

**PERSONAL FINANCE ORGANIZATION QUESTIONNAIRE**  
Money, Investments, and Taxes

<b>Individual (1) Name:</b>	
Birthdate:	
US Citizenship:	Yes • No
Marital Status:	Single • Married • Separated • Divorced
In Good Health?	Yes • No
Address:	
City, State, Zip:	
Cell Phone:	
Primary Email:	
Employment Status:	Working • Retired • Business Owner
Employer Name:	
Title/Position:	
Years Employed:	

<b>Individual (2) Name:</b>	
Birthdate:	
US Citizenship:	Yes • No
Marital Status:	Single • Married • Separated • Divorced
In Good Health?	Yes • No
Address:	
City, State, Zip:	
Cell Phone:	
Primary Email:	
Employment Status:	Working • Retired • Business Owner
Employer Name:	
Title/Position:	
Years Employed:	

Questions?  
**John Burnside**  
Financial Steward  
503-658-3138  
john@burnsideandcompany.com



# Priorities and Goals

## Priorities

Priorities have more to do with “Financial Organization” than Goals. Please check if any of the following are essential to you.

- Managing a Budget
- Investment Management
- Minimizing Taxes
- Finding Appropriate Insurance Coverage
- Caring for Parents
- Contributing to Charity
- Paying Off Debt
- Retirement Planning
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

## Goals

Goals need to be specific and prioritized. Specific so that you have a clear vision. Prioritized in case there are insufficient funds to accomplish everything.

Goal Name	Cost	Date	Description	Priority (1,2,3,4,5)
Retirement	See page 10 (expenses)			

*Goal examples (Retirement, Travel, Home Improvement, Wedding, Celebration, Elder Care, Leave Money to Heirs)*

# Property

## Real Estate

	Primary Residence	Secondary Residence	Investment Property	Investment Property
Property Name:				
Address 1:				
Address 2:				
City:				
State:				
Zip:				
Property Type:	Residence • Commercial	Residence • Commercial	Residence • Commercial	Residence • Commercial
Purchase Year:				
Purchase Amount:				
Current Value:				
Tax Basis:				
Growth Rate:				
Owner/Title:				

## Mortgages

	Primary Residence	Secondary Residence	Investment Property	Investment Property
Mortgage Name:				
Institution Name:				
Loan Type:	Mortgage • Home Equity	Mortgage • Home Equity	Mortgage • Home Equity	Mortgage • Home Equity
Property Name:				
Original Loan Amount:				
Date of Loan:				
Current Balance:				
As of Date (Current Balance):				
Interest Rate:				
Loan Term (Years):				
Payment Frequency:				
Repayment Type:	Principal & Interest • Interest Only	Principal & Interest • Interest Only	Principal & Interest • Interest Only	Principal & Interest • Interest Only
Payment:				
Balloon Period (years):				



# Investments

## Taxable Accounts

Account Name	Institution Name	Management	Current Value	Goal	Owner/Title
		Advisor • Self-Directed			
		Advisor • Self-Directed			
		Advisor • Self-Directed			
		Advisor • Self-Directed			
		Advisor • Self-Directed			
		Advisor • Self-Directed			
		Advisor • Self-Directed			
		Advisor • Self-Directed			

## Retirement Accounts

Account Name	Account Type	Institution Name	Management	Current Value	Owner
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		
	IRA • Roth IRA • 401k • 403b • other		Advisor • Self-Directed		

## Bank Accounts

Account Name	Institution Name	Account Type	Current Value	Owner/Title
		Savings • Checking • CD		
		Savings • Checking • CD		
		Savings • Checking • CD		
		Savings • Checking • CD		









## Income and Expenses

### Income

	Source	Annual Amount	Inflation Adjustment %	Owner	Starts	Ends
Salary/Bonus Client						
Salary/Bonus Client						
Social Security	SSA					
Social Security						
Pension						
Pension						
Other Income						
Other Income						

### Expenses (real and anticipated)

Time Period	Amount (\$)
Pre-Retirement	
Semi-Retirement	
Retirement	
Advanced Years	

## Current Saving Activity

Saving Name	Amount (% / \$)	Frequency	Source	Matching	Starts	Ends
401k						
Emergency Fund						

