



Financial Document Guide

Documents to Bring to Initial Interview

We pledge to work in your behalf to help you create the most efficient and successful strategy to help you achieve financial independence and peace of mind. The first step in this process is to review your Present Plan to help you optimize how you create and protect your current and future wealth.

The more thoroughly we understand your Present Position, the more effectively we can advise you; therefore, in preparation of our next meeting, The Discovery Meeting, we ask that you bring copies of the following documents. You may be sure that your documents will be professionally safeguarded under strict, confidential control during the analysis period.

- Income Tax Return(s) for Latest Year.
- Paycheck Stub(s) for you and your spouse showing deductions from gross income.
- Wills and Trust documents
- All Personal Insurance policies:
 - Automobile policies (include declaration of coverage)
 - Homeowner's or Renter's Policy (include declaration of coverage)
 - Life Insurance Policies (for all members of your family)
 - Annual Statements
 - Policy Loan Statements
- Disability Income Policy
- Hospitalization and Major Medical policies
- Any other types of insurance policies
- Most recent Social Security statements
- Most recent Mortgage statements
- Company-Provided Group Benefits for you and your spouse. (If a printout of specific coverages is available, please include.)
- Most recent statements for all accounts

For business owners only:

- Business Life insurance policies
- Business income tax returns
- Business financial statements
- Buy-Sell agreements
- Business agreements (i.e. key person, deferred compensation, etc.)

Receipt for Client Documents

I have received the following documents from _____. All information will be maintained in the strictest confidence and will be returned when my work is completed, or earlier if that is requested.

Advisor Signature

Date

Phone

Receipt for Return of Documents

The above documents have been returned to me.

Client Signature

Date