Checklist

A – Tax Records

* Past 2 years state and federal tax returns
* Recent paycheck statement showing tax and FICA withholding, automatic savings and deductions.

Number of pay periods per year ____.

B – Estate and Legal

* Wills
* Trust(s)
* Divorce Decree
* Other

C – Company Benefits (DESCRIPTIVE BROCHURES AND CURRENT ACCOUNT STATEMENTS FOR:)

* Life/Health/Disability
* Pensions_____
* 401(k) Plan/Thrift Plan
* Stock Options

D - Personal Insurance

* Life
* Health
* Disability
* Auto
* Home
* Other

E – Savings

* #___ of checking accounts
* #___ of passbook accounts
* #___ of credit union accounts
* #___ of Money Market accounts
* #___ of Certificates of Deposit
* #___ of other accounts

F – Investments

* #___ of IRA…SEP…KEOGH
* #___ of Mutual Funds
* #___ of Brokerage Accounts
* #___ of Stocks
* #___ of Bonds
* #___ Annuities
* #___ of Real Estate Properties
* #___ of Business Interests

ASSET / LIABILITY

(Mortgage, Notes and Credit Card Information)

Asset Description	Owed to Which Institution	Original Loan Amount & Date	Current Balance	Monthly Payment	Interest Rate	Current Market Value
1		$	$	$	%	$
2		$	$	$	%	$
3		$	$	$	%	$
4		$	$	$	%	$
5		$	$	$	%	$
6		$	$	$	%	$
7		$	$	$	%	$
8		$	$	$	%	$
9		$	$	$	%	$