GET ACQUAINTED QUESTIONNAIRE **Date:**

To make our initial meeting effective & efficient, please complete the following information. When completed; fax, email or deliver the completed form to our office at least 3 business days prior to our appointment. Delivery information is on page 4.

*Note: When completing this as a Word doc, do not use the “enter” key. Instead, use the “tab” keys, cursor control keys, or the mouse to move from one field to the next.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Client #1** | | | **Client #2** | | |
| **Name** |  | | |  | | |
| **Home Address** |  | | | | | |
| **Home Phone** |  | | | **City & Zip** | | |
| **Cell Phone** |  | | |  | | |
| **Email Address** |  | | |  | | |
| **Date of Birth** |  | **Age** |  |  | **Age** |  |
| **Marital Status** | **Married date:        Single  Committed Relationship** | | | | | |
| **Primary contact person during business hours:** | | | | | | |
| **Best way to contact you during business hours:** Home Phone  Work Phone Cell Phone Email (check one) | | | | | | |
| **What is your primary reason for contacting our office?** | | | | | | |

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| **Children** | **#1** | | **#2** | | **#3** | |
| **Name (first)** |  | |  | |  | |
| **Name (last if different)** |  | |  | |  | |
| **Relationship (son, daughter, etc.)** |  | |  | |  | |
| **Date of Birth/Age** |  |  |  |  |  |  |

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| --- | --- | --- |
| **Income** | **Client #1** | **Client #2** |
| **Title/Job:** |  |  |
| **Employer** |  |  |
| **Salary:** | $ | $ |
| **Bonus/Commissions:** | $ | $ |
| **Self Employment Income:** | $ | $ |
| **Other Earned Income:** | $ | $ |
| **TOTAL (Current Yr) =** | $ | $ |

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| **Estate Planning Documents** *(DPOA = durable power of attorney)* | | |
|  |  | **Notes** |
| **Will** | Yes No Unsure |  |
| **Health Care POA** | Yes No Unsure |  |
| **General Financial POA** | Yes No Unsure |  |
| **Living Will** | Yes No Unsure |  |
| **Trust** | Yes No Unsure |  |
| **HIPAA Release Form** | Yes No Unsure |  |
| **Other** | Yes No Unsure |  |
| **Other** | Yes No Unsure |  |

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| **Asset - Real Estate** (Title = Persons Name, Joint Tenant, Community Property, Trust) | | | | |
| **Description** | **Year Purchase** | **Purchase Price** | **Approx. Loan Balance** | **Estimated Value** |
| Primary Residence |  |  |  | **$** |
| Other Real Estate: |  |  |  | **$** |
| Other Real Estate: |  |  |  | **$** |

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| --- | --- | --- | --- |
| **Assets - Retirement Accounts** (401(k), 403(b), IRA, Roth IRA, 457, Keogh, etc.) | | | |
| **Title**  (who owns) | **Institution**  (where it’s held) | **Description**  (401K, IRA, etc.) | **Approx. Estimated Value** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |

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| --- | --- | --- | --- |
| **Assets – Other** (Mutual Funds, Brokerage Acc., ESPP Stock, business, etc.) | | | |
| **Title**  (Who owns) | **Institution**  (where it’s held) | **Description**  (Mutual Funds, Annuities) | **Approx. Estimated Value** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |

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| **Assets - Bank Accounts** (checking, savings, money market, CDs, savings bonds, etc.) | | | |
|  | **Title**  (who owns) | **Type** | **Approx. Total**  **Balance** |
| **1** | **Client 1** |  | **$** |
| **2** | **Client 2** |  | **$** |
| **3** | **Joint** |  | **$** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Assets - Stock Options, RSU’s Etc.** | | | |
| **Title**  (who owns) | **Type** | **Company** | **Approx. Values** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |

|  |  |  |
| --- | --- | --- |
| **Liabilities – Debts** (residence, autos, business, school, etc.) | | |
| **Description** (loan on what) | **Institution**  (where it’s held) | **Approx. Current Balance** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |

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| **Advisor Relationships** (where applicable, rate your working relationships with each of the following advisors) | | |
| **1 = Very Dissatisfied; 5 = Very Satisfied** (enter a value for each advisor or check “Not Applicable”) | | |
| **Advisor** | **1 2 3 4 5 NA** | **Name & Comments** |
| **Financial Planner** |  |  |
| **Stock Broker #1** |  |  |
| **Stock Broker #2** |  |  |
| **Accountant/Taxes** |  |  |
| **Attorney** |  |  |
| **Insurance Agent #1** |  |  |
| **Insurance Agent #2** |  |  |
| **Insurance Agent #3** |  |  |

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| **Investment Management Preference** (check the one that that best fits your personality, experience and time) | | |
| Client 1 | Client 2 |  |
|  |  | Prefer to make my own investment decisions.  Prefer to make my own investment decisions with occasional “as needed” advice from a financial professional.  Prefer to “team” with a financial professional for ongoing advisory services during the year.  Prefer to transfer responsibility of all investment decisions to a money manager. |

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| **What would the best possible outcome of our working together?** |
|  |
| |  | | --- | | **Any other information you would like to share?** | |

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| --- | --- | --- |
| **Please return a completed copy of this form** (fax, email, or mail) ***at least three business days* before our initial meeting.** | | |
| **Email** | [**Greg@2ndHalfWealth.com**](mailto:Greg@2ndHalfWealth.com?subject=Get%20Acquainted%20Form) | |
| **Fax** | **719-344-8692** | |
| **Address** | **Wealth Advisors, 4585 Hilton Parkway, Suite 201, Colorado Springs, CO 80907 (719) 630-0600** | |
| **The Following may be needed should you engage our services.** | | |
| 1. Tax Returns 2. Dependents’ 529 Account Statements, Insurance Policies & Trust Documents 3. Estate Planning Documents: Wills, Trusts, Powers of Attorney, etc. 4. Insurance Policies: Life, Disability, Long-Term Care, etc. | | 1. Social Security Statements 2. Pension Plan Statements 3. Retirement Account Statements (401k, 403b, IRAs, etc.) 4. Retirement Account Investment Options for Company Plans 5. Brokerage Account & Mutual Fund Statements 6. Annuity Statements |