



# CLIENT QUESTIONNAIRE



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Client Name

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Advisor Name

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Date

## FAMILY & FRIENDS

\_\_\_\_\_  
Name

\_\_\_\_\_  
Spouse Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Desired Age of Retirement

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Desired Age of Retirement

\_\_\_\_\_  
How many children do you have?

\_\_\_\_\_  
Age(s) of Children

## FINANCIAL PRIORITIES

Please place a number next to your top 6 priorities from the list below:

### Client

\_\_\_ Creating Retirement Income

\_\_\_ Saving for Major Purchases

\_\_\_ Minimizing Taxes

\_\_\_ Insuring your assets

\_\_\_ Caring for Parents

\_\_\_ Planning for a Business

\_\_\_ Saving For College

\_\_\_ Managing a Budget

\_\_\_ Insuring your Life

\_\_\_ Providing a Legacy

\_\_\_ Contributing to Charity

### Spouse

\_\_\_ Creating Retirement Income

\_\_\_ Saving for Major Purchases

\_\_\_ Minimizing Taxes

\_\_\_ Insuring your assets

\_\_\_ Caring for Parents

\_\_\_ Planning for a Business

\_\_\_ Saving For College

\_\_\_ Managing a Budget

\_\_\_ Insuring your Life

\_\_\_ Providing a Legacy

\_\_\_ Contributing to Charity

## RETIREMENT ASSUMPTIONS

\_\_\_\_\_  
Current Living Expenses

\_\_\_\_\_  
Retirement Living Expenses

## MISCELLANEOUS ASSUMPTIONS

Are you expecting any large lump sum payment in the future? (e.g. Sale of Business, Inheritance, etc.)

\_\_\_\_\_  
Year

\_\_\_\_\_  
Amount

## GOALS

Retirement \$ \_\_\_\_\_

Weddings/Celebrations \$ \_\_\_\_\_

Purchase of Property \$ \_\_\_\_\_

Education \$ \_\_\_\_\_

Travel \$ \_\_\_\_\_

Home Improvements \$ \_\_\_\_\_

Miscellaneous \$ \_\_\_\_\_

Duration

Short Term/Long Term

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## NET WORTH

|                        | Joint    | Client   | Spouse   |
|------------------------|----------|----------|----------|
| Real Estate/Property   | \$ _____ | \$ _____ | \$ _____ |
| Retirement Investments | \$ _____ | \$ _____ | \$ _____ |
| Personal Investments   | \$ _____ | \$ _____ | \$ _____ |
| Other Investments      | \$ _____ | \$ _____ | \$ _____ |
| Business Interests     | \$ _____ | \$ _____ | \$ _____ |
| Total Mortgage Debt    | \$ _____ | \$ _____ | \$ _____ |
| Total Credit Card Debt | \$ _____ | \$ _____ | \$ _____ |
| All Other Debt         | \$ _____ | \$ _____ | \$ _____ |

## INCOME & SAVINGS

\_\_\_\_\_  
Salary

\_\_\_\_\_  
Spouse Salary

\_\_\_\_\_  
Other Income

\_\_\_\_\_  
Spouse Other Income

\_\_\_\_\_  
Savings (Qualified)

\_\_\_\_\_  
Savings (Qualified)

\_\_\_\_\_  
Savings (Non-Qualified)

\_\_\_\_\_  
Savings (Non-Qualified)

\_\_\_\_\_  
Social Security Benefits

\_\_\_\_\_  
Social Security Benefits

## PROTECTION

\_\_\_\_\_  
Client Death Benefit \$

\_\_\_\_\_  
Spouse Death Benefit \$

\_\_\_\_\_  
What other types of insurance policies do you have?

## ADDITIONAL REMARKS

Is there any information you would like us to know which was not covered in this questionnaire?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# VAULT CHECKLIST

## LEGAL DOCUMENTS

- Wills
- Deeds
- Revocable & Irrevocable Trusts
- Power of Attorney
- Codicils (Supplements made to a Will)
- Living Wills/Health Directives
- Prenuptial Agreements
- Buy/Sell Agreements
- Contracts

## BENEFITS

- Social Security Info
- Veteran's Administration Info
- Employment Benefits

## INSURANCE POLICIES

- (Life, LTD, Disability, Medical, Car, Property)

## BANK & INVESTMENT STATEMENTS

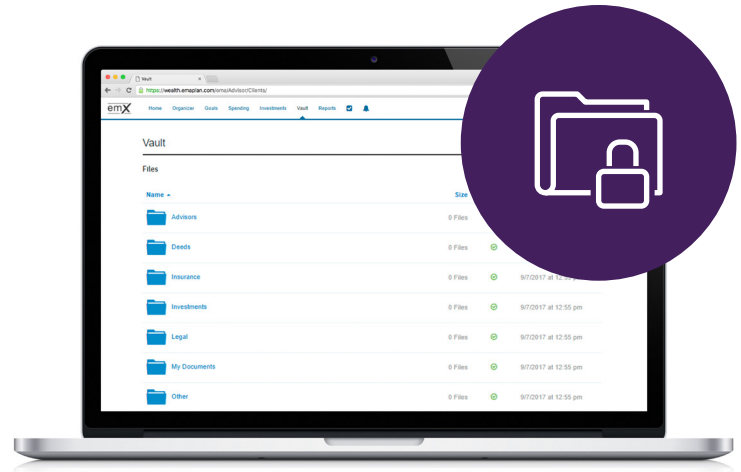
- Pensions, IRAs, Annuities, etc.
- Investment Accounts
- Stock Options/Certificates

## LIABILITIES

- List of Credit Cards with Contact Information
- Mortgages
- Loans

## TAXES

- Tax Returns
- W-2 Forms



## IDENTIFICATION

- Birth Certificates
- Drivers Licenses
- Passports
- Social Security Cards

## FAMILY

- Adoption Papers
- Medical Records
- Marriage License
- Pictures
- Audio Files
- Video Clips

## PROPERTY

- Titles to Homes, Autos, Boats, etc.
- Warranties

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## PROFESSIONAL CONTACTS

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_