

**Financial Plan Questionnaire**

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| *For all areas that you are seeking financial guidance, please fill out the corresponding section questions.* | | | |
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| Who are you? | | Client 1 | Client 2 |
| First name | |  |  |
| Last name | |  |  |

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| **Retirement Planning** | | | |
|  | Client 1 | Client 2 |
| At what age would you like to retire? |  |  |
| What type of lifestyle would you like to have when you retire? That is, how much do you plan on spending per month in today's dollars? |  |  |
| Are you eligible to receive a pension? If so, how much per month? |  |  |
| And starting at what age? |  |  |
| Please list your anticipated Social Security Monthly benefit\* at age: |  |  |
| Full Retirement Age (66 or 67 depending upon DOB) |  |  |
| 70 |  |  |
| 62 |  |  |
| Do you intend to move when you retire? |  |  |
| Do you intend to work in retirement? (part time?) |  |  |
| If yes, list estimate of monthly wages |  |  |
| If yes, desired number of years working after retirement? |  |  |
| \*this information is listed on the first 3 lines of page 2 of your most recent social security statement. Please go to [www.ssa.gov/myaccount](http://www.ssa.gov/myaccount) to obtain your most recent statement. |  |  |

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| **College Planning** | | | | |
|  | Child 1 | | Child 2 | Child 3 |
| Child Name |  | |  |  |
| Child Age |  | |  |  |
| What type of annual schooling cost (in today's dollars) should we project for your children? |  | |  |  |
| (National annual college averages–In-state Public $18,278/yr, Private $39,246/yr) |  |  |  |  |
| Are you planning on paying for college as you go (during), pre-funding (before), or a combination? |  | |  |  |
| Have you begun saving for college? If yes, in what type of account? |  | |  |  |
| How much have you already saved for each child? |  | |  |  |
| How much per month are you saving for each child? |  | |  |  |
| What percent of the annual college costs would you like to pay? |  | |  |  |

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| **Home Purchase Planning** | | | |
| What type of housing are you looking to buy? (condo, single family, etc.) | | |  |
| When are you planning on moving? |  |  |  |
| What is the approximate price range of your desired home you’d like to acquire? | |  |  |
| What area are you planning on buying in? | |  |  |
| Is this your first home purchase, or how many other homes have you (two) collectively purchased? | | |  |
| **Investment Planning** | | | |

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| If you are interested in seeking investment guidance, which areas of investing are you seeking help with? | | | | | Client 1 | Client 2 |
| No load mutual funds | | | | |  |  |
| Company retirement plan (i.e. 401(k) investments | | | | |  |  |
| Index funds | | | | |  |  |
| Socially-responsible investing (SRI) | | | | |  |  |
| Real estate investing | | | | |  |  |
| Investment asset allocation recommendations | | | | |  |  |
| Non-retirement account (i.e. trust, joint accounts) mutual funds | | | | |  |  |
| Roth and/or Traditional IRA mutual fund recommendations | | | | |  |  |
| Other: | | | | |  |  |
|  | | | | | Client 1 | Client 2 |
| In regards to your long term investments, how would you characterize your  risk tolerance on a scale of 1-10 (10 being the most risk, 1 being no risk)? |  |  | |  |  |  |
| ***Rate the following (10 being most true, 1 being less true)*** | | |  | |  |  |
| I am a risk taker | | |  | |  |  |
| I make investment decisions comfortably and quickly | | | | |  |  |
| I am more concerned about protecting my assets than about growth | | | | |  |  |
| I need to focus my investment efforts on building cash reserves | | | | |  |  |
| I prefer predictable, steady return on my investments, even if the return is low | | | | |  |  |
| I feel comfortable with aggressive growth investments | | | | |  |  |

How were your current investment assets selected?

