



Initial Meeting Checklist

Financial planning is a powerful tool that can be used to build your personalized roadmap toward a secure, successful future. During our initial meeting, my objective is to better understand the intricacies of your financial life. Working together, we can develop a series of thoughtful and well-crafted strategies to help you reach the financial goals that are most important to you.

To make the most of our conversation, I encourage you to review the following list of financial documents and bring applicable copies of each to our meeting.

General

- Personal budget
- Cash flow statement
- Last year's income tax return
- Recent credit report

Savings & Investments

- Bank statements (checking, savings, etc.)
- Brokerage investment statements
- Retirement account statements
- Stock options

Insurance Coverage

- Life insurance policy (whole, term, etc.)
- Disability insurance (personal, group, etc.)
- Homeowners/renters insurance
- Health insurance

Loans & Debt

- Federal student loan statements
- Credit card statements
- Auto loan statement
- Mortgage statement

Employer-Sponsored Plans

401(k), 403(b), 457, SIMPLE IRA, SEP IRA

- Plan description (employer match details, etc.)
- List of investment options
- Current investment allocation

Estate Planning Documents

- Will
- Trusts: Revocable & Irrevocable
- Powers of Attorney
- Family Info: Names & Birth Dates

Questions about some of the documents on this checklist? Unsure of whether they apply to you? Give me a call to discuss prior to our meeting.