

# Document Checklist

## Worksheet



In order to prepare an accurate financial planning analysis, we recommend that you bring copies of any records you may have regarding the following accounts.

	Statements/Records	Notes
<b>Protection</b>	Life Insurance Policy(ies)	
	Disability Income Insurance	
	Automobile coverage (DEC page)	
	Homeowners coverage (DEC page)	
	Long-Term Care Insurance	
	Mortgage Statement	
	Other Personal Property insurance statements	
<b>Wealth Accumulation</b>	Checking, Savings, Money Market Account and CD Statements	
	Pay Statements or Tax Returns	
	Investment / Brokerage Account Statement(s)	
	Credit Card Statements	
	Installment Loan Statements	
<b>Retirement</b>	Employer Sponsored Benefit Plan Information 401(k), 401(a), 403(b) or 457(b) Quarterly Statements and/or Annual Reports (Form 5500 Reports)	
	404a-(5) Disclosures for Plans above, as applicable. <sup>1</sup>	
	Social Security Earnings and Benefits Statements	
<b>Estate</b>	Wills and trusts	
<b>Other</b>	Business or Partnership Agreement(s)	
	Other pertinent financial information	

<sup>1</sup> Note that 404a-5 disclosures are not required to be distributed for certain types of benefit plans that are not ERISA plans, such as non-ERISA 403(b) plans or government benefit plans.

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