

# 2025 Client Service Calendar



Title	Topics	Action Steps
<u>Start of the year</u>	<ul style="list-style-type: none"><li>Considerations at the Start of the Year</li><li>What docs do I need for Filing My Tax Return</li><li>Issues to consider when reviewing My RMD</li><li>What to consider when reviewing My Cash Flow</li></ul>	We'll be focusing on how you are doing and how's your health. We'll also be discussing Cash Flow and Roth Conversions.
<u>Investment Review</u>	<ul style="list-style-type: none"><li>Considerations when Reviewing My Investments</li><li>Considerations for My Emergency Fund</li><li>Estate &amp; Beneficiaries Review</li><li>Reviewing My Tax Return &amp; Planning</li></ul>	Focus will be on current risk scores, asset-class exposure, and plan adjustments.
<u>Master List of Goals</u>	<ul style="list-style-type: none"><li>Planning Issues for My Goals</li><li>Considerations for reviewing My Insurance Policies</li><li>Change Medical coverage during Open Enrollment</li><li>Review My Employer-Provided Benefits</li></ul>	Has your situation changed? Have your goals changed? What's new, what's different?
<u>End of the Year</u>	<ul style="list-style-type: none"><li>What Issues to consider before the End of the Year</li><li>Should I add a Donor Advised Fund (DAF) for Charities</li><li>What issues to consider when harvesting capital losses?</li></ul>	We'll address "on hold" items from previous meetings, anything else I can help with and assessing if you have more peace of mind with your money by working with me

Happy New Year! This year, I'm going to try something different. I'm adding a Client Service Calendar. There will be 4 major themes throughout the year with more specific topics within each theme. Feel free to reach out if you have any questions. I look forward to working with you this year.

Thank you for reviewing the flowchart or completing the checklist. A copy will be emailed to you shortly.



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