

Initial Meeting Document List

The following documents may be needed for the purpose of review and analysis. It is understood that this material will be treated confidentially and returned as soon as the planning process is completed. You may want to bring a copy of some of the listed documents and keep your original.

Documents to bring to the initial meeting:

- 1. Tax return for last year.
- 2. A recent pay stub for each job (both spouses).
- 3. A list of assets or recent investment account statements (for example, bank statements, mutual fund statements or brokerage account statements).
- 4. Your assessment of the value of your home(s), and an overall assessment of your personal possessions (a best guess).
- 5. Retirement plan statements (pension plans, deferred compensation plans, profit sharing plans, 401(k) plans, TSAs, Keoghs, IRAs, annuities, etc.).
- 6. A list of your liabilities, such as mortgage paperwork, home equity line of credit statements, personal loan statements, credit card statements, etc.
- 7. A summary of your life insurance policies and health and disability policies.
- 8. A summary of your auto, property and casualty insurance policy.
- 9. A summary of your Wills, Trusts, Durable Powers of Attorney, and Living Wills.
- 10. Prenuptial Agreements and divorce papers, if applicable.
- 11. Your social security earnings and benefit statement(s).
- 12. Any other documents that you feel may be helpful in assessing your situation.