Documents Checklist

The following documents will be needed to prepare a personal plan for you. It is understood that this material will be treated confidentially and returned when the planning process is completed, or earlier if requested.

	Investment Mgmt	Core Plan
Confidential Personal & Financial Profile	√	√
Bank & Money Market Statements	√	√
Investment Statements (most recent) o Mutual Funds o Common Stocks o Bonds o Annuities	√	√
Employee Benefits Statements o 401(k), 403(b), PSP, MPPP o Company Stock / Options	√	√
Payroll Stubs or Statements	√	√
Employee Benefits Information o Available Investment Options o Vesting o Allocation Percentages o Bonus Plan		√
Insurance Statements o Life o Health o Major Medical o Disability o Long-term Care		√
Income Tax Returns for the Previous Two Years		√
Wills		√
Trust Documentation		
Business Documentation		√
Social Security Benefit Statements		√