

# CONFIDENTIAL QUESTIONNAIRE



DALLAS SEMINARY  
FOUNDATION

*This confidential questionnaire helps identify your current family and financial situation and your concerns, interests, and goals.*

*Dallas Seminary Foundation specializes in assisting individuals with traditional planning and creative charitable planning ideas for your unique situation to help you reach your goals.*

*Please call us if you have any questions or when you are prepared to explore your different planning options*

*Our complementary planning services are offered as a ministry of Dallas Theological Seminary.*

---

Name

---

Date

3909 Swiss Avenue  
Dallas, Texas 75204

214-887-5190

Fax 214-887-5519

foundation@dts.edu

[www.dallaseminaryfoundation.org](http://www.dallaseminaryfoundation.org)

# PERSONAL INFORMATION

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Health \_\_\_\_\_

Spouse's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Health \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Occupation \_\_\_\_\_ Business Address \_\_\_\_\_

Spouse's Occupation \_\_\_\_\_ Business Address \_\_\_\_\_

Business Phone \_\_\_\_\_ Spouse's Business Phone \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

FORMERLY MARRIED? Husband:  Yes  No    Wife:  Yes  No

## CHILDREN

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Sex \_\_\_\_\_ Spouse's Name \_\_\_\_\_ Children's Ages \_\_\_\_\_

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Sex \_\_\_\_\_ Spouse's Name \_\_\_\_\_ Children's Ages \_\_\_\_\_

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Sex \_\_\_\_\_ Spouse's Name \_\_\_\_\_ Children's Ages \_\_\_\_\_

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Sex \_\_\_\_\_ Spouse's Name \_\_\_\_\_ Children's Ages \_\_\_\_\_

Do any of your children have permanent disabilities?  Yes  No If yes, explain: \_\_\_\_\_

## PARENTS (if living)

### Client:

Father \_\_\_\_\_ Age \_\_\_\_\_ Health \_\_\_\_\_ City and State of Residence \_\_\_\_\_

Mother \_\_\_\_\_ Age \_\_\_\_\_ Health \_\_\_\_\_ City and State of Residence \_\_\_\_\_

### Spouse:

Father \_\_\_\_\_ Age \_\_\_\_\_ Health \_\_\_\_\_ City and State of Residence \_\_\_\_\_

Mother \_\_\_\_\_ Age \_\_\_\_\_ Health \_\_\_\_\_ City and State of Residence \_\_\_\_\_

Anticipated Inheritance: \_\_\_\_\_

Is it likely that you will need to provide financial assistance to your parents or other relatives?  Yes  No

Additional information of which we need to be made aware: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# CONSULTANTS FOR FINANCIAL & BUSINESS PLANNING

---

## ATTORNEY

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

## ATTORNEY

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

## ACCOUNTANT

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

## LIFE UNDERWRITER

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

## INVESTMENT ADVISOR

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

## OTHER ADVISOR

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

# BALANCE SHEET (REASONABLE ESTIMATES OF VALUE ARE ADEQUATE)

ASSETS	HIS SEPARATE	HER SEPARATE	JOINT/ COMMUNITY	TOTAL
Cash & Cash Equivalents				
Cash				
Bank Account				
Bank Account				
Fixed Return Investments				
Bonds				
Notes Receivable				
Publicly Traded Stock				
Closely Held Stock				
Investment Real Estate				
Other Investments				
Retirement Plans				
IRA				
Profit Sharing Plan				
401(k) Savings				
Residence				
Personal Property				
<b>TOTAL ASSETS</b>				
<b>LIABILITIES</b>				
Residential Mortgage				
Real Estate Mortgage				
Other				
Total Liabilities				
<b>NET WORTH</b>				

# LIFE INSURANCE SUMMARY

COMPANY	INSURED	OWNER	FACE AMOUNT	ANNUAL PREMIUM/ CASH VALUE	PRIMARY/ SECONDARY BENEFICIARIES

# RETIREMENT PLAN SUMMARY

COMPANY	PLAN PARTICIPANT	ACCOUNT VALUE	PRIMARY/ SECONDARY BENEFICIARIES

# ESTATE, INCOME & GIFT PLANNING

Much of our planning revolves around the potentially large estate tax associated with the passing of wealth to heirs. Federal estate taxes are assessed against everything you own (subject to exclusions/limitations) at the time of your death including life insurance and retirement plans. Unless properly planned for, this tax can cause serious financial problems for your heirs. But let's suppose for a moment there is no estate tax. In a world without this type of "transfer" tax, what percent of your estate would you leave to your children? \_\_\_\_\_ To charity? \_\_\_\_\_ (We assume that each spouse leaves his or her estate to the surviving spouse and assets are passed to heirs only after the death of the surviving spouse.)

1. Based upon the size of your estate, is there a particular dollar amount that you would like for your children to inherit? How much is enough?

---

---

Do you want to give an equal inheritance to each of your children? Why? Why not?

---

---

Would you like any individuals (other than your children) to benefit from your estate?

---

---

2. Is there a particular asset in your estate that you have a strong interest in passing to your heirs? (i.e., family farm, business interest, etc.) Please explain.

---

---

If the asset is a business, are any of the children employed by the business?

---

---

3. Do you have any highly appreciated assets? Please describe.

---

---

4. If a portion of your estate is left to charity, would you rather have it disbursed immediately at your death, or held in an account for your beneficiaries to make recommendations on charitable disbursements?

---

---

5. To which ministries would you be willing to make large gifts?

---

---

6. Other objectives and concerns:

---

---

# DOCUMENT CHECKLIST

---

The following documents will help us as we prepare your planning report. Please forward copies of them to us at your earliest convenience. They will make our time together more productive and will enable us to serve you better as you seek to glorify God with the resources He has entrusted to you.

These items are especially critical in your planning:

- Recent financial statements (Please note if there is separately owned property.)
- Beneficiary designations for all life insurance policies, retirement plans, IRAs, etc.
- Buy/sell agreements for your business
- Gift tax returns, if any
- Income tax returns (last two years, if possible) – Optional
- Wills and trusts

With respect to the following items, please use your discretion and only send those that are pertinent to your planning at this time.

- Tax basis information on major assets (a reasonable estimate)
- Employee benefit statement and booklets
- Employment contracts, if any
- Investment documents and brokerage statements
- Life insurance projections/ledger statements
- Loan agreements, if significant or unique
- Partnership agreements
- Retirement plan statements and descriptions, i.e., for deferred compensation, pension, profit sharing, Keogh and/or IRA plans
- Pre and postnuptial agreements; divorce decrees