Documents and Data Checklist

Client Name: ______________________________

Your Discovery Meeting Date: ______________________________

During the process of uncovering your goals, discussing your options and understanding your complete financial picture, there are a few items that we request from you. If you're able to bring the selected documents to our upcoming discovery meeting, we will be fully equipped to deliver the full value of our service.

Business Owner

- ☐ Business Evaluation
- ☐ Business Tax Return
- ☐ Business Financial Statements
- ☐ Buy / Sell Agreement
- ☐ Succession Agreement
- ☐ Business Insurance Policy
- ☐ Keyman Insurance Policy
- ☐ Property & Casualty Insurance Policy

Personal

- ☐ Budget
- ☐ Trusted Contact Information – Name, Address, Phone Number (Non-Beneficiary)
- ☐ Estimated "Liquid" Emergency Fund Balance ____________
- ☐ Social Security Statements*
- ☐ Voided Check (for ACH Withdrawal)
- ☐ Beneficiaries (Need Date of Birth & Social Security Numbers)
- ☐ Driver's License
- ☐ Most Recent Employer Check Stub
- ☐ Workplace Benefit Options
- ☐ Miscellaneous ______________________________

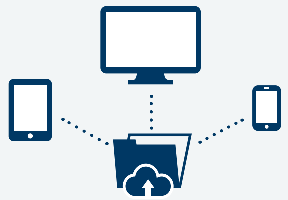
*We can obtain on website together when you are in our office

Investment/Retirement

- ☐ Pension Information
- ☐ Deferred Compensation Statements
- ☐ Deferred Compensation Plan Documents
- ☐ Stock Options Statement
- ☐ Stock Options Plan Documents
- ☐ Life Insurance Policy
- ☐ All Investment Statements (Brokerage, Annuities, IRA, ROTH, 401k, ESOP, SIRA, SEP, 403B, Trust, etc.)
- ☐ Long Term Care Policies
- ☐ Disability Policies
- ☐ Miscellaneous ______________________________

Estate & Tax

- ☐ Estate Planning Documents
- ☐ Wills
- ☐ Power of Attorney | Finance
- ☐ Power of Attorney | Healthcare
- ☐ Health Care Directive
- ☐ Trust Documents
- ☐ Tax Return
- ☐ Miscellaneous ______________________________



Clients of AEGIS Financial also have access to our online platform, for greater convenience and ease of access to their financial information.

If you have not yet accessed the platform, we recommend that you bring your phone or tablet to link your accounts.

AEGIS FINANCIAL

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