KINGSBRIDGE
ADVISORS, LLC

Financial Planning Documents Checklist

The following documents provide information that will be important as we work to create your financial plan. This material will be treated confidentially. We request that you provide copies of the necessary documents for both you and your spouse. If you are unable to make copies, we would be happy to make copies and return the originals to you via overnight mail.

Income

Salary & Incentive Compensation (Cash)

Most Recent Payroll Stubs

Other Income

Liabilities & Expenses

Mortgages and other loans statements

Expense worksheet (see attached)

Insurance Statements*

Life

Medical

Disability

Property / Casualty

Long Term Care

Financial Statements

Previous Financial Plans

Income Tax Returns (previous two years)

Business Balance Sheets

Investment Account Statements*

Savings / Checking / Money Market / CD's

Mutual Fund & Brokerage Accounts

529 Plans

IRA's / 401(k) / Other Retirement Plans

Annuity Contracts

Pension Plan

Deferred Compensation / SERP

Stock Options / Restricted Stock / ESPP

Limited Partnerships

Real Estate & Investment Property

Other Assets

Employer Benefits

Benefit Statements / Booklets

Employment Agreement

Legal Documents

Wills

Trusts & Partnerships

* *Include beneficiary designations for life insurance, IRA's, pensions, 401(k), and other profit sharing plans.*