KEATS CONNELLY
ENRICHING YOUR CROSS-BORDER LIFESTYLE

INTRODUCTORY CROSS-BORDER
Document Checklist

Please return copies of your documents along with this checklist indicating all documents being sent.

NET WORTH AND CASH FLOW

- ❑ Client's most recent month's pay stubs
- ❑ Co-Client's most recent month's pay stubs
- ❑ Most recent Savings account statements from ALL financial institutions
- ❑ Most recent Checking account statements from ALL financial institutions
- ❑ Pre-nuptial agreements

INCOME TAX PLANNING - FOR LAST YEAR

- ❑ Canadian personal tax returns filed for Client
- ❑ Canadian personal tax returns filed for Co-Client
- ❑ US personal tax returns filed for both Client and Co-Client
- ❑ Corporate tax returns for all Canadian Corporations
- ❑ Corporate tax returns for all US Corporations
- ❑ All US Partnership tax returns
- ❑ All Canadian Partnership tax returns
- ❑ Any Other Business Entities: ________________________
- ❑ All tax returns Client or Co-Client filed with another country: __________________

TYPE	CDN		US		OTHER	FINANCIAL STATEMENTS	
Personal	☐ T1	☐ N/A	☐ 1040 ☐ 1040NR	☐ N/A		------------------------	
Corporation	☐ T2	☐ N/A	☐ 1120 ☐ 1120F	☐ N/A		☐ F/S	☐ N/A
Partnership	☐ T5013	☐ N/A	☐ 1065	☐ N/A		☐ F/S	☐ N/A
Trust	☐ T3	☐ N/A	☐ 1041	☐ N/A		☐ F/S	☐ N/A
S-Corp	---------------------		☐ 1120S	☐ N/A		☐ F/S	☐ N/A
Gift	---------------------		☐ 706	☐ N/A		☐ F/S	☐ N/A
Other						------------------------	

RETIREMENT PLANNING

- ❑ Client's employee benefits booklet and information for ALL retirement plans including: pension, profit sharing, stock option plans, etc.
- ❑ Co-Client's employee benefits booklet and information for ALL retirement plans including: pension, profit sharing, stock option plans, etc.
- ❑ Client's severance or termination agreement
- ❑ Co-Client's severance or termination agreement

INVESTMENT PLANNING

- ❑ Most recent statements for ALL investment accounts in Canada (personal and jointly held) including: RRSPs, RRIFs, pension plans, etc.
- ❑ Most recent statements for ALL investment accounts in the US (personal and jointly held) including: 401(k), 403(b), IRAs, pension plans, etc.
- ❑ Most recent statements for ALL investment accounts in all other countries: