



Financial Planning Checklist

BANKING AND CREDIT

- Verify balances, transactions and beneficiaries across all accounts.
- Review automatic payments, transfers and cash reserves for upcoming expenses.
- Explore higher-yield savings options and schedule recurring transfers for next year's goals.
- Update passwords, security settings and fraud alerts for all accounts.
- Establish and maintain an emergency fund of six to eight months of living expenses.
- Look for ways to reduce your consumer debt (anything under 15 years maturity) or cost of borrowing. Create a plan to pay off small balances or higher interest rate balances first.
- Review your cash flow budget to make any changes or catch discrepancies.
- When considering major purchases, check with your banker on customized financing solutions with competitive interest rates.
- Discuss credit line increases or new lending needs with your banker.
- Review your mortgage, home equity or other loans for better terms.
- Simplify your finances by closing unused accounts and setting up overdraft protection.
- Ensure you are taking advantage of account aggregation tools to view all of your financial accounts in one place.
- Actively monitor your credit reports and report any discrepancies to the respective credit bureau. Consider the benefits of locking your credit to protect your identity.
- Understand your FICO® score by visiting myfico.com.

TAXES

- Review your payroll withholding. If needed, adjust your W-4 for next year's taxes. Visit irs.gov for a tool to assist you in estimating next year's tax withholding.
- Establish a collection box or file where you can keep tax information, including charitable donations, for the current year easily accessible.
- Work with your wealth advisor and tax professional to identify any opportunities to reduce your taxable income or capital gains taxes.

INSURANCE AND HEALTH CARE

- Conduct a comprehensive review of life insurance, long-term care protection and health insurance at least every three years to ensure your coverage remains appropriate for your needs.
- Review employer benefits and ensure you are utilizing all appropriate options such as dependent care (FSA) and health savings (HSA) accounts with a high-deductible health insurance plan (HDHP).
- Inventory items in your home each year and store the list in a safe deposit box or another secure location.
- Review property and casualty insurance policies with your risk advisor to confirm you have adequate protection for homeowners, auto and other potential risks.

EDUCATION AND FAMILY

- If you have children or grandchildren, consider contributing to a 529 plan for education expenses.
- Check your flexible spending accounts and be sure you have used the full amount dedicated to health care and dependent care.

RETIREMENT PLANNING

- Review contributions made to your IRAs and employer-sponsored retirement plans, such as a 401(k) or 403(b). Maximize your contributions to take advantage of available tax deductions and employer-matching contributions. Evaluate if a Roth 401(k) is available and makes sense for your situation.
- If you are 50 or older, consider contributing an extra catch-up amount to your IRAs and/or employer-sponsored retirement plan.
- If you are changing jobs, make sure to keep track of retirement plans and consider rolling over previous funds into your new plan.
- If you are 73 or older, confirm you have satisfied your required minimum distributions (RMDs) from any traditional IRAs and employer-sponsored retirement plans by December 31.
- If you are the beneficiary of an inherited IRA, be sure to satisfy your RMD by December 31 if applicable.
- It may be beneficial to consider converting your traditional IRAs to Roth IRAs.

GIFTING STRATEGIES

- Make tax-deductible donations to your favorite non-profit organizations. Be sure to keep receipts for tax purposes.
- Consider the tax benefits of a donor advised fund (DAF).
- If you are over age 70½, consider making a qualified charitable distribution (QCD) up to \$108,000 from your IRA to potentially reduce the amount of federal taxes you owe for the year. Speak to your wealth advisor about specific rules regarding QCDs.
- Consider making gifts of up to \$19,000 per person allowed under the federal annual gift tax exclusion.*

ESTATE PLANNING AND ESTATE TAX PLANNING

- Review your estate plan and confirm your will, trust and power of attorney selections (durable, financial, medical) are current. Review beneficiary designations for all accounts and confirm no updates are needed.
- Ensure your banking and investment accounts are titled to align with what is detailed in your estate plan.
- Create a file for your beneficiaries that includes the contact information of your attorney and other advisors, names of financial institutions along with account numbers, usernames and passwords for digital access and the location of a safe deposit box.

INVESTMENT PLANNING

- Review your investment portfolio to ensure your asset allocation mix is in line with your risk tolerance and goals.
- Discuss major planned life changes or financial purchases with your wealth advisor.

OPEN COMMUNICATION AND ASSESSMENT

- Share all relevant financial details with key family members or designated beneficiaries, including income, assets, expenses, savings, investments, and any debts such as credit cards, student or auto loans, mortgages and obligations like child support or alimony.
- Discuss your money mindsets by sharing your spending and saving habits and how your upbringing and past experiences have shaped them. Approach these conversations with empathy and patience.
- Establish regular money meetings by scheduling quarterly or annual check-ins to review your financial picture, track progress and adjust your plan as needed.

PLANNING FOR NEXT YEAR

- Establish or reconfirm short- and long-term financial goals with your banker, advisor and tax professional.
- Your financial situation and goals will change over time, so review your entire plan at least once a year.
- Consider consulting with a financial advisor, tax professional or estate attorney for guidance. Involve your banker, risk advisor or wealth advisor for a holistic, team approach.

WE'RE HERE TO HELP

This checklist is just a starting point. Connect with your Frost banker, risk advisor or wealth advisor today to build a strategy that helps you achieve your financial goals, now and in the future.

FrostBank.com

*The annual gift tax exclusion limit increases with inflation.

Frost Bank and its affiliates do not provide tax or legal advice. For guidance tailored to your personal circumstances, please consult a qualified, independent tax or legal advisor. Investment management and trust services are offered through Frost Wealth Advisors of Frost Bank. Brokerage services are offered through Frost Brokerage Services, Inc., Member FINRA/SIPC, and investment advisory services offered through Frost Investment Services, LLC, a registered investment adviser. Both companies are subsidiaries of Frost Bank. Additionally, insurance products are offered through Frost Insurance.

Deposit and loan products are offered through Frost Bank, Member FDIC.

Investment and Insurance Products: **Not FDIC Insured. Not Bank Guaranteed. May Lose Value.**

