

Financial Checkup Documents Request Form

The following is a checklist of the documents (copies) used in doing a financial checkup. The more information that we have to review reflects how in depth the analysis of your financial health. Think of it as a checkup for your finances.

<u>Documents</u>	<u>Importance</u>
Past 2 years tax returns (Personal, Corporate & Partnerships)	Recommended
Last Quarter Investment Statements (Mutual Funds, Money Managers, 529's, Etc.)	Recommended
Balance Sheet (Personal)	Recommended
Wills	Optional
Trusts (Insurance & General)	Optional
Pension Documents/401(k) (Trust, Last Valuation & Last 5500)	Optional
Census of Employees (Date of Birth, Date of Hire & Annual Compensation)	Optional
Insurance Policies	Optional
Debts (Creditor, Dollars, Term, Interest, Minimum Payment)	Optional