

Personal Financial Planning

Confidential Client Financial Profile

Client Name:		
Date:		

Thorough Knowledge Empowers Sound Counsel

www.libertygroupdc.com

Decide. Plan. Execute.

Document Inventory

e appreciate your interest in Liberty Group, LLC. Please prepare the following documents for your investment, risk management, cash flow, and retirement analysis. We seek a comprehensive picture of your financial situation and life goals as the first step of our financial planning process.

ASSETS

- Investment account statements (brokerage accounts, mutual funds, and annuities)
- Retirement account statements (401(k), 403(b), 457, IRA, and Roth IRA)
- Trust investment account statements
- Pension Plan, Employee Stock Options, Stock Appreciation Rights (SAR's), Restricted Stock Units (RSU's) and other Incentive Plan compensation statements
- Recent savings and checking account statements
- Prepaid college tuition plan, 529 college saving plans, Coverdell Education Savings accounts (ESA), and custodial accounts (UTMA/ UGMA)

LIABILITIES

- Mortgage statements
- Credit Card statements
- Auto Loan statements
- Student Loan statements

INSURANCE POLICIES

- Life Insurance coverage
- Disability Insurance coverage
- Long Term Care Insurance coverage
- Auto and Home Insurance coverage
- Personal Umbrella Liability Policy coverage

INCOME

- Recent pay statements
- Recent tax returns (Federal and State)
- Most recent Social Security statements (From Social Security Administration)
- Pension Benefit statements

ESTATE

• Copies of estate documents (wills, living wills/health care directive, powers-of-attorney for finances and health care, and trusts)

You may complete the remaining pages of this client profile. Alternatively, you may submit the aforementioned documents and iberty Group, will complete the client profile on your behalf.

Confidential Note.

We hold this information in strict confidence and do not share with any outside parties. All information on page 1 must be obtained as required by Federal Law and the USA Patriot Act. Blue Ocean Global Wealth must obtain, verify, and record information that identifies each person who opens an account



Personal Information

Client 1		Client 2	
Legal Name		Legal Name	
Preferred Name		Preferred Name	
Date of birth	Gender (M / F)	Date of birth	Gender (M / F)
Social Security Number		Social Security Number	
Driver's License Number	State	Driver's License Number	State
Home Phone	Home Fax	Home Phone	Home Fax
Mobile Phone		Mobile Phone	
Email Address		Email Address	
Residential Address		Residential Address	
State	Zip	State	Zip
Employment			
☐ Retired ☐ Employed	☐ Business owner	☐ Retired ☐ Employed	Business owner
Stay-at-home parent	Not currently employed	Stay-at-home parent	Not currently employed
Occupation and Title		Occupation and Title	
Employer		Employer	
Employer Address		Employer Address	
State	Zip	State	Zip
Business Phone	Business Fax	Business Phone	Business Fax
Work Email Address		Work Email Address	
Preferred Method of Con	tact:	Preferred Method of Co	ontact:



	Gender	Date of birth	n/age	Relationship
Name	Gender	Date of birth	n/age	Relationship
Name	Gender	Date of birth	n/age	Relationship
		Financial Informa	tion	
planning process.	composition of you	r financial assets are cor	e to the Blue Ocean	Global Wealth financia
Do you have an In	vestment Policy Sta	atement (IPS)? Yes	s 🗆 NO	
Name i.e. Bank of Omaha	3(b)s, 457s, IRAs, Ro Value <i>\$10,000</i>	oth IRAs, Checking, Savin Account Type Checking	gs and CDs Owner Charlie	Beneficiary <i>Warren</i>
Real Estate Fair Market Value \$ \$ \$	Mortgage Bal \$ \$ \$ \$	lance Monthly Payr \$ \$ \$ \$ \$		% Propriety Tax
Fair Market Value \$ \$ \$ \$ Income Knowing your curr you can save, spen Please provide a compension benefit st	\$ \$ \$ rent and future income, invest, and protopy of your most re	\$ \$ \$ \$ ome is the foundation for ect what is important to ecent pay statement(s), as ments are unavailable, p	r determining the ca you. annual Social Securit	pacity by which y statement(s), and



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Prioritizing debt management is an integral part of the Blue Ocean Global Wealth financial planning process. Effectively managing liabilities improves cash flow, directly enhancing your ability to save and invest.

Please provide copies of your most recent statements. If statements are unavailable, please list below list Credit Cards, Line of Credits, Student Loans and Auto Loans.

Liability Name	Balance Due	Client	Interest %	Monthly	Increasing	Steady	Decreasing
		(1 or 2)		Payment	Balance	Balance	Balance
i.e. Sallie Mae	\$23,292	1	3.25%	\$242	_ 🗆		
					_ 🗆		
					_ 🗆		
					_ 🗆		
					_ 🗆		
					_ 🗆		

Insurance

Protection planning is a critical component of the Blue Ocean Global Wealth financial planning process. Insurance helps prepare our clients for the unexpected. To help understand your protection needs, we will evaluate your current coverage. Please provide a copy of your auto, home owner's or renter's insurance declaration of coverage.

