



Client Data Collection

The Corporations Act requires an adviser to have reasonable grounds for making investment recommendations. An adviser must conduct an investigation of a client's financial needs, objectives and circumstances.

The enclosed worksheets are designed to assist the adviser to collate this information.

This information will be held in the strictest confidence and will be used solely for the preparation of financial planning and investment advice.

Client Name _____

Date Completed _____

Adviser Name _____

Income & Expenses

Income

	<u>Client 1</u>	<u>Client 2</u>
Employment		
Business		
Super Pension/annuity		
Social Security		
Other		

Notes on Income

- Duration
- Potential Changes
- Soc Sec entitlements
- Potential P/T work

Living Expenses

Ref Worksheet if required

Other Expenses/Notes

- Regular (eg loans)
- Expected One Off
- Timing

Liabilities

Loans

- Home
- Personal
- Credit Cards
- Investment

<u>Description/security</u>	<u>Start/End Date</u>	<u>Owner</u>	<u>Current Value</u>

Personal Insurances

- Life
- T&PD
- Trauma
- Income Protection
- General

<u>Type of Cover</u>	<u>Premium</u>	<u>Sum Insured</u>	<u>Life Insured/Owner</u>

Limited Advice

Is advice to be limited to specific issues?

- Discuss Ramifications
- What is/is not included
