## **Household Information**

PERSON A	First Name	Last Name		☐ Male ☐ Female	Date of Birth	☐ Married
PERSON B	First Name	Last Name		☐ Male ☐ Female	Date of Birth	
ADDRESS						
	Street					
	City		State	<u></u> Zip		
	Home Phone	Work Phone	Email Address			
Social S	Security					

☐ Yes

□ No

# Dependents and Education Needs

Include Social Security Benefits in the Analysis?

Name	Date of Birth	School Name	Annual Cost Today	Years in School	% Financial Aid

# **Determining Your Financial Goals**

Select which goals are important to you and your financial future:

**Choose Modules** 

☐ Goals and Dreams  Your client's goals and dreams: short-term, mid-term, and long-term.
☐ Cash Flow Includes Income, Expenses, Debts, and Emergency Fund and will calculate monthly discretionary income.

Proper Protection
☐ Survivor Needs Goal What is the effect of a premature death on the family? Examine the immediate cash needs and funds needed to assure their lifestyle expenses.
☐ Long Term Care Needs Goal  What impact does a long-term care need have on retirement lifestyle?  How much does a nursing home stay cost?
☐ Disability Income Needs Goal  If disabled, what is the effect on the family's lifestyle?  Examine the impact of disability and ways to replace lost income.
Asset Accumulation
☐ Monthly Savings Goal for Retirement  Explore how retirement income sources fulfill retirement income goals.  How much additional savings is needed and when will the money run out?
☐ Monthly Savings Goal for Education  What are the estimated costs of a college education?  Examine the costs and possible ways to fund this important goal.

# Your Client's Goals and Dreams

Put a check-mark by any applicable Short-term, Mid-term, and Long-term goals your client may have. You may also enter any goals not shown under the "Custom" entry field.

Short-term Goals		
☐ Make a major purchase (car, furniture, boat, family vacation)	☐ Build retirement wealth	☐ Buy a new home
$oldsymbol{\square}$ Build savings for unexpected expenses (emergency fund)	☐ Reduce or pay off mortgage	☐ College for child(ren)
lacktriangle Alternate income in case of death or disability	☐ Help support aging parents	☐ Pay off credit cards
☐ Start a business		
☐ Custom:		
Mid-term Goals  ☐ Make a major purchase (car, furniture, boat, family vacation)	☐ Build retirement wealth	☐ Buy a new home
☐ Build savings for unexpected expenses (emergency fund)	☐ Reduce or pay off mortgage	☐ College for child(ren)
lacksquare Alternate income in case of death or disability	☐ Help support aging parents	☐ Pay off credit cards
☐ Start a business		
☐ Custom:		
Long-term Goals  ☐ Make a major purchase (car, furniture, boat, family vacation)	☐ Build retirement wealth	☐ Buy a new home
☐ Build savings for unexpected expenses (emergency fund)	☐ Reduce or pay off mortgage	☐ College for child(ren)
☐ Alternate income in case of death or disability	☐ Help support aging parents	☐ Pay off credit cards
☐ Start a business		
□ Custom:		

# Earnings and Other Income Sources

Income from Employment

Client A's Gross Annual Salary \$	
Client B's Gross Annual Salary \$	_
Estimated Average (Effective) Income Tax Rate	— %

## Other Income

Description	Owner	Amount	Type (Monthly or Lump Sum)	Inflation	Start Age	End Age	Annual % Increase	Continue After Death
		\$					%	
		\$					%	
		\$					%	
		\$					%	

# Estimated Monthly Lifestyle Expenses

Enter expenses – these will be compared to the client's estimated monthly income to determine the amount of discretionary funds left at the end of the month. These expense items will NOT be used to calculate retirement or survivor needs.

Expense	Amount
Food	\$
Clothes	\$
Auto Gas & Maintenance	\$
Auto Insurance	\$
Property Ins./Taxes	\$
Utilities: Gas & Electric	\$
Utilities: Cable	\$
Utilities: Phone	\$
Utilities: Water	\$
Cell Phone	\$
Internet	\$
Gym Membership	\$
Newspaper/Magazines	\$
Gifts/Holidays	\$
Tithe/Charity	\$
Entertainment	\$
	\$
	\$
	\$

Enter additional monthly expenses not listed here.

### **Assets**

Non Retirement Assets & Savings (Cash, Checking, Savings, Other Non-Qualified Assets)

Do not include retirement assets or other assets that you would not use to provide income needs.

