

Date: \_\_\_\_\_

# 15-Minute Personal Money Master

This comprehensive personal financial planning summary is designed to help you take inventory and assign realistic values to your personal assets and liabilities. It is the essential first step in identifying potential savings.

- |                                      |  |
|--------------------------------------|--|
| Please bring the following documents |  |
| 1. Last year's tax returns           | 3. All life insurance & annuity policies |
| 2. All brokerage firm statements     | 4. All IRA & retirement statements       |

## Personal Data

Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Employer (or former employer if retired): \_\_\_\_\_

Position: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Employer (or former employer if retired): \_\_\_\_\_

Position: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Joint Children	Age	State of Residence	E-mail Address	Number & Ages of Grandchildren
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\_\_\_\_\_

\_\_\_\_\_

Wife's Children	Age	State of Residence	E-mail Address	Number & Ages of Grandchildren
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\_\_\_\_\_

\_\_\_\_\_

Husband's Children	Age	State of Residence	E-mail Address	Number & Ages of Grandchildren
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\_\_\_\_\_

\_\_\_\_\_

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**1. Advisors**

- |   |                          |                          |
|---|--------------------------|--------------------------|
|   | Yes                      | No                       |
| 1. Do you have a financial advisor, excluding stockbrokers? If so, whom?<br>_____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you have a living trust?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Do you have a will?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Do you have an attorney?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do you have an accountant?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do you expect to care for a child or parent?                                   | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Do you expect an inheritance?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Any problems with previous stockbrokers?                                       | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Do you have long term care protection?   | <input type="checkbox"/> | <input type="checkbox"/> |

**2. Financial Planning Objectives**

"What's Important About Life to You?"

Rank the following according to your level of concern.

(Circle the most appropriate number)

	Not Concerned	Very Concerned
Planning for Children/ Grandchildren	1 2 3 4 5	6 7 8 9 10
Reducing Current Income Taxes	1 2 3 4 5	6 7 8 9 10
Increasing Current Income	1 2 3 4 5	6 7 8 9 10
Estate Planning	1 2 3 4 5	6 7 8 9 10
Desire for Professional Management	1 2 3 4 5	6 7 8 9 10
Maximum Growth	1 2 3 4 5	6 7 8 9 10
Combined Growth and income	1 2 3 4 5	6 7 8 9 10
Planning for Long Term Care	1 2 3 4 5	6 7 8 9 10

**3. Collectibles/Collections (coins, stamps, etc.)**

	Estimated Value
_____	_____
_____	_____
_____	_____
Total	_____

**4. Real Estate**

**A. Residence(s)**

- Estimated Value of Home \$ \_\_\_\_\_  
 Remaining Mortgage \$ \_\_\_\_\_  
 Equity in Home \$ \_\_\_\_\_  
 (market value less mortgage)  
 Remaining Mortgage \$ \_\_\_\_\_  
 Other Real Estate \$ \_\_\_\_\_  
 Total Value of Residence(s) \$ \_\_\_\_\_

**B. Rental Property**

- \_\_\_\_\_ \$ \_\_\_\_\_  
 (net value)  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 (net value)  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 (net value)  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 (net value)  
 Total Value \$ \_\_\_\_\_

**5. Sources of Monthly Retirement Income**

- Social Security  
 You \$ \_\_\_\_\_  
 Spouse \$ \_\_\_\_\_  
 Pension  
 You \$ \_\_\_\_\_  
 Spouse \$ \_\_\_\_\_  
 Other Income  
 You \$ \_\_\_\_\_  
 Spouse \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

**6. Business Interests**

	Name	Value
1.	_____	_____
2.	_____	_____
3.	_____	_____
	Total	_____

**7. Current Stockbrokers**

(Check any brokerage firms with whom you have an account)

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> InterSecurities | <input type="checkbox"/> Smith Barney |
| <input type="checkbox"/> Merrill Lynch   | <input type="checkbox"/> Prudential   |
| <input type="checkbox"/> A.G. Edwards    | <input type="checkbox"/> Paine Webber |
| <input type="checkbox"/> Raymond James   | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> Charles Schwab  | <input type="checkbox"/> Other _____  |

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**8. Individual Stocks, Bonds, and Brokerage Accounts (Non-Retirement Accounts)**

Number of Shares	Name of Company	Original Investment	Market Value	Ownership	Date Acquired
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
Total			\$ _____		

**9. Mutual Funds/Limited Partnerships (Non-Retirement Accounts)**

Number of Shares	Name of Company	Original Investment	Market Value	Ownership	Date Acquired
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
Total			\$ _____		

**10. Bank Accounts**

Bank	Type of Account	Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total		_____

**11. CD's**

Name of Bank	Rate of Return	Amount Invested	Current Value	Maturity Dates
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total			_____	

**12. Vehicles**

Make	Model	Year	Market Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total			_____

**13. IRA and Other Retirement Account Information**

(Bring latest reports/statements)

Name Where Account is Located (Banks, Brokers, Employers)	Type (401k, IRA, 403b, TSA)	Approximate Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
	Total	_____

**14. Present Life Insurance**

(Bring latest reports/statements)

Company	Term, VUL, Whole Life	Face Amount	Cash Value	Annual Premium	Name of Insured	Name of Beneficiary
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
		Total	_____			

**15. Annuities**

(Bring latest reports/statements)

Company	Date Purchased	Original Investment	Rate of Return	Current Value
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
			Total	_____

**16. Other**

_____	_____	_____
_____	_____	_____
	Total	_____

-----**For Office Use**-----

**17. Notes:**

Total Assets \_\_\_\_\_ A.G.I. \_\_\_\_\_ Lifestyle Income \_\_\_\_\_  
 Total Liab \_\_\_\_\_ Taxes \_\_\_\_\_ Available Dollars \_\_\_\_\_  
 Net Worth \_\_\_\_\_ SS \_\_\_\_\_ Pension \_\_\_\_\_  
 Yrs. to Retirement \_\_\_\_\_ Taxable SS \_\_\_\_\_

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