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| **Rental Property Planning** |

If you currently have a rental property(ies), please enter the following information here, or if you are considering renting out your home, do so here:

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| --- | --- | --- | --- | --- |
| Property #1 | Month |  | Property #1 | Month |
| Rent |  |  | Rent |  |
| Property taxes |  |  | Property taxes |  |
| Insurance |  |  | Insurance |  |
| Association dues (if any) |  |  | Association dues (if any) |  |
| Primary mortgage (principal & interest) |  |  | Primary mortgage (principal & interest) |  |
| HELOC or second mortgage (P&I) |  |  | HELOC or second mortgage (P&I) |  |
|  |  |  |  |  |
| Original purchase price |  |  | Original purchase price |  |

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| **Life Insurance** |

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| Policy Owner | Name of insurance company or if obtained through your employer- write “employer” | Coverage Amount | Beneficiary | Cost/Year | Term, or whole, | Cash Value (if whole) |
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|  | Yes | No |
| I think I have sufficient assets/life insurance to provide for surviving family |  |  |
| I think the life insurance policy (policies) I/we own are cost efficient for my needs |  |  |
| I feel that I was sold a policy that I am not certain is right for me/us |  |  |
| I consider life insurance an investment for retirement |  |  |
| I consider life insurance necessary until my investments are sufficient to provide for my family |  |  |
| I consider life insurance necessary to increase my estate; larger inheritance to children |  |  |
| Client 1 - Have you ever been turned down for life insurance? |  |  |
| Client 2 - Have you ever been turned down for life insurance? |  |  |

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| **Emergency fund and debt planning** | | | |
|  | Client 1 | | Client 2 |
| Do you have an emergency fund? |  |  | |
| If so, do you feel it is adequately funded? |  |  | |
| Are you seeking assistance in creating a plan to build an emergency fund over time? |  |  | |
| Are you actively paying extra monthly amounts towards any of your debts? |  |  | |
| Are you looking for a debt evaluation and creation of a debt reduction strategy? |  |  | |
|  |  | |  |
| **Cash flow planning** | | | |
|  | Client 1 | Client 2 | | |
| Do you currently track your spending? |  |  | |
| If so, how (Mint, Quicken, spreadsheet, etc.)? |  |  | |
| How often do you create a spending and savings budget? |  |  | |
| If being on track to meet your long term goals meant saving more and the need to cut back on your lifestyle, what percentage of your current monthly expenses do you feel you would be willing to reduce? |  | | |
| Do you feel like you are living pay check to pay check? |  |  | |
| What is your expected bonuses/commissions in the next 12 months? |  |  | |
| If you receive variable pay in the form of bonuses or commissions, how many times per year do you receive them? |  |  | |

What do you value spending money on the most?

Do you anticipate any major changes to your income over the next 1-3 years (i.e. move from 2 income household to 1 income, change in employment)? If so, please describe:

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| **Tax planning** | | | | |
|  | Client 1 | Client 2 |
| Do you prepare your own annual tax returns? |  |  |
| Are you seeking to reduce your current taxes? |  |  |
| Do you want us to work/coordinate with your tax professional (if applicable)? |  |  |
| If so, please list accountant's name and contact information |  |  |
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| **Estate planning** | | | |
| Do you have these types of estate planning documents? | Yes/No | Date of Origin | Drafted in which state? |
| Wills |  |  |  |
| Trusts |  |  |  |
| Power of Attorney |  |  |  |
| Living Will |  |  |  |

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| **Business planning** | | |
|  | | Client 1 | Client 2 |
| Are you wanting to establish a new business within the next five years? | |  |  |
| If you currently own a business, what areas of your business are you seeking advice in? | |  |  |
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| **Major purchase planning** | | | | | |
| Are there major purchases do you plan on making in the next 5 years? If so, please indicate: | | |
| Type (car, remodel, boat, etc.) | Anticipated Cost | Timeframe of purchase | |
|  |  |  | |
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| **Financial questions** | | | | | | |

What are your major financial questions that you would like addressed/answered in a financial plan?

**Major purchase p**

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| **Anything we missed?** |

Feel free to use this free form space to write down any information that you’d like us to know about your current financial situation.

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| **Additional Document Checklist** |

Please bring the following documents with you to the initial assessment meeting (if applicable):

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| **If you are seeking investment advice, we will need the following documents** | | | |
| Retirement plan statement(s) | |  |  |
| 401(k), 403(b), or 457(b) list of investment fund choices | | |  |
| Brokerage and/or mutual fund account statement(s) | | |  |
| **If you are seeking detailed debt analysis, we will need the following documents** | | | |
| Recent auto loan statement(s) |  |  |  |
| Credit card statement(s) |  |  |  |
| Mortgage statement(s) |  |  |  |
| Student loan statement(s) |  |  |  |
| **If you are seeking detailed cash flow analysis, we will need the following document** | | | |
| Mindful Money Spending Worksheet | |  |  |

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