#### **Asset Details**

Description	Owner	Amount	Monthly Savings	Growth Rate	Emergency Fund?
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	

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## Retirement Assets (401k, IRA, Other Qualified Assets)

Fill in the Retirement Asset Details

### **Asset Details**

Description	Owner	Amount	Monthly Savings	Growth Rate	Emergency Fund?
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	
		\$	\$	%	

# Liability & Debts

Fill in details for Mortgages/Rent, Credit Cards and Other Debts.

Description	Туре	Balance	Monthly Payment	Interest Rate
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%
		\$	\$	%

# Assumptions

Assumed Rates of Return	on Asset	S	
During Retirement		%	
In the Event of Death		%	
Assumptions at Death			
Years to Provide Rent			
Months Emergency Fund		<u></u> %	(Range 3-12)
Final Expenses	\$		
Inflation Assumptions			
General Inflation Rate			%
Inflation Rate for College	Costs		%
Inflation Rate for Long-Te	rm Care		%
Social Security Annual Ind	crease Ra	te	%
Other Assumptions			
Life Expectancy Age			

Assumption Details	
Emergency Fund	An "Emergency Fund" is an amount of money set aside to help pay expenses in the event Client A/B dies. It is generally considered prudent to set aside 3-6 months' worth of monthly household salary as an emergency fund.
Final Expenses	Final expenses are the costs associated with a death, such as final medical expenses, legal bills, burial and funeral expenses. It is common for final expenses to range from \$5,000 - \$10,000.
General Inflation	The average inflation rate from 1913-2006 was 3.43%, from 1990-1999 was 3.0%, and from 2000-2006 was 2.85%.
College Inflation	According to http://www.collegeboard.com, education expenses are project to inflate at a rate between 7% and 8% annually for the next 10 years.
Long-Term Care Inflation	Some people tend to associate a general inflation rate with long- term care costs, but since healthcare costs (which are rising anywhere from 6-10% annually) can play a large role in long-term care, many consider using a higher inflation rate.
Social Security Inflation	Many people tend to use a rate close to the general inflation rate for the Social Security inflation rate.
Life Expectancy	According to the US Dept. of Health, the average life expectancy at birth for the entire US population in 2004 was 77.9 years.

# Income Needs

## Monthly Savings Goal for Education

Current Education Savings					
Total Amount	\$				
Monthly Savings	\$				
Growth Rate*	%				

<sup>\*</sup>Even if you have no current education savings, enter an assumed growth rate for education savings amounts.

## Monthly Savings Goal for Retirement

Retirement Assumptions	Client A	Client B
Retirement Age		
Social Security Start Age		
Percent of Current Household In	icome Needed Di	urina Retirement

Percent of Current Household Income Needed During Retirement	%
OR	
Specified amount of monthly income at Retirement (today's dollars)	\$

#### Survivor Needs Goal

Percent of Income to Replace	
With children under 18	%
No children under 18	%

Provide Income for years OR Life Expectancy (circle one)

In the event	of death	do vou wa	nt to provi	de for
in the event	or death.	. ao vou wa	int to brovi	ae ror

- ☐ Debts Pay off present debts
- ☐ Income Include survivor funding
- ☐ Mortgage Pay off mortgage
- ☐ Education Include college funding
- ☐ Establish an emergency fund
- □ Pay final expenses

## Long-Term Care Needs Goal

Long-Term Care Needs		
Estimated Monthly Long-Term Care Expenses	\$	(in today's dollars)
Start Expense at Age		
Continue for	Years	

### Disability Income Needs Goal

	Client A	Client B
% of Salary to Replace	%	%

# **Existing Insurance**

### Life Insurance

Description	Insured	Death Benefit	Annual Premium
		\$	\$
		\$	\$
		\$	\$
		\$	\$

### Disability Income Insurance

Description	Insured	Individual or Group	Monthly Benefit	Monthly Premium	Waiting Period (Days)	Benefit Period	COLA
			\$	\$		1 Year 2 Years 5 Years Age 65	%

			Lifetime	
	\$	\$		%
	\$	\$		%
	\$	\$		%

## Long-Term Care Insurance

Description	Insured	Daily Benefit	Monthly Premium	Waiting Period (Days)	Benefit Period	
		\$	\$		1 Year 2 Years 5 Years Age 65 Lifetime	%
		\$	\$			%
		\$	\$			%
		<b>S</b>	<b>S</b>			%