**Let’s create your financial plan!**

# **Step 1: Family Profile**

Please list any family members that you want to be included in the financial plan. Please add a co-client if applicable, as well as any children, grandchildren, etc:

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Relationship | Date of Birth | Residence State |
|  | Client |  |  |
|  | Co-Client |  |  |
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**Additional Notes**

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# **Step 2: Household Income**

Please input any income information. This includes but is not limited to salary, self-employment income, Social Security, pensions, annuities, etc:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Income Description | AnnualAmount | AnnualIncrease | Starts | Ends |
| Client’s Salary |  |  | Now | Retirement |
| Co-Client’s Salary |  |  |  |  |
| Client’s Social Security |  |  |  |  |
| Co-Client’s Social Security |  |  |  |  |
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**Additional Notes**

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# **Step 3: Annual Savings**

Please include your current and planned savings, such as contributions to a 401(k), taxable account, IRA, HSA, 529, etc:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Savings Description | Annual Contribution | Employer Match % | Employer Match up to % | Employer Flat Match % |
| Client’s 401(k) / 403(b) |  |  |  |  |
| Co-Client’s 401(k) / 403(b) |  |  |  |  |
| Taxable |  |  |  |  |
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**Additional Notes**

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# **Step 4: Net Worth**

Please list any current balances such as bank and investment accounts including checking, savings, taxable, 401(k)/403(b)/457(b) IRAs, etc:

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| --- | --- | --- |
| Account Description | Account Types | Balance |
| Client’s employer retirement plan | 401(k)/403(b)/457(b) |  |
| Co-Client’s employer retirement plan | 401(k)/403(b)/457(b) |  |
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| Estimated asset allocation: \_\_\_\_\_% in equity, \_\_\_\_% in bonds, and \_\_\_% in cash |

List any debt information on credit cards, mortgages, home equity loans, student loans, and other loans:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Debt Name | Original Loan Amount | Interest Rate | Loan Term | Monthly Payment | Balance |
|  |  |  |  |  |  |
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If you have any stock plans, please enter the details of the stock plans to the best of your knowledge. The different grant types include ISO, NQO, RS, and RSU. This information can be found on a stock plan agreement and entered below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Stock Private/Ticker | Current Price | Grant Date | Grant Types / Number of Shares | Strike Price | Vesting Schedule |
|  |  |  |  |  |  |
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If you own any real estate property such as a primary home, vacation home, or investment property, please provide the details below. Also, this is where you would input if you are currently renting:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Property Name | Purchase Year | Purchase Price | Current Value | Annual Property Tax | Annual Insurance |
| Primary Home |  |  |  |  |  |
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Please include insurance policies such as life insurance, disability insurance, long-term care, etc:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Policy Description | Insured | BenefitAmount | Annual Premium | Cash Value |
|  |  |  |  |  |
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**Additional Notes**

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**Step 5: Expenses**

Please provide average living expenses as well as other expenses including medical, alimony, etc. Living expenses should reflect your average monthly expenses prior to retirement, exclusive of any other expenses you have entered such as mortgages, debts, or, insurance payments.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Expense Description | Monthly Amount | AnnualIncrease | Starts | Ends |
| Monthly living expense before retirement |  |  | Now | Retirement |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Expense | Monthly Amount | Expense | Monthly Amount |
| Auto and Transport | $ | Bill and Utilities | $ |
| Business | $ | Charitable Giving | $ |
| Dining Out | $ | Education | $ |
| Entertainment | $ | Fees and Charges | $ |
| Gift | $ | Groceries | $ |
| Health and Fitness | $ | Kids | $ |
| Misc | $ | Shopping | $ |
| Travel | $ | Uncategorized | $ |

 **Additional Notes**

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**Step 6: Financial Goals**

When would you like to retire? Please list any financial goals such as vacations, funding education, future property purchases, weddings, car purchases, etc.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Goal Description | AnnualAmount | Starts | Ends | Frequency\* |
| Client’s retirement age | ------------ |  | ------------ | ------------ |
| Co client’s retirement age | ------------ |  | ------------ | ------------ |
| Annual retirement expense |  | Retirement | ------------ | Every year |
|  |  |  |  |  |
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**Additional Notes**

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