

Robles Law, P.A.

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INFORMATION FACT SHEET FOR CLIENT INTERVIEW

Full name: _____
Home address: _____
Social Security Number: _____
Home phone: _____ Work phone: _____ Fax: _____
Cell: _____ Email: _____
Birth date: _____ Birthplace: _____
Spouse's: _____
Are you a U.S. citizen? Yes _____ No _____ Spouse? Yes _____ No _____
If U.S. citizen other than by birth, state date of citizenship: _____
Occupation: _____

Spouse Name: _____
Social Security Number: _____
Home phone: _____ Work phone: _____ Fax: _____
Cell: _____ Email: _____
Birth date: _____ Birthplace: _____
Spouse's: _____
Are you a U.S. citizen? Yes _____ No _____ Spouse? Yes _____ No _____
If U.S. citizen other than by birth, state date of citizenship: _____
Occupation: _____

If you have moved to Florida from another state, name the state and years of residence there and any other states in which you have resided: _____
Date you moved to Florida: _____

Do you have children (including stepchildren or foster children)? Yes _____ No _____

If yes, please provide the following information for each:

Name: _____ Date of Birth: _____ Age: _____
Address: _____ Phone: _____
Name: _____ Date of Birth: _____ Age: _____
Address: _____ Phone: _____
Name: _____ Date of Birth: _____ Age: _____

Address: _____ Phone: _____

Name: _____ Date of Birth: _____ Age: _____

Address: _____ Phone: _____

Do you have any grandchildren? Yes _____ No _____

Do you have any children or grandchildren who have medical conditions, special needs, or are currently on social benefits? Yes _____ No _____

Do you presently have a will? Yes _____ No _____ If so, what is the date on the will? _____

Was it signed in Florida? Yes _____ No _____ If not, where? _____

Spouse presently has a will? Yes _____ No _____ If so, what is the date on the will? _____

Was it signed in Florida? Yes _____ No _____ If not, where? _____

Are you a beneficiary, trustee (singly or jointly), or creator of a trust? Yes _____ No _____ If so, what is the date of the trust? _____

Is your spouse a beneficiary, trustee (singly or jointly), or creator of a trust? Yes _____ No _____ If so, what is the date of the trust? _____

Have you signed a prenuptial or postnuptial agreement? Yes _____ No _____ If so, what is the date of the agreement and name of the spouse involved? _____

ASSETS AND LIABILITIES

ASSETS

A. Assets: cash (dividends, etc.); savings accounts; checking accounts; money market accounts; certificates of deposit; mutual funds, corporation stocks and bonds (publicly listed); unlisted stocks and bonds; government bills, notes, and bonds; commodities; automobiles; other vehicles (airplanes, boats, motorcycles, recreational vehicles); precious metals; safe deposit contents; household goods, furniture, and appliances; china, crystal, and silver; jewelry (watches, wedding and engagement rings); furs and clothing; art works, photographs, letters, medals, collectibles, family heirlooms, artifacts, and antiques; tools and machinery; computers and electronic equipment; sports equipment (camping, hiking, cycling, skiing, fishing, etc.); hobbies; camera, video, and recording equipment; books; musical instruments; valuable livestock/animals; pets; money owed to you (personal loans, etc.); vested interest in profit sharing plan, stock options, etc.; limited partnerships; trust interest; vested interest in retirement plans, IRAs, death benefits, annuities; life insurance; miscellaneous personal property not already listed:

Item Identification/Account Number	Location (Bank Name/Address)	Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Real estate: agricultural land; boat/marina slip; cemetery plots; condominiums; cooperatives; timeshares; duplexes; houses; mobile homes; rental properties; undeveloped land; vacation homes:

NOTE: Describe real property by listing its address or location, including the street address or apartment number or acreage in a specified county. The legal description does not have to be provided. If the real property includes personal items such as farm tools or animals, include them in the description, specifically listing expensive items such as cattle or a tractor. If the items are relatively inexpensive, such as tools in a shed on otherwise vacant land, state "along with all personal property located on the property." Subtract any mortgage or other debt owing on the asset.

Property Address (including county)	Value
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL NET VALUE OF ALL ASSETS	_____

LIABILITIES

NOTE: To reach the net value of assets listed above, you should already have listed and subtracted the debt on the asset. Therefore, you should include below only those liabilities not taken into account above. Do not include regular monthly bills such as those for utilities, telephone, and credit cards, but do take into account whether you have guaranteed any obligations of someone else (even if you don't expect to have to pay).

A. Personal/Property debts (mortgages, personal loans with banks, major credit card debt, etc.) and other personal debts:

Item Description	Amount Due	Due Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL LIABILITIES		_____

NET WORTH _____

PART III

INCOME AND HEALTH ISSUES

Annual income and source of income (wages, rents, dividends, etc.): _____

Provide the same information for your spouse: _____

Describe your health (good, fair, poor) and any illnesses that you and your spouse have: _____

State the name and contact information for your physician: _____

Provide the same information for your spouse: _____

Do you/your spouse have health insurance? Yes ____ No ____ If yes, please provide the name of the company and contact information: _____

Do you/your spouse have disability insurance? Yes ____ No ____ If yes, please provide the name of the company and the value of the insurance: _____

PART IV

CONSULTANTS

Name and contact information for your attorney: _____

Spouse's, if different: _____

Name and contact information for your accountant: _____

Spouse's, if different: _____

Name and contact information for your insurance agent: _____

Spouse's, if different: _____

Name and contact information for your investment advisor (broker, banker, etc.): _____

Spouse's, if different: _____

DOCUMENTS CLIENT SHOULD BRING TO INTERVIEW

1. Prior and present Wills
2. Trust instruments in which client is settlor, trustee, or beneficiary
3. Financial statement
4. Real and personal property tax bills
5. Deeds to property
6. Mortgages
7. Life insurance policies and annuities and summary of current owner and beneficiary provisions
8. Statements relating to certificates of deposit, and money market certificates
9. Stockholder or partnership agreements
10. Pension and profit-sharing plans and summary of current benefits
11. Instruments under which client has any interest or power of appointment
12. Prenuptial, postnuptial, or separation agreements, if applicable
13. Judgments of dissolution of marriage, if applicable
14. Court orders or agreements under which client is obligated to provide support, if applicable
15. Powers of attorney
16. Living will and designation of health care surrogate