

# Financial Planning Questionnaire



## ***Personal Information***

Today's date: \_\_\_\_\_  
Client initials: \_\_\_\_\_  
Name on cover page: \_\_\_\_\_

### **Contact Information**

#### Individual 1

Full name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Age: \_\_\_\_\_  
Retirement Age: \_\_\_\_\_  
Social Security #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (optional)

#### Individual 2

Full name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Age: \_\_\_\_\_  
Retirement Age: \_\_\_\_\_  
Social Security #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (optional)

### **Address & Employment Information (optional)**

#### Individual 1

Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

#### Individual 2

Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ (if different)  
City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

### **Employment**

#### Individual 1

Employer: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Employment Period: \_\_\_\_\_

#### Individual 2

Employer: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Employment Period: \_\_\_\_\_

## ***Risk***

### **Risk Profile**

Investment Attitude: ☐ Very Conservative ☐ Conservative ☐ Moderate ☐ Aggressive ☐ Very Aggressive  
Investment Experience: ☐ None ☐ Very Little ☐ Moderate ☐ Significant ☐ Extensive

## Estate

Check the box if you have any of the following:	<u>Individual 1</u>	<u>Individual 2</u>
Will	<input type="checkbox"/>	<input type="checkbox"/>
Revocable Living Trust	<input type="checkbox"/>	<input type="checkbox"/>
Marital Trust Provisions	<input type="checkbox"/>	<input type="checkbox"/>
Credit Shelter Trust Provisions	<input type="checkbox"/>	<input type="checkbox"/>
Qtip Trust Provisions	<input type="checkbox"/>	<input type="checkbox"/>
Irrevocable Life Insurance Trust	<input type="checkbox"/>	<input type="checkbox"/>
Durable General Power of Attorney	<input type="checkbox"/>	<input type="checkbox"/>
Living Will	<input type="checkbox"/>	<input type="checkbox"/>
Generation Skip Trust Provisions	<input type="checkbox"/>	<input type="checkbox"/>
Joint Revocable Trust	<input type="checkbox"/>	<input type="checkbox"/>
Testamentary Trust	<input type="checkbox"/>	<input type="checkbox"/>

## Insurance

**Insurance Information** You may need to review your insurance policies in order to get this information.

	<u>Individual 1</u>	<u>Individual 2</u>
Permanent life insurance:	\$ _____	\$ _____
Term life insurance:	\$ _____	\$ _____
Cash values (less loans):	\$ _____	\$ _____
Long-term care insurance:	\$ _____	\$ _____

## Pension, Earned Income & Social Security

**Defined Pension Information** Include information on pensions that provide an annual income level (i.e.: military pension, state pension, etc.)

	<u>Individual 1</u>		<u>Individual 2</u>	
	<b>Pension 1</b>	<b>Pension 2</b>	<b>Pension 1</b>	<b>Pension 2</b>
Anticipated annual amount:	\$ _____	\$ _____	\$ _____	\$ _____
Starting age:	_____	_____	_____	_____
Increase rate before retirement:	_____ %	_____ %	_____ %	_____ %
Increase rate after retirement:	_____ %	_____ %	_____ %	_____ %
Survivor benefit (%):	_____ %	_____ %	_____ %	_____ %

  

	<u>Individual 1</u>	<u>Individual 2</u>
<b>Earned Income</b>		
Earned income now:	\$ _____	_____
<b>Social Security</b>		
Age to start benefit:	_____	_____
Annual increase rate:	_____ %	_____ %
Estimated or current annual benefit:	\$ _____	\$ _____

## Expenses

Estimate annual figures for expenses related to shelter, food, clothing, transportation, insurance, loans, etc.  
Do not include taxes.

### Annual Living Expenses (today's dollars)

Now: \$ \_\_\_\_\_  
Current Surviving Household: \$ \_\_\_\_\_  
During Retirement: \$ \_\_\_\_\_  
Single Retiree Survivor: \$ \_\_\_\_\_

### Annual inflation rates for living expenses

Before Retirement: \_\_\_\_\_ %  
Surviving Household: \_\_\_\_\_ %  
During Retirement: \_\_\_\_\_ %  
Single Retiree Survivor: \_\_\_\_\_ %

## Special Income/Expenses

**Special Income/Expense** List any other sources of income or special expenses to be paid from your capital accounts.

Description	Annual amount	Annual increase rate	Starting year	# of years
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____
_____	\$ _____	_____ %	_____	_____

## Education Funding

### Children's Education and Fund Expenses

Child's Name	Age	Age to start college	Cost per year*	# of years	Current college fund
_____	_____	_____	\$ _____	_____	\$ _____
_____	_____	_____	\$ _____	_____	\$ _____
_____	_____	_____	\$ _____	_____	\$ _____
_____	_____	_____	\$ _____	_____	\$ _____
_____	_____	_____	\$ _____	_____	\$ _____
_____	_____	_____	\$ _____	_____	\$ _____
_____	_____	_____	\$ _____	_____	\$ _____

Inflation rate to use for college planner: \_\_\_\_\_ %

Rate of return on college funds: \_\_\_\_\_ %

College fund account types (529,UGMA,Ect): \_\_\_\_\_

*\*In today's dollars*

### Assets

List capital assets including banking accounts, investment accounts, stocks, bonds, mutual funds, business interests and other financial assets.

