# Client Profile for Retirement

| Personal Information | | | |
|---|---|---|---|
| | Last name | First name | MI |
| | Spouse/Partner last name | Spouse/Partner first name | MI |
| | Address | City, State | Zip |
| | Home phone | Cell phone | E-mail |

| Current Employer Information | | | |
|---|---|---|---|
| | Current employer | Benefits office contact info | Total value<br>$ |
| | DC plan status<br>☐ Active<br>☐ Ineligible<br>☐ Includes restricted stock | DB plan status<br>☐ Active<br>☐ Frozen<br>☐ Terminated | Other retirement benefits<br>☐ Non-qualified DC plan<br>☐ ESOP<br>☐ Other |

| Former Employer Information | | | |
|---|---|---|---|
| | Former employer 1 | Benefits office contact info | Total value<br>$ |
| | DC plan status<br>☐ Assets still in plan<br>☐ Rolled to another firm<br>☐ Cashed out | DB plan status<br>☐ Active<br>☐ Frozen<br>☐ Terminated | Other retirement benefits<br>☐ Non-qualified DC plan<br>☐ ESOP<br>☐ Other |
| | Former employer 2 | Benefits office contact info | Total value<br>$ |
| | DC plan status<br>☐ Assets still in plan<br>☐ Rolled to another firm<br>☐ Cashed out | DB plan status<br>☐ Active<br>☐ Frozen<br>☐ Terminated | Other retirement benefits<br>☐ Non-qualified DC plan<br>☐ ESOP<br>☐ Other |
| | Former employer 3 | Benefits office contact info | Total value<br>$ |
| | DC plan status<br>☐ Assets still in plan<br>☐ Rolled to another firm<br>☐ Cashed out | DB plan status<br>☐ Active<br>☐ Frozen<br>☐ Terminated | Other retirement benefits<br>☐ Non-qualified DC plan<br>☐ ESOP<br>☐ Other |

| Other Retirement Accounts | | | |
|---|---|---|---|
| | Traditional IRAs | Firm(s) | Total value<br>$ |
| | Roth IRAs | Firm(s) | Total value<br>$ |
| | Other | Firm(s) | Total value<br>$ |
| | | | Total retirement assets<br>$ |

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# Communications Plan

| Contact Date | Type of Communication | Summary of Meeting or Call |
|---|---|---|
| 1. Date: | Call/meeting | Retirement discussion summary<br>•<br>•<br>• |
| | Follow-up plan | Materials used |
| 2. Date: | Call/meeting | Retirement discussion summary<br>•<br>•<br>• |
| | Follow-up plan | Materials used |
| 3. Date: | Call/meeting | Retirement discussion summary<br>•<br>•<br>• |
| | Follow-up plan | Materials used |
| 4. Date: | Call/meeting | Retirement discussion summary<br>•<br>•<br>• |
| | Follow-up plan | Materials used |
| 5. Date: | Call/meeting | Retirement discussion summary<br>•<br>•<br>• |
| | Follow-up plan | Materials used |



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