

Income, Asset and Legal Documentation

1st Person _____ 2nd Person _____

I. Documents

Please bring the following documentation to your first appointment:

1. Documents (such as statements) showing ownership of all assets, including:

- a. Bank account assets: including checking, savings, money market, certificates of deposit (CDs).
- b. Investment assets: including stocks, bonds, mutual funds, annuities, brokerage accounts, loans owed to you, partnerships, etc.
- c. Qualified retirement plan assets: including IRAs, 401(k) plans, etc.
- d. Real estate assets: including deeds, appraisals, contracts, trust deeds etc.
- e. Motor vehicle assets: Titles to cars, mobile homes, RVs and campers.
- f. Insurance policies: including life insurance and long-term care insurance.
- g. Burial Documents: including burial plan contracts and/or burial plot deeds.

2. Legal documents, including copies of:

- a. Estate planning documents such as trusts, wills, codicils and financial powers of attorney.
- b. Health care documents such as living wills, health care powers of attorney and advance directives for health care.
- c. Family legal documents such as divorce decrees, prenuptial agreements and adoption papers.

II. Monthly Income

Please list gross figures for all monthly income and specify in whose name the income is received and the amount.

Type of Income	1st Person	2nd Person	Joint
1. Social Security			
2. Employment			
3. Pension from:			
4. Pension from:			
5. IRAs, Annuities, etc.			
6. Rent			
7. Business Interests			
8. Interest and Dividends			
9. Other:			
10. Other:			

III. Assets

	Owners & Value			
	1st Person	2nd Person	1st & 2nd Joint	Joint Other
Do you have a Safe Deposit Box? If so, at what bank?				
Do you own a burial plan and/or burial plot? Is the burial plan revocable or irrevocable?				

Now, please list all other assets and their values in the appropriate columns. Include checking accounts, CDs, brokerage accounts, savings bonds, treasury bills, vehicles, etc. See separate sections for IRAs/retirement assets and annuities. List real estate and life insurance policies on the last page. If you run out of room, please feel free to call us or use the back of this form.

Financial Institution/ Type of Asset Account Information	Owners & Value			
	1st Person	2nd Person	1st & 2nd Joint	Joint Other
Example: Washington Mutual, Checking Acct. No. 2530001457			\$1,500	
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

Annuities

A. Annuitant: _____ **Owner:** _____
(if other than annuitant)

Company	Total Value	Taxable Amt	Beneficiary
1.			
2.			
3.			

B. Annuitant: _____ **Owner:** _____
(if other than annuitant)

Company	Total Value	Taxable Amt	Beneficiary
1.			
2.			
3.			

IRAs and Retirement Assets

A. Owner: _____

Company/type of asset	Total Value	Beneficiary
1.		
2.		
3.		
4.		

B. Owner: _____

Company/type of asset	Total Value	Beneficiary
1.		
2.		
3.		
4.		

IV. Real Estate

Please list all real estate that you own, including your residence, rentals, vacation rentals etc.

Type of Property, Address and County	Owners & Value			
	1st Person	2nd Person	1st & 2nd Joint	Joint Other
Example: Primary residence, 1034 SE Jackson Portland, 97210, Multnomah County			\$130,000	
1.				
2.				
3.				
4.				
5.				

V. Insurance

A. Insured: _____ **Owner:** _____
(if other than insured)

Insurance Company	Cash Value	Face Value	Beneficiary
1.			
2.			
3.			
4.			

B. Insured: _____ **Owner:** _____
(if other than insured)

Insurance Company	Cash Value	Face Value	Beneficiary
1.			
2.			
3.			
4.			