A.JONES
WEALTH AND ESTATE PLANNING INC.

Al Jones, CFP, CLU, ICD.D
Certified Financial Planner
Chartered Life Underwriter
Proud Member of Advocis
Member of MDRT

Financial Planning Preparation Checklist

In order to provide a meaningful analysis of your current financial situation, please have available for our next meeting. It is understood that this information is provided on a confidential basis.

Documents to include:

- ☐ **Registered Retirement Savings Plan (RRSP) Statements** – copy of most recent statements showing financial institution, account number, type of investment, contributions, and current values.
- ☐ **Investment Details** – copy of most recent statements showing financial institution, type of investments, account numbers, contributions, and current values.
- ☐ **Pension Plan** – copy of your pension plan (and/or Group RRSP) booklet and most recent pension statement showing current values or projected retirement income.
- ☐ **Tax Returns** – copy of most recent **Notice of Assessments (NOA)** from your tax returns for the past 2 years. The NOAs will show the RRSP Carry Forward amounts (for RRSP contribution room).
- ☐ **Registered Education Savings Plan (RESP) Statements** – copy of most recent statements showing financial institution, type of investment, contributions, and current values.
- ☐ **Group Benefits Booklets** – copy of most recent booklet detailing amounts of life insurance, short-term and long-term disability (LTD) income, health and dental benefits, etc. Confirm who pays for LTD, you or your employer.
- ☐ **Disability Insurance Policies and/or Critical Illness Insurance Policies** – copy of any personal disability and/or critical illness insurance policies.
- ☐ **Life Insurance Policies** – copy of any personal and/or corporate policies on your life and/or family members.
- ☐ **Wills/Power of Attorneys**– copies of most recent will(s) and power of attorney(s).
- ☐ **Income** – detailed listing of salary, commissions/fees, and bonuses for the current year.
- ☐ **Business Interests/Ownership Details** – estimated fair market value, share structure, liabilities, copy of Buy/Sell Agreement and Financial Statements, etc.
- ☐ **Mortgage Statements** – copy of most recent statements (principal residence, recreational property, investment property, etc.) showing financial institution, terms of mortgage, payment options, and current balances.
- ☐ **Liabilities** – detailed listing of any liabilities (bank loans, student loans, credit card balances, loans to family, etc.).
- ☐ **Copy of your Current Financial Plan, if available**

Your Advisors: Please provide the name, address, and telephone number for the following:

- ☐ Lawyer ____________________
- ☐ Accountant ____________________
- ☐ Insurance Agent ____________________
- ☐ Financial Advisor ____________________

Your Dreams.
Your Goals.
Your Plan.

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