

Mapping Your Financial Future

Preparing for your financial future involves following a disciplined process that identifies your goals and explores financial strategies.

These six steps will help you map your financial future:

1. **Discovery.** Identify and prioritize your financial goals
2. **Data Gathering.** Collect facts and figures based on your current situation
3. **Analyze.** Input data and run calculations and identify shortfalls
4. **Recommend.** Propose a financial strategy designed to satisfy your goals
5. **Implement.** Choose a financial strategy and implement
6. **Periodic Review.** Review regularly to measure success and make adjustments

The purpose of this questionnaire is to help gather data as part of steps one and two. By taking the time to prepare now, you may be able to lay out a path for your financial future.

What are your current financial concerns?

There are a number of different areas to consider when preparing for your financial future. Start now by identifying your financial goals.

Which of the following areas are important to you?			Complete these sections
	Retirement	Assess how your current retirement strategy will meet your objective.	1, 2, 3, 4, 5
	College Funding	Find out the cost of education and alternative funding methods.	1, 2, 3, 6
	Major Purchases	Determine how much you will need to save to purchase a more expensive item, such as a vacation home or boat.	1, 2, 3, 7
	Needs in the Event of Death	Examine the financial impact of death, including immediate cash needs and continuing income needs.	1, 2, 3, 4, 5, 8, 9, 10
	Needs in the Event of Disability	Assess the financial effect of disability on your income.	1, 2, 3, 11

Client A Name (please print)

Client B Name (please print)

Date

Discovery Questions

What is most important to you?

What activities or hobbies do you value most?

What do you most want to do that you haven't yet done?

Is there anything additional that you would like to share?

Section 1 - Personal Information

Marital Status	Single	Married	
	Client A	Client B	
First Name	_____	_____	
Last Name	_____	_____	
Date of Birth	_____	_____	
Address	_____		
City	_____	Province	_____
Phone	_____	Email	_____
		Postal Code	_____

Dependant Information

Dependant's Name	Date of Birth	Dependant's Name	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

For Discussion...

Do any of your dependants have special needs?	
Do you plan on having additional children?	
Are there others that financially depend on you (e.g., parents, grandchildren)?	
Do any other family members live in this area?	

Employment Information

	Client A	Client B
Employer	_____	_____
Occupation	_____	_____
Work Phone	_____	_____
	Client A	Client B
Annual Employment Income	\$ _____	\$ _____
Estimated Annual Pension		
Income (in today's \$)	\$ _____	\$ _____

For Discussion...

Describe your current job. How long have you been working there?	
What are your career plans?	

Section 2 - Assets & Liabilities

In this section include your residence, 2nd Residence, Personal Property, and any other assets. Do not include any retirement or investment assets, those will be included in Section 4.

Assets

Residence	2nd Residence	Personal Property	Other Assets
\$ _____	\$ _____	\$ _____	\$ _____

Liabilities

	Outstanding Amount	Interest Rate	Monthly Payments
Mortgage	\$ _____	%	\$ _____
Car Loans	\$ _____	%	\$ _____
Personal Loans	\$ _____	%	\$ _____
Other Debt	\$ _____	%	\$ _____

For Discussion...

How satisfied are you with your current standard of living?	
Have you considered strategies for any high interest debt that you may have?	
Are you planning on staying in your current home for a while?	

NOTES:

Section 3 - Expenses

Enter in your monthly expenses.

Expense Type:	Amount:	Expense Type:	Amount:
Housing (e.g. utilities, repairs)	\$ _____	Entertainment (e.g. dining, movies)	\$ _____
Food	\$ _____	Personal (e.g. clothing, hobbies)	\$ _____
Transportation (e.g. gas, insurance)	\$ _____	Other (e.g. child care, travel)	\$ _____

For Discussion...

Do you currently follow a specific budget?	
How much would you like to be saving each month?	
Do you feel you are living frugally? Comfortably? Lavishly?	

NOTES:

Section 4 - Savings and Investments for Retirement

Enter balances and monthly savings of all accounts that can or will be used for retirement. Examples of registered accounts include RRSPs, RRSP Spousal, and LIRAs.

