YOUR FIRST MEETING CHECKLIST

The initial meeting is a great opportunity for your advisor to get to know you. It's also a great opportunity for you to get to know your advisor. Here are some helpful questions and guidelines to help make sure you both make the most of it.

WHAT TO ASK

- How long have you been working as an advisor?
- What are your educational and professional certification qualifications?
- Do you have any areas of focus or specialties?
- Have you worked with other investors with similar situations to mine?
- Will you work with other professionals assisting me, such as my accountant and lawyer?
- How often and by what means will you communicate with me?
- How will I be able to monitor my plan and track investment performance?
- What happens if changes in my life warrant updates to my plan?
- How are you compensated for your services?

WHAT TO BRING

☐	Statements from pensions or other employer-benefit income
☐	Social Security statement(s) or check stub(s)
☐	Two most recent federal income tax returns
☐	Statements from bank accounts (summary pages)
☐	Statements from investment/brokerage accounts
☐	Statements from retirement accounts and employer-sponsored benefit programs (401(k), 403(b), 457, etc.)

☐	Statements from annuities
☐	Outstanding balances of loans (mortgage, auto, credit card, business, equity line, etc.)
☐	Estate planning documents (will, power of attorney, trust, etc.)
☐	Life and disability insurance policies
☐	Long-term care insurance policies
☐	Contact information of your CPA and attorneys or other financial professionals (tax and estate) if applicable

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