



Year-end Financial Planning Checklist

The end of the year is an ideal time to examine your financial health and update your financial plans. Here is a list of important items to consider reviewing before year-end. If you have any questions or concerns or updates, please let us know and we would be happy to discuss them.

TAXES

- Review realized and unrealized gains and losses in taxable accounts.
- Review potential deductions and credits.
- Review any charitable donations and gifting that needs to be completed by year-end.
- Setup a file to keep tax documents in for your accountant.

HOUSEHOLD/FAMILY

- Make a budget; review your spending.
- Review your savings progress, including emergency fund and set goals for next year.
- Review progress on paying down any debt.
- Contribute to education accounts.
- Determine any large upcoming expenses and how they will be paid for.
- Review POAs, wills, and trust documents.

INSURANCE

- Review property and casualty policies.
- Review costs of current insurance policies.
- Review health insurance coverage.
- Review life insurance policies. Do you have adequate coverage? Is term insurance period ending soon?
- Review beneficiaries

HEALTH

- Review employer's health plan and complete enrollment.
- Review Medicare and supplement options.
- Spend any remaining balance in Flexible Spending Account.
- Review HSA contributions for next year.

RETIREMENT

- | | |
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| <input type="checkbox"/> Max out IRA contributions. | <input type="checkbox"/> Consider Social Security benefit options |
| <input type="checkbox"/> Review SIMPLE IRA or 401k contributions and allocations. | <input type="checkbox"/> Review life insurance policies for adequate coverage. Is term insurance period ending soon? |
| <input type="checkbox"/> Review beneficiaries. | |

CHANGES

- | | |
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| <input type="checkbox"/> Did you change or lose your job? | <input type="checkbox"/> Did you retire or start Social Security? |
| <input type="checkbox"/> Did you get married/end marriage? | <input type="checkbox"/> Did you receive a gift or inheritance? |
| <input type="checkbox"/> Did you lose a loved one? | <input type="checkbox"/> Do you have a parent or other family member in need of assisted living? |
| <input type="checkbox"/> Did you add to your family through birth or adoption? | |

PLEASE CALL US AT 920-743-6201 WITH ANY QUESTIONS OR UPDATES.

NOTES/NEXT STEPS

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