Registered Accounts

Owner	Current Value	Monthly Savings
_____ \$	_____ \$	_____
_____ \$	_____ \$	_____

Tax-Free Savings Accounts

Owner	Current Value	Monthly Savings
_____ \$	_____ \$	_____
_____ \$	_____ \$	_____

Non-Registered Accounts

Owner	Current Value	Monthly Savings
_____ \$	_____ \$	_____
_____ \$	_____ \$	_____
Both _____ \$	_____ \$	_____

Note: Savings for education and major purchase goals are on pages 7 and 8.

For Discussion...

What is the best investment you've made? The worst?	
How do you feel about your investments?	
Who do you rely on for investment advice?	
Is it more important to save for tomorrow or live for today?	
Do you have any over contributions or carry forward from your retirement accounts? Any pension adjustments from last year? Or any TFSA historical information?	

NOTES:

Section 5 - Retirement

Many people underestimate the amount of money they will need in retirement. Begin saving for your retirement income as soon as possible.

For Discussion...

What would you like to do during retirement?	
When you think of retirement, what do you see?	
Do you plan on downsizing your home or relocating when you retire?	

	Client A	Client B
At what age do you plan to retire?	_____	_____
Are you eligible for CPP/QPP?	Y N	Y N

Indicate your retirement need as a % of current income or a dollar amount for up to three phases.

% of current income (e.g., 80%)

_____ %

OR Monthly need (in today's dollars)

Phase 1 starts at	Retirement	\$	_____
Phase 2 starts at age		\$	_____
Phase 3 starts at age		\$	_____

For Discussion...

Does your employer offer a retirement plan?	
Does your employer offer a contribution match?	
Are you contributing the maximum?	

NOTES:

Section 6 - Education

The sooner you begin to develop a strategy for education savings, the more time your money will have to accumulate.

For Discussion...

What do you see for your children's higher education?	
Are your children's education opportunities being limited due to financial reasons?	
What role are student loans going to have on your children's education?	

Child's Name	School	Cover Room & Board?	Amount per Year	% to cover	Number of Years	
			\$	%		yrs
			\$	%		yrs
			\$	%		yrs
			\$	%		yrs
			\$	%		yrs

Remember to consider: the cost of in-province or out-of-province tuition, room and board, as well as books and supplies.

Current Savings

Enter any savings already accumulated for your children's education.

Total Saved to Date	Monthly Savings	Average Return Rate	Account Type
\$	\$	%	
\$	\$	%	
\$	\$	%	
\$	\$	%	
\$	\$	%	

For Discussion...

How do you feel about your education funding program?	
Do you have previous RESP contributions or carry forward?	

NOTES:

Section 7 - Major Purchases

For Discussion...

Do you have any upcoming major purchases you want to plan for?

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Goal 1

Goal 2

Goal 3

Description:

Purchase Date:

Cost (in today's \$):

Index Rate:

Current Savings

Enter any savings already accumulated for your major purchases.

Total Saved to Date

Monthly Savings

Assumed Return Rate

Account Type

\$ _____

\$ _____

_____ %

\$ _____

\$ _____

_____ %

\$ _____

\$ _____

_____ %

For Discussion...

If you weren't able to meet your goals as described above, are you flexible on the purchase date, the cost, or the amount of your monthly savings?

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Do you have any TFSA historical information?

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NOTES:

Section 8 - Survivor Income for Client

The death of a wage earner can have a significant impact on household income. Financial experts recommend that every strategy include an analysis of needs in the event of a death.

For Discussion...

What would you do financially if one of you were to pass away?	
Do you know anyone who has experienced the death of a spouse?	
In what ways would you adjust your current lifestyle? By how much would your monthly budget change?	

Survivor Income Needs

% of Current Need	Monthly Dollar Amount	Duration	Lump Sum Needs
_____ % OR \$ _____	_____	_____	\$ _____
_____ % OR \$ _____	_____	_____	\$ _____
_____ % OR \$ _____	_____	_____	\$ _____

What age should survivor's retirement benefits begin? _____

Should the survivor's income continue to be included?