Life Insurance Insured i.e. Katherine	Beneficiar <i>William</i>	ry Compan New York	•	Type <i>Term</i>		Amoun <i>500K</i>	t	mium 00/ yr
Disability Insured i.e. <i>Marcus</i>	Company Prudential	Waiting <i>90 da</i>		Benefi <i>Age</i>	t Period		Amount	mium 3/ mo
	T Tade Title			7.90		<u> </u>		 ,,
Long Term Ca	ire							
Insured i.e. <i>Elizabeth</i>	Company John Hancock	Waiting Period 90 days	Benefit <i>4 Ye</i>	: Period ars	Benefit <i>\$4000</i>	Amount / <i>yr</i>	Home C 100%	Premium <i>\$2100/ yr</i>

Employee Benefits

Helping our clients understand and utilize their employee benefits is part of the Blue Ocean Global Wealth financial planning progress. Please provide copies of the following:

- Handbook or summary of employee benefits
- Benefits enrollment confirmation statement
- Summary plan description for retirement plans or other benefits



Expenses

Gaining insight into monthly cash flow provides our clients with clarity and direction. The Blue Ocean Global Wealth financial planning process empowers our clients to take action and helps them achieve their life goals.

Please provide a summary of your monthly expenses. Listed below are some sample items you might want to include. Feel free to prepare your expenses in a way that is most appropriate for your situation.

Current amount		
	Monthly	Annual
Alimony & Child Support Payments		
Auto: Gas / Oil		
Auto: Insurance		
Auto: Repair		
Auto: Parking / Tolls		
Books, Periodicals, & Subscriptions		
Charitable Giving		
Child Expenses: Tuition & School Fees		
Child Expenses: Extracurricular Activities		
Child Expenses: Child Care		
Clothing		
Dining Out		
Entertainment and Recreation		
Gifts to Family & Friends		
Groceries		
Homeowner's Association Fees/Condo Fees		
Homeowner's Insurance/Renter's Insurance		
Home Maintenance & Repair		
House Keeping		
Landscaping/Yard		
Medical Expense: Co-pays & Deductibles		
Medical Expense: Insurance Premium		
Medical Expense: Prescriptions		
Membership dues: Recreation		
Membership dues: Professional Associations		
Miscellaneous		
Personal Care (Hair, Nails, Dry Cleaning)		
Pet Expenses		
Rent/lease Payment (not mortgage)		
Utilities: Cable TV & Internet		
Utilities: Gas & Electric		
Utilities: Telephone & Cell Phone		
Utilities: Water & Sewer		
Utilities: Trash Removal		
Vacation and Personal Travel		
(other)		



Other Professionals

1. Professional Advisor: CPA

Name	Practice Name	
Email Address	Business Phone #	
Street Address	State	Zip Code
Length of Relationship in years		
2. Professional Advisor: Insurance Agent		
Name	Practice Name	
Email Address	Business Phone #	
Street Address	State	Zip Code
Length of Relationship in years		
3. Professional Advisor: Estate Planning Atto	orney	
Name	Practice Name	
Email Address	Business Phone #	
Street Address	State	Zip Code
Length of Relationship in years		
4. Professional Advisor: Other		
 Name	Practice Name	
Email Address	Business Phone #	
Street Address	State	Zip Code





Liberty Group, LLC Client Experience

EXECUTE

3. Develop Investment Policy Statement (IPS)

- a. Document Client Investment objectives & Constraints
- b. Deliver structure & describes investment risk tolerance and (such as asset allocation, to meet these objectives. management strategies

1. Decide and

relationship client-planner define the

liquidity requirements)

Day 20

5. Construct Investment Strategy

- a. Match Long Term stated within IPS Investment objectives
- b. Incorporate capital and economic outlook market expectations

7. Propose Plan Recommendation

- solutions and economic

a. Monitor capital

Recommendations **Financial Planning** 9. Monitor & Update

- a. Communicate & Educate
- c. Assess & deliver optimal

b. Revisit client goals and

& expectations

market assumptions

- b. Discuss client concerns

- to client available options
- life events

d. Address forecastable

c. Track Investment

Portfolio

objectives



8. Implement Financial

- a. Communicate & Educate options to client available
- b. Discuss client concerns
- c. Assess & deliver optimal solutions and economic outlook





d. Identify risk variables

e. Asset Management d. Tax Planning c. Retirement Planning

f. Estate Planning

c. Identify concerns &

and priorities

b. Risk Management &

Management

Protection Planning

b. Establish expectations

a. Determine Personal 2. Discovery Meeting

Financial Status Analyze & Evaluate

Recommendations 6. Develop Plan

a. Cash Flow

Day 10

Day 30

& Financial Goals