Nicolette Financial
comprehensive financial planning

Document Checklist

Income & Taxes (most recent documents)

- [ ] Federal and State Returns (including schedules)
- [ ] Pay Stub(s)
- [ ] Gift Tax Return

Legal Documents

- [ ] Estate Documents (e.g., Wills, Trusts, POA, etc.)
- [ ] Separation/Divorce Decree
- [ ] Pre- & Post-Nuptial Agreements
- [ ] Partnership Agreements
- [ ] Articles of Incorporation

Savings & Investments (most recent statements)

- [ ] Bank (including CD's)
- [ ] Brokerage, Investment, Mutual Funds
- [ ] Retirement (e.g., 401(k), 403(b), IRA)
- [ ] Annuity
- [ ] Pension Plan
- [ ] Stock Options, ESPP, Restricted Stock Grant Documents
- [ ] Education Funding Accounts (e.g., 529 Plan, UTMA)
- [ ] Cost Basis for Investment Purchases

Insurance Policies & Statements

- [ ] Life
- [ ] Health
- [ ] Disability
- [ ] Long-term Care
- [ ] Personal Excess Umbrella Liability

Liabilities (recent statements & loan agreements)

- [ ] Mortgage
- [ ] Home Equity Loan or Line of Credit
- [ ] Other loans

Miscellaneous

- [ ] Cash Flow Worksheets
- [ ] Social Security Benefits Statements
- [ ] Employee Benefits Plan Information
- [ ] Two Forms of Identifications Per Client