Yes No Will it change? Yes No

In the event of death, should liabilities be paid off?

Yes No

(If yes, also complete section 1)

In the event of death, should your children's education be funded? (If yes, also complete section 5)

Yes No

In the event of death, should major purchases be covered?

Yes No

Will there be any additional dependant care costs?

Yes No

Are there any expenses you may no longer need?

Yes No

What inflation rate should be used in survivorship?

_____ %

Current Life Insurance

Name of Insured	Policy Type	Benefit Amount	Monthly Premium
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

For Discussion...

Do you feel you are adequately protected?	
Are your beneficiaries up to date?	
Have you had any medical events that might prevent you from getting additional insurance?	

Section 9- Survivor Income for Co-Client

For Discussion...

What would you do financially if one of you were to pass away?	
Do you know anyone who has experienced the death of a spouse?	
In what ways would you adjust your current lifestyle? By how much would your monthly budget change?	

Survivor Income Needs

% of Current Need	Monthly Dollar Amount	Duration	Lump Sum Needs
_____ % OR \$ _____	_____	_____	\$ _____
_____ % OR \$ _____	_____	_____	\$ _____
_____ % OR \$ _____	_____	_____	\$ _____

What age should survivor's retirement benefits begin?

Should the survivor's income continue to be included?

Yes No Will it change? Yes No

In the event of death, should liabilities be paid off?

Yes No

(If yes, also complete section 2)

In the event of death, should your children's education be funded? (If yes, also complete section 6)

Yes No

In the event of death, should major purchases be covered? (If yes, also complete section 7)

Yes No

Will there be any additional dependant care costs?

Yes No

Are there any expenses you may no longer need?

Yes No

What inflation rate should be used in survivorship?

_____ %

Current Life Insurance

Name of Insured	Policy Type	Benefit Amount	Monthly Premium
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

For Discussion...

Do you feel you are adequately protected?	
Are your beneficiaries up to date?	
Have you had any medical events that might prevent you from getting additional insurance?	

Section 10- Survivor Income If Both Die

For Discussion...

What would you do financially if both of you were to pass away?	
Do you know anyone who has experienced the death of both members?	

Survivor Income Needs

% of Current Need	Monthly Dollar Amount	Duration	Lump Sum Needs
_____ % OR \$ _____	_____	_____	\$ _____
_____ % OR \$ _____	_____	_____	\$ _____
_____ % OR \$ _____	_____	_____	\$ _____

Should benefits be included in the analysis?	Yes	No			
Should the survivor's income continue to be included?	Yes	No	Will it change?	Yes	No
In the event of death, should liabilities be paid off? (If yes, also complete section 2)	Yes	No			
In the event of death, should your children's education be funded? (If yes, also complete section 6)	Yes	No			
In the event of death, should major purchases be covered? (If yes, also complete section 7)	Yes	No			
Will there be any additional dependant care costs?	Yes	No			
Are there any expenses you may no longer need?	Yes	No			
What inflation rate should be used in survivorship?		%			

Current Life Insurance

Name of Insured	Policy Type	Benefit Amount	Monthly Premium
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

For Discussion...

Do you feel you are adequately protected?	
Are your beneficiaries up to date?	
Have you had any medical events that might prevent you from getting additional insurance?	

Section 11 - Disability Income

Disability Income Needs

For Discussion...

What would your family do financially if one of you became disabled?	
Do you know anyone who has suffered from a disability?	
In what ways would you adjust your current lifestyle? By how much would your monthly budget change?	

Enter your household's annual income need in the event of a disability, either as a dollar amount or a percentage of your current income. This amount should include all expenses outside of liability payments, insurance premiums, and savings contributions.

	Client A	Client B
Income Need in Event of Disability:	_____	_____

Current Disability Insurance

Name of Insured	Policy Type	Monthly Benefit	Monthly Premium	Waiting Period	Benefit Period
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____
_____	_____	\$ _____	\$ _____	_____	_____

For Discussion...

Do you feel adequately protected?	
Have you had any medical events that might prevent you from getting additional insurance?	

NOTES: