**A.M. Financial**
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# Required Document List

Below is a list of documents that are required to get started from you and your spouse for financial neutral and financial advocate services.  Remember, the services provided are only as complete as the information is available.  Please upload copies of these documents to your secured online DropBox folders. Additional documents and information maybe requested depending on your case.

## Income and Tax Returns

- ☐ Payroll Stubs (3 most recent)
- ☐ Tax Returns (last 3 years)
- ☐ W-2s and 1099s (last 3 years)
- ☐ Partnership/Corporate Tax Returns (last 3 years)
- ☐ Any Amended Tax Returns

## Checking and Saving Accounts

- ☐ Checking Account Statements (6 most recent)
- ☐ Savings Account Statements (6 most recent)
- ☐ Business Account Statements (6 most recent)

## Investments and Other Assets

- ☐ Employer Retirement Plans (Profit Sharing, 401(k), 403(b), Simple IRA, 457 & Non-Qualified Deferred Compensation Plans, etc)
    - ☐ Statements including current vesting information (3 most recent)
    - ☐ Summary Plan Description
    - ☐ Pensions
        - ☐ Benefit Estimates (at various ages)
    - ☐ Benefits Booklet
- ☐ IRA, Roth IRA, Keogh, SEP IRA Statements (3 most recent)
- ☐ Stock Options
    - ☐ Benefits Booklet
    - ☐ Statements (3 most recent)
- ☐ Life Insurance Policies (Work and Personal Policies)
    - ☐ Current Statement

- Investment Statements, such as mutual funds, stocks and bonds, brokerage and investment accounts, annuities, money markets, etc. (6 most recent)
- Other Investments, such as Venmo or Paypal balances or Bitcoin information
- Real Estate Information (for each property, residence, vacation home or rental)
    - Date of Purchase
    - Purchase Price
    - Current Mortgage Statement
    - Copy of Title
- Investment/Rental Property
    - Dates property was rented to tenet
    - Dates property was lived in by owner (if any)
- Children’s Bank, Savings, College Savings, Insurance and Investment Statements (3 most recent)

**Debt**

- Mortgage Loans
    - Current Mortgage Amount (including as of date)
    - Type of Loan (Fixed, ARM and terms)
    - Interest Rate and Term Information
    - Monthly Breakdown of Principal, Interest, Taxes and Insurance amounts
    - Second Mortgage/HELOC Information (same as above)
- Credit Card Statements (6 most recent)
- Student Loan Statements
- Personal Loan Statements (6 most recent)
- Business Loan Statements (6 most recent)

**Other Items**

- Completed Personal Property Spreadsheet (provided)
    - Kelly Blue Book Values for Vehicles
- Completed Current/Future Budget (provided)
- Copy of current Social Security Statement