Recommended Documents for Retirement Plan

WE NEED THE REQUIRED DOCUMENTS ON THE NEXT PAGES BY YOUR FIRST APPOINTMENT, BUT NO LATER THAN FOUR DAYS PRIOR TO YOUR SECOND APPOINTMENT

1. Asset Statements
   - Brokerage Accounts (need last year's "end of year" statements and this year's most current "end of quarter" statements)
   - Mutual Funds
   - Savings
   - Checking
   - Annuity
   - IRA
   - 401K
   - 403B
   - 457
   - Pension
   - Other

   Make sure to bring in the most recent "actual" monthly or quarterly statements showing the "ticker symbols" of each security owned. Please do not bring a screen shot from the internet or a list you have created.

2. Income Statements
   - Salary
   - Social Security Income
   - Pension Income
   - IRA Income
   - 1099 Income
   - Annuity Income
   - Disability Income
   - Real Estate Income
   - Portfolio Income
   - Other Income

3. Recent Tax Return
    - Last Year Only If Normal

4. Copy of your valid Driver's License

5. Pension Statements – if you haven't retired yet, get an estimation of what your annual or monthly pension benefits will be from your employer or pension administrator

6. Social Security Statements and/or Estimations – if you haven't started receiving your Social Security benefits yet, bring in your latest Social Security statement or go online to SSA.GOV and print out your projected benefits (for each spouse)

7. Real Estate Owned
    - Residence – Value, loan amount, interest rate, principal and interest payment, real estate taxes and insurance
    - Second home – Value, loan amount, interest rate, principal and interest payment, real estate taxes and insurance
    - Investment Properties – Value, loan amount, interest rate, principal and interest payment, real estate taxes, insurance, other expenses and rental income
    - Need loan amount and approximate value

8. Consumer Debts
    - Credit Card Balances
    - Car Loans
    - Home Equity Lines of Credit
    - Personal Loans
    - Other Loans

9. Budget