No.	Asset name	Current value*	Annual Additions	Account description (i.e. stock, 401k, bank account, etc)	Owner
1	_____	\$ _____	\$ _____	_____	_____
2	_____	\$ _____	\$ _____	_____	_____
3	_____	\$ _____	\$ _____	_____	_____
4	_____	\$ _____	\$ _____	_____	_____
5	_____	\$ _____	\$ _____	_____	_____
6	_____	\$ _____	\$ _____	_____	_____
7	_____	\$ _____	\$ _____	_____	_____
8	_____	\$ _____	\$ _____	_____	_____
9	_____	\$ _____	\$ _____	_____	_____
10	_____	\$ _____	\$ _____	_____	_____
11	_____	\$ _____	\$ _____	_____	_____
12	_____	\$ _____	\$ _____	_____	_____
13	_____	\$ _____	\$ _____	_____	_____
14	_____	\$ _____	\$ _____	_____	_____
15	_____	\$ _____	\$ _____	_____	_____
16	_____	\$ _____	\$ _____	_____	_____
17	_____	\$ _____	\$ _____	_____	_____
18	_____	\$ _____	\$ _____	_____	_____
19	_____	\$ _____	\$ _____	_____	_____
20	_____	\$ _____	\$ _____	_____	_____
21	_____	\$ _____	\$ _____	_____	_____
22	_____	\$ _____	\$ _____	_____	_____
23	_____	\$ _____	\$ _____	_____	_____
24	_____	\$ _____	\$ _____	_____	_____
25	_____	\$ _____	\$ _____	_____	_____

### Additional Assets/Debts

Other Asset Values		Owner	Other Debts/Liabilities		Owner
Residence value:	\$ _____	_____	Residence mortgage:	\$ _____	_____
Personal property:	\$ _____	_____	Credit card balances:	\$ _____	_____
Autos:	\$ _____	_____	Autos loans:	\$ _____	_____
Boats, RVs, etc:	\$ _____	_____	Boats, RVs, etc. loans:	\$ _____	_____
Other assets:	\$ _____	_____	Other loans:	\$ _____	_____

*\*In today's dollars*

### *Rates*

**Rate of Return** Estimate annual rates of return for investment assets.

	Taxable Asset	Tax Free Assets	Tax Deferred Assets	Annuity Assets
Before Retirement:	_____ %	_____ %	_____ %	_____ %
During Retirement:	_____ %	_____ %	_____ %	_____ %
Cost Basis:	_____ %	_____ %	_____ %	_____ %

## Taxes

Estimate present and post-retirement effective income tax rates.

Effective income tax rate before retirement: \_\_\_\_\_%

Effective income tax rate after retirement: \_\_\_\_\_%

### Increase Rates of Capital Additions per Year

Money added to savings, investments, and retirement accounts increases the amounts available for retirement. In many cases, the amount you are adding now will increase in the future as your income increases. If the expected amount of deposits will increase, enter the increase rate in this section. If the additions will be level then enter zeros. Negative rates are also acceptable.

Savings & investment accounts: \_\_\_\_\_%

Retirement accounts for client: \_\_\_\_\_%

Retirement accounts for spouse: \_\_\_\_\_%

## Notes

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

## ***Risk Assessment Questionnaire – Individual 1***

**Your name** \_\_\_\_\_

1. ☐ I am more concerned about protecting my assets than about growth.
2. ☐ I prefer the ease of mutual funds to the uncertainty of trying to pick winning stocks.
3. ☐ Professional advisors and mutual funds may achieve higher growth than I can.
4. ☐ I am comfortable with investments that promise slow, long-term appreciation and growth.
5. ☐ I don't brood over bad investment decisions I have made.
6. ☐ I feel comfortable with aggressive growth investments.
7. ☐ I do not like surprises.
8. ☐ I am optimistic about my financial future.
9. ☐ My immediate concern is for income rather than growth opportunities.
10. ☐ I am a risk taker.
11. ☐ I make investment decisions comfortably and quickly.
12. ☐ I like predictability and routine in my daily life.
13. ☐ I usually pick the tried and true, the slow, safe but sure investments.
14. ☐ I need to focus my investment efforts on reserve funds and insurance rather than growth.
15. ☐ I prefer predictable, steady returns on my investments, even if the return is low.

## ***Risk Assessment Questionnaire – Individual 2***

**Your name** \_\_\_\_\_

- 5. ☐ I am more concerned about protecting my assets than about growth.
- 6. ☐ I prefer the ease of mutual funds to the uncertainty of trying to pick winning stocks.
- 7. ☐ Professional advisors and mutual funds may achieve higher growth than I can.
- 8. ☐ I am comfortable with investments that promise slow, long-term appreciation and growth.
- 16. ☐ I don't brood over bad investment decisions I have made.
- 17. ☐ I feel comfortable with aggressive growth investments.
- 18. ☐ I do not like surprises.
- 19. ☐ I am optimistic about my financial future.
- 20. ☐ My immediate concern is for income rather than growth opportunities.
- 21. ☐ I am a risk taker.
- 22. ☐ I make investment decisions comfortably and quickly.
- 23. ☐ I like predictability and routine in my daily life.
- 24. ☐ I usually pick the tried and true, the slow, safe but sure investments.
- 25. ☐ I need to focus my investment efforts on reserve funds and insurance rather than growth.
- 26. ☐ I prefer predictable, steady returns on my investments, even if the return is low.

## Budget Calculation Worksheet

[illegible]