



CERTIFIED FINANCIAL PLANNER BOARD OF STANDARDS, INC.

Important Financial Documents Checklist

When you meet with a financial planner, you will probably be asked to bring the following types of documents. These documents, along with the Personal Data Organizer will be used to tailor a financial plan to meet your life goals.

Retirement Planning Documents

- Recent IRA, 401(k), 403(b), TSA, Keogh statements
- Employee benefits program
- Deferred compensation and stock option agreements
- Pension and profit sharing statements

Tax Planning Documents

- Tax returns for last year
- W-2 and a recent pay stub
- Estimated taxes

Financial Documents

- Savings account statements
- Mutual fund statements
- Brokerage account statements
- Investment documents
- Loan documents
- List of stocks held outside of brokerages
- Partnership agreements

Asset Protection Documents

- Life insurance policies and statements
- Medical, homeowners and auto insurance policies and statements
- Disability, umbrella, and long term care insurance policies
- Annuity policies and statements

Estate Planning Documents

- Summary of your will, living will, durable powers of attorney and health care powers
- Living trusts