Document Checklist

Bank Statements

* Checking
* Savings
* CDs

Brokerage Account Statements

* Stocks and bonds
* Mutual funds

Retirement Plan Statements

* 401(k)
* 403(b)
* 457
* IRA/Roth
* SEP/Simple-IRA
* 412i

Legal Documents

* Wills
* Settlement agreements
* Pre or post nuptial agreements
* Divorce settlements {alimony and child support}
* Employment Contracts
* Trust documents
* Business agreements
* Prepaid legal fees
* Deeds
* Powers of Attorney

Insurance Policies

* Life
* Homeowner
* Health
* Long Term Care
* Auto
* Disability
* Umbrella/Excess Liability
* Professional Liability

Employee Benefit Statements

* Group term life insurance coverage
* Group disability insurance coverage
* Projected pension benefit
* Legal fees (adoption, will/trust preparation, home mortgage closing, etc.)
* Stock Option Plan
* Sec 125 (Cafeteria, MSA)

Pay Stubs

* Self
* Spouse

Federal and State Income Tax Returns

* Personal
* Business

Gift Tax Return

Prior Financial Planning Document