



Summit Wealth Management

Document Checklist

Please bring the following to our Discovery Meeting:

1. End of Month/Weekly Pay Stubs
2. State & Federal Income Tax Returns for the past three years
3. Mortgage Information, to include:
 - ___ Current Mortgage Amount ___ Interest Rate
 - ___ Monthly Payment ___ Estimated Market Value
4. Most Recent Checking, Savings, & Money Market Statements
 - ___ Bring amounts, rates, and terms (CD only)
5. All Investment Account Statements, to include the following:
 - ___ Mutual Funds (Equity and Bond) ___ U.S. Savings Bonds
 - ___ Wire house accounts (i.e. TD Ameritrade, Fidelity, etc)
 - ___ Annuity Contracts and recent statements
 - ___ UTMA/ UGMAs, 529 Plans, Coverdell ESAs
6. Summary of all individual securities held by you
 - ___ Copies of Stock Certificates for Example
 - ___ List of stock options & restricted stock, to include information about qualification status, dates granted & vested, date exercised & ending balance
7. All Loan/Debt Information (statements preferred), to include:
 - ___ Name of Lender ___ Purpose of Loan ___ Balance Due
 - ___ Monthly Payment ___ Interest Rate
8. All Insurance Information for each family member, to include:
 - ___ Most recent declarations or renewal pages
 - ___ Copy of all policies, to include the following:
 - ___ Life ___ Health ___ Disability ___ Long Term Care
 - ___ Homeowner/renter ___ Auto ___ Umbrella Liability
 - ___ Error & Omissions/Malpractice ___ Other
9. Company Benefits Handbook & Statements, to include:
 - ___ Pension Plan, 403(b) & 401(k), to include the following:
 - ___ Annual summary ___ Investment plan options
 - ___ Group Insurance....Health, vision, dental, life, etc.
10. All Estate Planning Documents, to include:
 - ___ Will ___ Trust ___ Durable Powers of Attorney ___ Others
11. Property tax appraisals for all real estate

Please list the following:

12. Summary of any other assets (including appraisals) _____
13. Annual estimates for the following:
 - _____ Prescriptions _____ Medical _____ Charitable Donations
14. Estimated Large, One time expenditures in the next three years (i.e. house renovations, new car, RV, real estate, etc.)
15. Personal Expense Projection for the next 12 months _____