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Paper fact finder - Forecaster Assessment

Client information

	First name	Last name	Date of birth (mm/dd/yyyy)	Gender	Marital status
Client				☐Male ☐Female	
Co-client				☐Male ☐Female	

Street	City	Province	Postal code

Home phone number	Business phone number	Email address

Family members

First name	Last name	Date of birth (mm/dd/yyyy)	Relationship	Dependent of

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Assets & liabilities

Assets	Current values ($)	Liabilities	Outstanding amount ($)	Interest rates (%)	Monthly Payments
Residence (e.g. home)		Mortgages			
2nd Residence (e.g. vacation home)		Car loans			
Personal use property (e.g. car/boat)		Personal loans			
Other personal property		Other debt			

Income & expenses

	Client	Co-client
Gross annual income		
Estimated annual pension income		

Note: Expenses can be entered as one total amount to simplify data entry.

Monthly expenses	Housing (e.g. repairs)	Food	Transportation (e.g. gas)	Entertainment (e.g. restaurants)	Personal (e.g. clothing)	Other
Amount						

NOTE: Only 1 of the following savings & investment sections (simple or detailed) based on desired level of complexity

Simple savings & investment

	Registered accounts		TFSAs		Non-registered accounts		Assumed rate of return (%)
	Current value	Current monthly savings	Current value	Current monthly savings	Current value	Current monthly savings	
Client							
Co-client							
Joint							

Detailed savings & investment

	Non-registered accounts		
	Client	Co-client	Joint
Current value			
Monthly savings ($ or % of salary)			
Pre-retirement rate of return (%)			
Retirement rate of return (%)			

	RRSP accounts		RRSP Spousal accounts		TFSA accounts	
	Client	Co-client	Client	Co-client	Client	Co-client
Current value						
Monthly savings ($ or % of salary)						
Pre-retirement rate of return (%)						
Retirement rate of return (%)						
Conversions (skip if not applicable)						
Covert to RRIF at...	☐ At Retirement ☐ At Age ___	☐ At Retirement ☐ At Age ___	☐ At Retirement ☐ At Age ___	☐ At Retirement ☐ At Age ___		
Convert to annuity? (Fill below if checked)	☐	☐	☐	☐		
At age						
Annuity rate						

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	Defined contribution accounts		LIRA accounts	
	Client	Co-client	Client	Co-client
Current value				
Employee monthly savings ($ or % of salary)				
Employer monthly savings ($ or % of salary)				
Pre-retirement rate of return (%)				
Retirement rate of return (%)				
Conversions (skip if not applicable)				
Covert to...				
Covert at...	☐ Automatic ☐ At Retirement ☐ At Age ___	☐ Automatic ☐ At Retirement ☐ At Age ___	☐ Automatic ☐ At Retirement ☐ At Age ___	☐ Automatic ☐ At Retirement ☐ At Age ___
Payout options	☐ First year payout? ☐ Use max payout?	☐ First year payout? ☐ Use max payout?	☐ First year payout? ☐ Use max payout?	☐ First year payout? ☐ Use max payout?
Governing legislative area				
Minimal payment frequency				
(If annual) make payments in...				
Convert to annuity? (Fill below if checked)	☐	☐	☐	☐
At age				
Annuity rate				

Retirement goal

	Retirement age	Life expectancy	Eligible for CPP/QPP & OAS?
Client			☐
Co-client			☐

% of current income
_________ %

OR	Monthly need (phase 1)	Monthly need (phase 2)	Monthly need (phase 3)
Age			
Amount			

Index at	_________ %

Education goals

	Goal 1	Goal 2	Goal 3
Family member			
Annual education cost (in today's $)			
Index costs by			
Education's start age			
Number of years			
Investment accounts for education: Non-registered accounts			
Current amount saved			
Current monthly savings ($)			
Assumed rate of return (%)			

Major purchase goals

	Goal 1	Goal 2	Goal 3
Description			
Purchase date			
Cost (in today's dollars)			
Index cost by			
Investment accounts for major purchases: Non-registered accounts			
Current amount saved			
Current monthly savings ($)			
Assumed rate of return (%)			

Investment accounts for education: RESP accounts			
Current amount saved			
Current monthly savings ($)			
Assumed rate of return (%)			

Investment accounts for major purchases: TFSAs			
Current amount saved			
Current monthly savings ($)			
Assumed rate of return (%)			

Life insurance

Description	Insured	Policy type	Benefit	Beneficiary	Premium	Cease Coverage	
						At age	On date

Survivor income

	If client dies...	If co-client dies...	If both die...
Lump sum needs			
Emergency fund			
Final expense (burial, probate, etc.)			
Any additional needs			
Ongoing needs			
$ or % of income			
Numbers of years to cover			

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Ongoing incomes			
Include CPP/QPP and OAS	☐	☐	☐

Disability income

	Client	Co-client
Income need in the event of a disability (% of income or $)		

Disability Insurance

Description	Insured	Policy type	Benefit	Premium	Waiting period	Benefit period