

VAULT CHECKLIST



LEVEL FOUR

Financial

A DIVISION OF
LEVEL FOUR GROUP, LLC

Prepared For: _____

Date: _____

Income & Employment

- ☐ Recent Pay Stub (if employed)
- ☐ W-2s and/or 1099s (recent tax filings)
- ☐ Business Financials (financial statements, K-1s, recent tax filings)
- ☐ Other Income (pension, real estate, annuity)
- ☐ Social Security - *provide current benefit or gather an estimate of future benefits by visiting SSA.gov*
- ☐ Veteran's Administration Information
- ☐ Employment Benefits

Financial Assets

- ☐ Investment Statements for Unlinked Accounts (taxable accounts, brokerage, digital/crypto assets; include tax basis)
- ☐ Retirement Accounts (IRA, ROTH, 401(k), SEP, SIMPLE, pension, etc.)
 - Recent Statements for Unlinked Accounts
 - Contributions & employer match
 - Investment Options
- ☐ Equity Plans (stock options/grants)
- ☐ Cash Value Insurance Policies

Personal Property & Real Estate

- ☐ Real Estate Documents (deeds, mortgage, rental income, property taxes)
- ☐ Titles & Deeds (home, autos, boat, etc.)
- ☐ Valuations/Appraisals & Warranties (jewelry, art, collectibles)

Liabilities

- ☐ Mortgages
- ☐ Student Loans
- ☐ Auto Loan/Lease Documents
- ☐ Credit Card (if not paid in full monthly)
include Recent Statements, Interest Rate, Minimum Payment
- ☐ Personal & Commercial Loans/Credit

Insurance

- ☐ Life Insurance Policies
- ☐ Health, Disability, Long-Term Care Policies
- ☐ Homeowner's/Renter's, Auto, Umbrella Policies
- ☐ Coverage for Boat, ATV/UTV/PWC, etc.
- ☐ Personal Valuables Coverage

Estate & Legal

- ☐ Will and/or Trust Documents (include all updates & amendments)
- ☐ Powers of Attorney (financial & healthcare)
- ☐ Health Directives (Living Will)
- ☐ Contracts & Agreements (business buy-sell, prenuptial agreements, sale/lease/rental agreements, promissory notes, private financing, etc.)

866.834.1040 | WWW.LEVELFOURFINANCIAL.COM

Securities offered through Level Four Financial, LLC Member FINRA/SIPC. Advisory services offered through Level Four Advisory Services, LLC, an SEC-registered investment adviser. Insurance services offered through Level Four Insurance Agency, LLC. Level Four Financial, LLC, Level Four Advisory Services, LLC, and Level Four Insurance Agency, LLC are independent entities. Level Four Group, LLC is a division of CRI Capital Group, LLC, a subsidiary of CRI Advisors, LLC. "CRI" is the brand name under which Carr, Riggs & Ingram, L.L.C. ("CPA Firm") and CRI Advisors, LLC ("Advisors") and its subsidiary entities provide professional services. CPA Firm and Advisors (and its subsidiary entities) practice as an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. CPA Firm is a licensed independent CPA firm that provides attest services to its clients, and Advisors and its subsidiary entities provide tax and business consulting services to their clients. Advisors and its subsidiary entities are not licensed CPA firms.