LOSS OF SPOUSE

CHECKLIST

SEPHTON FINANCIAL

WIDOW & WISDOM™

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GENERAL INFORMATION	YES	NO	N/A
1. Has relevant personal information been gathered? • Name, age, health status • Dependents and family members			
2. Has financial situation been assessed? • Income • Expenses • Assets • Liabilities • Insurance coverage			

NOTES:

GENERAL INFORMATION	YES	NO	N/A
1. Have family members, friends, and employer been contacted?			
2. Were written wishes of the deceased reviewed?			
3. Has a funeral home/funeral director been engaged?			
4. Is the funeral service organized?			
5. Have burial, interment, or cremation arrangements been made?			
6. Has the obituary been drafted and sent to the appropriate newspapers/publishers?			
7. Are funeral expense payment arrangements complete?			
8. If deceased was a business owner, have provisions been made for the short-term continuation of the business?			

NOTES:

NEXT STEPS: GETTING ORGANIZED

YES NO N/A

1. Have the appropriate records been gathered and organized?

- Birth certificate
- Marriage certificate
- Divorce decree
- Military service
- Death certificate
- Life insurance policies
- Investment documents
- Will
- Tax information
- Employee benefits information

2. Have appropriate advisors been contacted?

- Attorney
- Accountant/tax advisor
- Insurance professional
- Other(s)

NOTES:

INSURANCE CONSIDERATIONS

YES NO N/A

1. Have claims been filed with insurance companies?

- Individual life insurance policies
- Group life insurance policies
- Employer-based life insurance policies
- Accidental death and dismemberment policies
- Travel insurance policies
- Mortgage life insurance policies
- Credit life insurance policies

2. Have surviving spouse's insurance needs been re-evaluated?

- Life insurance
- Health insurance
- Disability insurance
- Homeowners insurance
- Auto insurance
- Liability insurance
- Long-term care insurance

3. Have beneficiary designations been reviewed and changed as appropriate?

NOTES:

OTHER AVAILABLE BENEFITS

	YES	NO	N/A
1. Have other available benefits been claimed and/or agencies notified?			

- Social Security survivor's benefits
- Social Security death benefits
- Federal employee benefits
- Civil service benefits
- State government employee benefits
- Military benefits
- Deceased spouse employee benefits
- Qualified retirement plan/IRA benefits

NOTES:

RETIREMENT PLANNING CONCERNS

	YES	NO	N/A
1. Have retirement planning needs been re-evaluated?			
2. Have beneficiary designations for existing IRAs and retirement plans been updated as appropriate?			

NOTES:

SETTLING THE ESTATE

	YES	NO	N/A
1. Have the executor/administrator, trustee(s), guardians, and heirs been contacted?			
2. Has an attorney and/or other advisor(s) been contacted?			
3. Have the appropriate records been gathered?			
4. Is probate necessary?			
5. Has a Taxpayer Identification Number (TIN) been obtained?			
6. Have creditors been notified?			
7. Have other institutions been notified?			
8. Have assets been distributed to heirs?			

SETTLING THE ESTATE (CONTINUED)	YES	NO	N/A
9. Have appropriate tax returns been filed?			

NOTES:

SURVIVING SPOUSE'S ESTATE PLANNING CONCERNS	YES	NO	N/A
1. Is there an updated will?			
2. Have advanced medical directives been prepared? • Durable power of attorney • Living will • Health-care proxy			
3. Have letters of instruction been prepared?			
4. Does plan for estate tax need to be reviewed?			

NOTES:

TAX PLANNING CONCERNS	YES	NO	N/A
1. Has a tax advisor been contacted?			
2. Has a change in filing status been evaluated?			
3. Have the tax consequences of making gifts been considered?			
4. Has surviving spouse inherited retirement plan assets (income in respect of a decedent)?			

TAX PLANNING CONCERNS (CONTINUED)	YES	NO	N/A

NOTES:

TAX PLANNING CONCERNS	YES	NO	N/A
1. Has a tax advisor been contacted?			
2. Has a change in filing status been evaluated?			
3. Have the tax consequences of making gifts been considered?			
4. Has surviving spouse inherited retirement plan assets (income in respect of a decedent)?			

NOTES:

REASSESSING THE FINANCIAL SITUATION	YES	NO	N/A
1. Have jointly owned assets been retitled? • Real estate • Vehicles • Investments • Bank accounts			
3. Have other financial goals/needs been reviewed? • Readjustment period • Emergency fund • College • Other purchases • Vacations			
4. Has survivor's credit situation been discussed? • Obtain credit reports • Contact existing creditors • Establish separate credit if necessary			

REASSESSING THE FINANCIAL SITUATION (CONTINUED) YES NO N/A

NOTES:

IMPORTANT DISCLOSURES:

Registered Representative offering securities through Cetera Financial Specialists LLC, member FINRA/SIPC. Advisory services are offered through Cetera Investment Advisers LLC. Cetera is under separate ownership from any other named entity. Sephton Financial, LLC and Cetera are not affiliated.

Individuals affiliated with Cetera firms are either Registered Representatives who offer only brokerage services and receive transaction-based compensation (commissions), Investment Adviser Representatives who offer only investment advisory services and receive fees based on assets, or both Registered Representatives and Investment Adviser Representatives, who can offer both types of services.

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