Johnson & Gilliss
Wealth Management Group

Document Checklist

We will need the following documents for review and analysis:

PERSONAL DOCUMENTS

____*Will - Husband*
___ *Will - Wife*
___ *Trust Documents (as Grantor or Beneficiary)*
___ *Personal Financial Statement*
___ *Monthly or Quarterly Investment Reports or Statements*
___ *Investment Listing*
___ *Life Insurance Policies & current statement of values, if available*
___ *Disability Insurance Policies & current statement, if available*
___ *Accident & Health Insurance Policies*
___ *Form 1040 Income Tax Returns (current year), including Form K-1*
___ *Form 709 Gift Tax Return*
___ *Current Pay Stub*
___ *Property or Investment Agreements*
___ *Property Settlement Agreements*
___ *Pre / Post Nuptial Agreements*
___ *Retirement Plan Statement / Investment List*
___ *Other*

BUSINESS DOCUMENTS

___ *Balance Sheets*
___ *Profit and Loss Statement*
___ *Group Benefits Booklet*
___ *Retirement Plan Booklet / Document*
___ *Employee Census*
___ *Schedule of Additional Employee Benefits*
___ *Deferred Compensation Agreements*
___ *Employment Agreements*
___ *Business Continuation Agreements (Buy/Sell)*
___ *Corporate Minutes*
___ *Form 1120 Corporate Income Tax Returns (1 years)*
___ *Other Entity Income Tax Returns (13 years)*
___ *Business Life Insurance Policies, with Most Current Statement*
___ *Business Disability Insurance Policies with Most Current Statement*
___ *Any Business Valuation Appraisals*
___ *Other*________________________________