



## VWG Financial Affairs Checklist

VWG prioritizes planning - whether it is saving for college, planning for retirement or preparing your financial affairs should you die or become incapacitated. While we understand these are difficult conversations, we want our clients to be prepared for a designated family member or representative to assume temporary or full responsibility for your financial affairs.

**These suggestions go beyond organizing your financial records and keeping your wills and trusts current, but are extremely important:**

- Create a detailed list of assets, accounts, electronic IDs and passwords, trusted advisors with contact details, which should be regularly updated.
- Share this list with a spouse, and an age-appropriate child or close relative and keep it in an extremely secure physical or electronic vault. Make sure that your spouse, child or relative knows how to access the physical or electronic vault.
- If you have a safety deposit box at a bank, make sure that someone other than you can access the box. Check with your bank about the process for adding another party to the box and make sure that this individual knows where your safety deposit keys are stored.
- Write down and maintain a list of treasured possessions that you would like to go to specified family member, friends, and charities after you pass. Consider 'paring down' obsolete or unneeded items now.
- Consider working with a close family member, friend or facilitator to compile and convey your "Five Wishes" advanced care directive. Please ask your VWG advisor to learn more about this.
- Consider making gifts, or initiating gifting plans, to family members when they can be used and when they can be whole-heartedly acknowledged.
- Make a list of any organization or group that you have membership in, such as veteran's groups, alumni groups, or professional associations. These will ultimately need to be cancelled, but in some cases these types of organizations have benefits, at no cost, for beneficiaries, including accidental life insurance. This should include charitable organizations that you support or are close to your heart, as these are good candidates for donations from family and friends in your memory.

**“Putting your house in order, if you can do it, is one of the most comforting activities, and the benefits of it are incalculable.” - Leonard Cohen**

*VWG Wealth Management is a group of investment professionals registered with Hightower Securities, LLC, member FINRA and SIPC, and with Hightower Advisors, LLC, a registered investment advisor with the SEC. Securities are offered through Hightower Securities, LLC; advisory services are offered through Hightower Advisors, LLC.*