

# NEW CLIENT ONBOARDING

## Phase 1- Onboarding

1 Sign Advisory Agreement



2 Onboarding Meeting



3 Open TD Ameritrade Accounts & Transfer



4 Investment Policy Meeting



5 Investment Policy Implementation



## Phase 2- Financial Planning Kickoff

1 Financial Plan Kickoff Meeting



2 Collect Additional Data & Documents



3 Build Financial Plan



4 Financial Plan Review Meeting



5 Develop Action Plan



**RAILROAD RETIREMENT**



**INSURANCE PLANNING**



**GOAL-BASED FINANCIAL PLAN**



**TAX & ESTATE PLANNING**



**INVESTMENT MANAGEMENT**



**401K RETIREMENT ANALYSIS**