans
- Student Loans
- Credit Cards (only if balance is carried)
- Private Loans
- Home Equity Loans/Lines of Credit

Income & Expenses

- Paystubs
- Social Security Statements (ssa.gov/myaccount)
- List of large annual expenses (ie. rent, travel, tuition, childcare, etc.)

Real Assets

- Real Estate Addresses

Insurance Policy Statements

- Life Insurance
- Disability (Long & Short Term)
- Medical Insurance
- Long-Term Care Insurance
- Homeowners/Auto Insurance
- Umbrella Liability Insurance

Employee Benefits

- Benefits Handbook
- Summary Plan Documents (SPD)

Income Tax Returns

- Federal Return (last 2 years)
- State Return (last 2 years)

Estate Documents

- Wills
- Powers of Attorney
- Advance Directives (Living Wills)
- Beneficiary Designations
- Trusts

Questionnaires

- Client Information (click here)
- Risk Tolerance (click here)