MARQUIS WEALTH GROUP

We can't control the wind, but we can adjust the sails.

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First Meeting Checklist

So that we can complete our understanding of your financial situation, it is essential that you provide the following documents for our next meeting.

Names and Birth Date(s) for

- ☐ Children
- ☐ Dependents

Retirement Planning

- ☐ Retirement Pension Plan Statements (private and public pensions)
- ☐ Employer's Qualified Retirement Plan (401(k), 403(b) etc.)
- ☐ Statements from your Individual Retirement Accounts (IRAs)
- ☐ Statements from Non-Qualified Retirement Investments
- ☐ Social Security Benefits Statement

Investment Strategies

- ☐ Brokerage Account Statements
- ☐ Mutual Fund Statements
- ☐ Statement from Trust Companies
- ☐ Bank Statements pertaining to investments
- ☐ Stock and/or Bond Certificates
- ☐ Annuity Contract Statements

Cash Flow Planning

- ☐ Monthly budget
- ☐ Mortgage Statements
- ☐ Statements for Saving Accounts
- ☐ Statements for Checking Accounts
- ☐ Statement of Loan and/or Line of Credit
- ☐ Latest Social Security benefits statement

Strategic Partner Information

- ☐ Tax Specialist or Accountant
- ☐ Lawyer/Attorney

Educational Savings

- ☐ Statements from your 529 Plan (Qualified State Tuition Program)

Your Family's Security

- ☐ Health Insurance Policy
- ☐ Life Insurance Policy
- ☐ Umbrella coverage
- ☐ Disability Insurance Information
- ☐ Extended Care or Critical Illness Insurance Policy

Estate Planning - Personal

- ☐ A current copy of your Will
- ☐ A copy of your Power of Attorney
- ☐ A copy of Durable Power of Attorney
- ☐ Trust information
- ☐ Divorce decrees, prenuptial agreements.

Estate Planning - Business

- ☐ Buy-Sell Agreements
- ☐ Operating Agreement
- ☐ Articles of Incorporation
- ☐ SS4

Tax Planning

- ☐ Tax Returns from the previous 2 years
- ☐ Information on Holding Companies or Limited Partnerships

Reference materials to consider before meeting:

- ☐ Questions to ask your financial advisor
- ☐ Menu of services