

SIX-STEPS FINANCIAL ANALYSIS

GENERAL INFORMATION

Client Name: _____ Age/DOB: _____ Spouse Name: _____ Age/DOB: _____
 S.S. Number: _____ US Citizen: _____ S.S. Number: _____ US Citizen: _____
 Home Address: _____ Children: _____ Age/DOB: _____
 _____ Children: _____ Age/DOB: _____
 Home Phone: _____ Children: _____ Age/DOB: _____

CONCERNS

- _____ Will your family be provided for upon your death?
- _____ Are you saving enough for your retirement?
- _____ Are you concerned you may outlive your savings?
- _____ Will you have enough income if you should be disabled?
- _____ Are you going to provide some or all of your child's college funding?
- _____ Do you wish to maximize the amount left to your heirs?
- _____ Are you interest in tax deferred accumulation?
- _____ Are you concerned about you or your parents long term medical costs?
- _____ Are you concerned about the double taxation of retirement plans at death?

GOALS & DREAMS

- _____ Buy a new home
- _____ Pay off all credit cards
- _____ Reduce or pay off your mortgage loan
- _____ Build savings for unexpected expenses
- _____ Maximize tax advantage
- _____ Build retirement wealth
- _____ Finance college education for your children
- _____ Reduce taxes on inheritances for your children
- _____ Other: _____

STEP 1: INCREASE CASH FLOW

> Earn additional income > Manage expenses

What is your current occupation? _____

Duties or responsibility: _____

CURRENT ANNUAL INCOME		Client	Spouse	ESTIMATED MONTHLY EXPENSES	
Annual Salary				Monthly rent	
Bonus, commission				Food	
Interest, dividends				Necessity	
Rental income				Gas (Automobile)	
Child support / Tax-free income				Utilities	
Social Security				Phone / Cellular Phone	
CURRENT TAXES (Amount or Percentage)		Client	Spouse	Medical insurance / deductible	
Federal tax rate				Auto insurance / deductible	
State tax rate				Personal expenses-Client	
FICA (Default 6.20%)				Personal expenses-Spouse	
Medicare (Default 1.45%)				Other:	
				Other:	
				Other:	

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STEP 2: MANAGE DEBT

> Consolidate debt > Eliminate debt

What is your current plan of getting out of debt? _____

DEBT	Total Outstanding Balance	Interest	Total Monthly Payment
Mortgage			
Auto loan			
Other loan (2 nd mortgage, 2 nd auto)			
Student loan			
Credit card			
Credit card			
Credit card			

Property tax _____ Home owner insurance _____ Home Owner Association _____

STEP 3: CREATE EMERGENCY FUND

> Save three months income > Prepare for emergency expenses

Savings account balance _____ Emergency fund balance _____ Current monthly emergency fund contributions _____

STEP 4: ENSURE PROPER PROTECTION

> Protect against loss of income > Protect family assets

Is your family adequately protected against the potential loss of a breadwinner? Yes No

Could your family maintain the same standard of living after the loss of a breadwinner? Yes No

LIFE INSURANCE	Policy 1	Policy 2	Policy 3	Policy 4	Policy 5
Insured					
Owner					
Type					
Death benefit					
Policy year					
Annual premium					
Cash value					
Loan balance					
Rider					
Rider					
Carrier					

What portion of total income would survivors need if client dies? _____% If spouse dies? _____%

Include the following: _____ Emergency fund _____ Debt repayment _____ Education funding _____ Mortgage repayment

DISABILITY / LTC INSURANCE	Policy 1	Policy 2	Policy 3	Policy 4
Insured				
Monthly benefit				
Benefit period				
Annual premium				
Carrier				

STEP 5: BUILD LONG-TERM SAVINGS

> Outpace inflation > Minimize taxation

How many years will each child be in college? _____

College inflation rate: _____

Annual cost of college: _____

Current monthly education savings: _____

EDUCATION FUNDS		Age/DOB	Age/DOB	Age/DOB
Child Name:			Child Name:	
Child Name:			Child Name:	

POST-RETIREMENT INCOME-CLIENT	Future Income	Beginning at Age	Duration
Civil, military			
Pension			
Part-time wages			
Rental income		Post-retirement income benefits available for survivors: _____%	
Other income (SS Benefit)			

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GOALS	Client	Spouse	INCOME OBJECTIVES	
Retirement age			Percentage needed at retirement:	
Life expectancy (age)			Or amount needed at retirement:	
Current monthly savings plan				
Employer's retirement match				

STEP 6: PRESERVE YOUR ESTATE

> Help limit probate costs > Maintain privacy

Do you have a will? Yes No Type: _____ Do you have a trust? Yes No Type: _____ Do you have a power of attorney? Yes No

CASH & LIQUID ASSETS	1	2	LONG-TERM ASSETS	
Cash, checking accounts			Corporate stocks	
Savings accounts			Mutual funds	
Money Market, CD			Bonds, treasuries	
PERSONAL ASSETS			Inheritances after tax, trust(s)	
Market value of home			Investment real estate	
Autos, boats			Current education fund	
Furnishings			Retirement, 401(k), 403(b)	
Personal property			IRA: (Traditional, Roth)	
BUSINESS INTEREST	Business 1	Business 2	Other:	
Market value of ownership			Other:	
Type of business				
Does the business have a buy-sell agreement?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No		