

## Income, Asset and Legal Documentation

1<sup>st</sup> Person \_\_\_\_\_ 2<sup>nd</sup> Person \_\_\_\_\_

### Required Information and Documents

#### Income & Assets

Please fill out this form or bring the following documents to show ownership and value of all assets:

- a. **Burial Documents:** Burial plan contracts and/or burial plot deeds - *page 2*
- b. **Bank Account Assets:** Checking, savings, money market accounts, and certificates of deposit (CDs) - *page 2*
- c. **Investment Assets:** Stocks, bonds, mutual funds, annuities, brokerage accounts, loans owed to you, partnerships, etc. - *page 2*
- d. **Real Estate Assets:** Deeds, appraisals, contracts, trust deeds, etc. - *page 3*
- e. **Motor Vehicle Assets:** Cars, mobile homes, RVs, and campers. - *page 3*
- f. **Qualified Retirement Plan Assets:** IRAs, 401(k) plans, PERS plans, etc. - *page 4*
- g. **Insurance Policies:** Life insurance and long-term care insurance. - *page 5*

#### Legal Documents

Please send us physical copies by mail or PDF files via a secure link for our review before your appointment.

- a. **Estate Planning Documents:** Trusts, wills, codicils, and financial powers of attorney.
- b. **Health Care Documents:** Living wills, health care powers of attorney, and advance directives for health care.
- c. **Family Legal Documents:** Prenuptial or post-nuptial agreements.

#### I. 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	1 <sup>st</sup> Person	2 <sup>nd</sup> Person	Joint
Social Security	\$	\$	
Employment	\$	\$	
Pension from: _____	\$	\$	
Pension from: _____	\$	\$	
Rental Income (paid to you)	\$	\$	
Business Income	\$	\$	\$
Other:	\$	\$	\$
Other:	\$	\$	\$

## Assets

List all assets, their values and other applicable information.

1. Do you own firearms?      Yes      No

2. Do you have a Safe Deposit Box?      Yes      No

Owner: \_\_\_\_\_ Bank: \_\_\_\_\_

Owner: \_\_\_\_\_ Bank: \_\_\_\_\_

3. Do you own a burial plan and/or burial plot?      Yes      No      *If "yes", please provide a copy.*

Owner: \_\_\_\_\_ Revocable      Irrevocable

Owner: \_\_\_\_\_ Revocable      Irrevocable

## II. Financial Assets (See section V for Retirement Accounts)

Include checking/savings accounts, CDs, brokerage accounts, savings bonds, treasury bills, etc.

#	Account Information	Value			
		1 <sup>st</sup> Person	2 <sup>nd</sup> Person	Joint	Other
1.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
2.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
3.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
4.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
5.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
6.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
7.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$
8.	Institution: _____ Type: _____ Last 4 digits of Account Number: _____	\$	\$	\$	\$

### III. Real Estate

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

#	Property Information	Market Value				Mortgage Owed
		1 <sup>st</sup> Person	2 <sup>nd</sup> Person	Joint	Other*	
1.	Type: _____ Address: _____ _____	\$	\$	\$	\$	\$
2.	Type: _____ Address: _____ _____	\$	\$	\$	\$	\$
3.	Type: _____ Address: _____ _____	\$	\$	\$	\$	\$
4.	Type: _____ Address: _____ _____	\$	\$	\$	\$	\$

### IV. Vehicles

Please list cars, trucks, motorcycles, trailers, motor homes, boats, etc.

#	Description	Market Value				Amount Owed
		1 <sup>st</sup> Person	2 <sup>nd</sup> Person	Joint	Other*	
1.	Type: _____ Make and Year: _____	\$	\$	\$	\$	\$
2.	Type: _____ Make and Year: _____	\$	\$	\$	\$	\$
3.	Type: _____ Make and Year: _____	\$	\$	\$	\$	\$
4.	Type: _____ Make and Year: _____	\$	\$	\$	\$	\$

\* - eg., fractional ownership, ownership with others.

**V. Retirement***Please include IRA, 401(k), PERS, etc.***1<sup>st</sup> Person:** \_\_\_\_\_

#	Company and Last 4 digits of Account #:	Type	Value	Beneficiary
1.			\$	
2.			\$	
3.			\$	
4.			\$	
5.			\$	

**2<sup>nd</sup> Person:** \_\_\_\_\_

#	Company and Last 4 digits of Account #:	Type	Value	Beneficiary
1.			\$	
2.			\$	
3.			\$	
4.			\$	
5.			\$	

**VI. Annuities***An annuity is a lump sum of cash invested which can produce a monthly stream of income for a fixed period or for life. Please bring a copy of your contract.***A. Owner:** \_\_\_\_\_ **Annuitant:** \_\_\_\_\_

#	Company and Last 4 digits of Account #:	Total Value	Taxable Amount	Beneficiary
1.		\$	\$	
2.		\$	\$	
3.		\$	\$	

**B. Owner:** \_\_\_\_\_ **Annuitant:** \_\_\_\_\_

#	Company and Last 4 digits of Account #:	Total Value	Taxable Amount	Beneficiary
1.		\$	\$	
2.		\$	\$	
3.		\$	\$	

**VII. Life Insurance***Please list your life insurance policies and indicate whether they are term or whole life.*

Policy Holder: \_\_\_\_\_ Insured: \_\_\_\_\_

#	Company	Cash Value	Death Benefit	Beneficiary
1.	_____ Policy #:                      Term      Whole Life	\$	\$	
2.	_____ Policy #:                      Term      Whole Life	\$	\$	
3.	_____ Policy #:                      Term      Whole Life	\$	\$	

Policy Holder: \_\_\_\_\_ Insured: \_\_\_\_\_

#	Company	Cash Value	Death Benefit	Beneficiary
1.	_____ Policy #:                      Term      Whole Life	\$	\$	
2.	_____ Policy #:                      Term      Whole Life	\$	\$	
3.	_____ Policy #:                      Term      Whole Life	\$	\$	

**VIII. Other***List anything else of value that you own, including cryptocurrency, precious metals, antiques, collections, works of art, jewelry or household items of high value.*

#	Type	Brief Description	Value
1.			\$
2.			\$
3.			\$
4.			\$
5.			\$