Document Checklist for Financial Planning

Kautz/Buckley Independent Wealth Management

Some or all of the following documents provide information that can be important as we work together to create your financial plan. The material will be treated confidentially and returned when your plan is complete or earlier if requested.

Most Recent Payroll Stub

_____ Self
_____ Spouse

Income Tax Returns- Previous 2 years

_____ Self
_____ Spouse
_____ Business

Current Financial Statements

_____ Personal Net Worth
_____ Monthly Expenses
_____ Business Balance Sheet

Financial Plan Analysis

_____ Existing Plan
_____ Existing Needs Analysis

Wills/Trusts

_____ Self
_____ Spouse

Divorce Decree/Separation

_____ Self
_____ Spouse

Insurance/Annuity Contracts Statements and in Force Illustrations

_____ Life
_____ Health
_____ Disability
_____ Group Insurance
_____ Annuities

Loan Agreements and Amortization Schedules

_____ Mortgages
_____ Other

Savings and Retirement Statements

_____ Pension Plan/Profit-Sharing
_____ Keogh/SEP
_____ 401(k) Tax Sheltered
_____ Annuity/Employee-Deferred Compensation
_____ IRA/ROTH IRA
_____ Savings
_____ Mutual Fund Accounts
_____ Brokerage Accounts

Company Benefit Statements and/or Booklets

_____ Self
_____ Spouse

Stock Options

_____ Statements
_____ Vesting Schedules

Business Documents

_____ Buy/Sell Agreements
_____ Deferred Compensation
_____ Wage Continuation
_____ Employment Agreement
_____ Group Benefits Program
_____ Other Employee Paid Benefits