## FINANCIAL PLANNING CHECKLIST

Please provide the information below so we can prepare Preliminary Financial Reports before your meeting. (There is no charge for the preparation) FAX 919-800-3222 or drop the information by our office:

	1.	☐ FINANCIAL STATEMENT:	(PAGE 2)				
	2.	☐ CURRENT INCOME:	(PAGE 2)				
	3.	☐ RECENT PAYSTUB					
	4.	☐ RECENT TAX RETURN					
	5.	☐ INVESTMENT STATEMENTS					
	6.	☐ ESTATE DOCUMENTS					
PERSONAL DATA							
Name:			DOB				
Name:			DOB				
Phone Nu	mber	::ema	nil:				
GOALS							
1)							
2)							
What thing would you like to change about your current financial situation?							

## **NET WORTH STATEMENT**

(H) = HUSBAND (W) = WIFE

ASSETS	L	IABILITIES

Checking Accounts	\$ Home Mortgage Loan Year	
Savings Accounts	\$ Term Int. Rate%	
Savings Bonds	\$ Current Mortgage Balance	\$
Money Market Accounts	\$ Home Equity/2 <sup>nd</sup> Mort \$	
Certificates of Deposit	\$ Car Loans Int. Rate% \$	
IRAs (H)	\$ Credit Cards \$	
IRAs (W)	\$ Installment Loans	\$
401(k) (H)	\$ Unpaid Taxes	\$
401(k) (W)	\$ Other Loans \$	
Roth IRAs (H)	\$ TOTAL LIABILITIES	\$
Roth IRAs (W)	\$ Total Assets	\$
Pension/Profit-Sharing (H)	\$ Less Liabilities	\$
Pension/Profit-Sharing (W)	\$ <b>NET WORTH</b>	\$
Annuities	\$	
Mutual Funds (Non-Retirement)	\$ INCOME STATEMENT	
Bonds (Non-Retirement)	\$ INCOME STATEM	TENI
Stocks (Non-Retirement)	\$	
Other Securities:	\$	
	\$ INCOME	
	\$ Salary (H)	\$
	\$ Salary (W)	\$
Home	\$ Pension (H)	\$
Other Real Estate	\$ Pension (W)	\$
Automobile(s)	\$ Rental Income	\$
Personal Property	\$ Commissions (H)	\$
Life Insurance Cash Value (Non-death benefits)	\$ Commissions (W)	\$
Money loaned to others	\$ Social Security (H)	\$
Business/Partnership	\$ Social Security (W)	\$
Other Assets:	\$ Other Income	\$
	Sources:	
	\$	\$
	\$	\$
TOTAL ASSETS	\$ TOTAL INCOME	\$

TOTAL LIFE INSURANCE		
DEATH BENEFITS:	HUSBAND:	WIFE:

## CONFIDENTIAL LIVING EXPENSES (ONLY IF RETIRED/ING)

Charitable Contributions  Medical Expenses  Non-Reimbursed Employee Exp.  Personal Property Tax  Real Estate Tax  \$ \$ \$  Tax Preparation  Ret. Plan Contributions (H)  Ret. Plan Contributions (W)  LIVING EXPENSES  Auto Maintenance  Cable TV/Internet  Clothing  Dining Out  Domestic Help  Pry Cleaners  Dues  Entertainment  Food and Groceries  Gasoline  Gifts/Birthdays  Home Maintenance  Household Expenses  Miscellaneous  Subscriptions  Telephone  Vacation  Yard Maintenance  S  Non-Reimbursed Employee Exp.  \$ \$  \$ \$  Entertainment  \$ \$  \$ \$  Gasoline  \$ \$  Gifts/Burthdays  \$ \$  Home Maintenance  \$ \$  Miscellaneous  \$ \$  Subscriptions  Telephone  \$ \$  Vacation  \$ \$  Yard Maintenance  \$ \$  INSURANCE PAYMENTS  Auto Insurance  \$ \$  Subscribt Insurance  \$ \$  Insurance  Insurance	
Non-Reimbursed Employee Exp. \$ \$ Personal Property Tax \$ \$ \$ Real Estate Tax \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Personal Property Tax Real Estate Tax Tax Preparation Ret. Plan Contributions (H) Ret. Plan Contributions (W)  LIVING EXPENSES  Auto Maintenance \$ Cable TV/Internet \$ Clothing \$ Dining Out \$ Domestic Help \$ Dry Cleaners \$ Dues \$ Entertainment \$ Food and Groceries \$ Gasoline \$ Gifts/Birthdays Home Maintenance \$ Household Expenses \$ Miscellaneous \$ Subscriptions Telephone \$ Utilities \$ Vacation Yard Maintenance \$ \$ \$ INSURANCE PAYMENTS Auto Insurance \$ \$ \$	
Real Estate Tax \$ \$ \$ \$ Ret. Plan Contributions (H) \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Tax Preparation \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Ret. Plan Contributions (H) \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Ret. Plan Contributions (W) \$ \$  LIVING EXPENSES  Auto Maintenance \$ \$ \$ \$ \$ Cable TV/Internet \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Auto Maintenance \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Auto Maintenance  Cable TV/Internet  Clothing  Dining Out  Domestic Help  S  Dry Cleaners  S  Entertainment  Food and Groceries  Gasoline  Gifts/Birthdays  Home Maintenance  Household Expenses  Miscellaneous  Subscriptions  Telephone  Utilities  Yard Maintenance  S  S  S  S  S  S  S  S  S  S  S  S  S	
Cable TV/Internet Clothing Signature Clothing Signature Clothing Signature S	
Clothing \$ \$ \$ \$ \$ \$ \$ Dining Out \$ \$ \$ \$ \$ \$ \$ \$ Domestic Help \$ \$ \$ \$ \$ \$ \$ \$ Dry Cleaners \$ \$ \$ \$ \$ \$ \$ \$ Dues \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Dining Out Domestic Help S Dry Cleaners S S Dues S Entertainment S Food and Groceries S Gasoline S Gifts/Birthdays Home Maintenance S Household Expenses Miscellaneous S Subscriptions Telephone S Utilities S Vacation Yard Maintenance S INSURANCE PAYMENTS Auto Insurance S S S S S S S S S S S S S S S S S S S	
Domestic Help Dry Cleaners S S S Dues S Entertainment S Food and Groceries Gasoline S Gifts/Birthdays Home Maintenance Household Expenses Miscellaneous S Subscriptions Telephone S Utilities Vacation Yard Maintenance S S S S S S S S S S S S S S S S S S S	
Dry Cleaners \$ \$ \$ Dues \$ \$ \$ Entertainment \$ \$ \$ Food and Groceries \$ \$ Gasoline \$ \$ Home Maintenance \$ \$ Household Expenses \$ \$ Miscellaneous \$ \$ Subscriptions \$ \$ Telephone \$ \$ Utilities \$ \$ Vacation \$ \$ Yard Maintenance \$ \$  INSURANCE PAYMENTS Auto Insurance \$ \$	
Dues \$ \$ \$ \$ \$ Entertainment \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Entertainment \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Food and Groceries \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Gasoline \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Gifts/Birthdays \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Home Maintenance \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Household Expenses \$ \$  Miscellaneous \$ \$  Subscriptions \$ \$  Telephone \$ \$  Utilities \$ \$  Vacation \$ \$  Yard Maintenance \$ \$  INSURANCE PAYMENTS  Auto Insurance \$ \$	
Miscellaneous \$ \$ Subscriptions \$ \$ Telephone \$ \$ Utilities \$ \$ Vacation \$ \$ Yard Maintenance \$ \$  INSURANCE PAYMENTS Auto Insurance \$ \$	
Subscriptions         \$         \$           Telephone         \$         \$           Utilities         \$         \$           Vacation         \$         \$           Yard Maintenance         \$         \$           Insurance Payments         \$         \$           Auto Insurance         \$         \$	
Telephone \$ \$ Utilities \$ \$ Vacation \$ \$ Yard Maintenance \$ \$  INSURANCE PAYMENTS Auto Insurance \$ \$	
Utilities \$ \$ \$ Vacation \$ \$ \$ Yard Maintenance \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Vacation \$ \$ Yard Maintenance \$ \$ INSURANCE PAYMENTS Auto Insurance \$ \$	
Yard Maintenance \$ \$  INSURANCE PAYMENTS  Auto Insurance \$ \$	
INSURANCE PAYMENTS Auto Insurance \$ \$	
Auto Insurance \$ \$	
Disability Insurance \$ \$	
Homeowners Insurance \$ \$	
Life Insurance \$ \$	
Long-Term Care Insurance \$ \$	
Medical Insurance \$ \$	
Umbrella Insurance \$ \$	
DEBT SERVICE	
Mortgage Payment (Principal & Interest Only) \$ \$	
Other/Home Equity (Principal & Interest) \$ \$	
Auto Loan (Principal & Interest) \$ \$	
TOTALS \$	