

## Financial Assets, Liabilities and Properties Checklist

### Financial Information

*Include Acct. Names, Numbers, Balances & Statements*

- Individual & Business Tax Returns (3-5 years)
- W-2 Statements (3-5 years)
- Recent Employment Paystubs (3)
- Monthly Bank Statements, including Checking, Savings and Credit Accounts (Individual & Joint)
- Monthly Investment Account Statements (1-3 years)
- Monthly or Annual Account Statements for Annuities, 529s, CDs, etc. (1-3 years)
- Social Security Statements or Disability Insurance Statements (if applicable, 1-3 years)

Other: \_\_\_\_\_

*Notes & Misc.*

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### Retirement Savings Information

*Include Beneficiaries, Acct. Statements & Balances, & Outstanding Loans*

- Annual or Monthly IRA Statements (1-3 years)
- Annual or Monthly Pension Statements (1-3 years)
- 401(k) and/or 403(b) Statements (1-3 years)
- SERPs, SEPs, Keoughs, etc. Statements (1-3 years)

Other: \_\_\_\_\_

*Notes & Misc.*

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**Property Information**

*Include Property Address, Description, Mortgage Information and Outstanding Loan Balance, Market Value, & Recent Tax Assessment*

- Primary residence
- Secondary residence (vacation home or time share)
- Rental properties (include rental income, if applicable)
- Premarital property (both parties)
- Business property & ownership percentage
- Valuable personal property (jewelry, antiques, art, collectibles, etc.)
- Vehicles
- Interest in trusts (current or future)
- Inheritance (past, present, or future)
- Gifts (money, property, etc.)
- Contents of Safety Deposit Boxes

Other: \_\_\_\_\_

*Notes & Misc.*

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**Legal Agreements or Contracts**

- Pre- or postnuptial agreement(s)
- Divorce Judgments, or child or spousal support agreements, or custody orders from previous marriages
- Wills or living wills
- Advanced healthcare directives (aka proxy)
- Powers of Attorney
- Business partnership agreements or records

Other: \_\_\_\_\_

*Notes & Misc.*

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### Bills & Outstanding Debt

*Include statements, balances, source of payments & funds*

- Credit card statements (individual & joint, 1-3 years)
- Loan documents (student, business, property, 1-3 years)
- Tuition payments (personal or children)
- Vehicle leases
- IRS tax liens or debts
- Utility bills (1-3 months)
- Child or spousal support arrears from previous marriage
- Outstanding medical bills or expenses
- Statement of Net Worth

Other: \_\_\_\_\_

*Notes & Misc.*

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### Child Related Expenses

- Number and ages of children
- Health insurance coverage
- Medical expenses
- Education (general expenses/tuition, savings accounts, etc.)
- Gifts or transfers to minors (UGMA/UTMA)
- Special needs (education plan, medical needs, associated costs, or other)

Other: \_\_\_\_\_

*Notes & Misc.*

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# Insurance Information and Documents

*Please include monthly or annual statements if available*

## Health Insurance

*Carrier name, policy & group numbers, persons covered*

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## Life Insurances

*Carrier name, policy number, face amount, cash value, insured & beneficiaries*

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## Auto Insurance

*Carrier name, policy number, vehicles covered, insured, & term period*

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## Homeowner's Insurance

*Carrier name, policy number, & residence covered*

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**Long Term Care Insurance**

*Carrier name, policy number, insured*

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**Disability Insurance**

*Carrier name, policy number, insured*

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**Other (Please Specify)**

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Upon completion, please return this form to my main office by email or fax at [bdp@perskinlaw.com](mailto:bdp@perskinlaw.com) or (718) 509-1378. You may also mail it to: **44 Court Street, Suite 1210, Brooklyn, NY 11201.**