



Retirement Documents Checklist:

Please bring the following documents with you to your first appointment. We will review with you during your first appointment.

Checklist of Needed Documents:

Personal Files

- Latest Income Tax Returns
- Social Security Statements
- Wills
- Trust Agreements
- Other _____

Employer

- Payroll or Other Income Statements
- Employee Benefits Booklets
- Retirement Savings Plans (401k, 403B, Def Comp, etc.)
- Pension Plan Calculation Worksheet
- Other _____

Broker or Mutual Fund,
Bond or Stock

- Latest Monthly Statements
- Certificates Stock or Bond
- Other _____

Insurance Company

- Life Insurance Statements
- Annuity Account Statements
- Disability Income Insurance Policy Information
- Long-Term Care Policy Information
- Other _____

Business

- Buy-Sell Agreements
- Deferred Compensation Agreements
- Stock/Option/Bonus Plans
- Other _____

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