

Financial Portfolio Review Documents

There are a number of documents you'll need to bring to our initial financial portfolio review. Be prepared to answer questions regarding your age, current income, hobbies, goals, philosophy on money, group affiliations, etc.

- Corporate structure (LLC, C-Corp, S-Corp, Partnership)
 - Tax Filing Status (ex. LLC filing as S-Corp)
- Business Cash Management Strategies
- Current Business Statement of Cash Flows (include the statement date)
- Current Business Loan Statements* (if any)
- Business Pro Forma Cash Flow Statement (Quarterly)
- Statement of Financial Position (Net Worth)
- Current Business Financial Ratios (if available)
 - Basic liquidity ratio
 - Debt-to-asset ratio
- Most Recent Business Valuation (if available)
- Current Benefits Offered
 - Healthcare
 - Retirement plan
 - Disability (short-term and/or long-term)
 - Life insurance
 - Etc.
- Business Acquisitions and Exit Planning Strategies
 - Proposed acquisitions (if any)
 - Valuation methods
 - Funding methods
 - ROI forecasting
 - Risk management strategies
 - Business Transition Strategy
 - Contingency plan
 - Buy/sell agreements and funding methods
- Business Insurance
 - Workers compensation insurance
 - Keyperson employee insurance (if any)
 - Business Owner Policy (BOP)
 - Property
 - Tools and equipment
 - Liability
 - Non-owner vehicle insurance

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***For loans (business and personal), please include:**

- Purpose of the loan (mortgage, equipment, structural, working capital, etc.)
- Collateralized or uncollateralized
- The loan type (conventional, SBA, etc.)
- Loan date
- Loan amount
- Term (in years)
- Interest rate
- Minimum payment amount
- Current payment amount
- Restrictions (ex. prepayment penalty)