



Chan & Naylor
Our People. Your Advantage.

**Strategic Financial Consultation
Client Information Form**

Chan & Naylor Pymble
Suite 5, Level 2
55 Grandview Street
Pymble NSW 2073
Tel: 02 931 5000

www.pymbleaccountants.chan-naylor.com.au
Email: receptionp@chan-naylor.com.au

A Strategic Financial Consultation is a holistic review of your wealth creation goals, taking into account issues around tax, asset protection, estate planning, finance and structures, to assist you in meeting your objectives.

1. Enter your name here
2. Fill out the **Order Form**.
3. Attach any relevant documents or extra notes.
4. Please indicate the **most preferable time** and days for your Strategic Financial Consultation

Day: _____ (between Mon-Fri) Time: _____ (between 9am-3pm)

Office: Suite 5, Level 2, 55 Grandview Street Pymble NSW 2073

Phone: 02 9391 5000

5. Send all completed forms by:

Email: receptionp@chan-naylor.com.au

We will be in touch with you shortly to schedule your appointment.

Kind Regards
Cindy Su | Managing Partner | Pymble



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Services

Strategic Financial Consultation			
Advanced Financial Strategic Consultation			
Prices Include GST	Total (Inc GST)		

Payment Details

Credit Card	<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA	<input type="checkbox"/> Other	Expiry	Name on Card
Card Number					
Amount \$		CVV	Signature		

Cheque

Direct Deposit BSB: 082- 330
 Account Number: 905067365
 Account Name: Chan and Naylor Pymble

Reference:

What information and knowledge do you hope to gain from your consultation?

Not a Financial Plan

Information provided by us to you during your consultation or financial strategic Consultation is of a general nature and not intended to be nor purported to be financial advice. Chan & Naylor Parramatta(or any of the director/s, officers, employees, licensees or contractors) are NOT Australian Financial Services Licensees authorised to provide financial product advice or deal in financial products including SMSF. Any discussion during a Financial Strategic Consultation or other consultation about superannuation, shares, managed funds, investments, or similar topics are only made in the context of accounting and taxation and should not be taken to be general or personal financial advice to you. You must not act on any matter discussed without taking professional advice from a licensed financial planner who will take due regard to your specific and particular needs.

At your request Chan & Naylor may also refer you to Chan & Naylor Finance for specific loan product information. Chan & Naylor Finance is a Credit License holder No 389819

Agency Agreement

You appoint Chan and Naylor Parramattaor its related companies or any of their directors, officers, employees or licensees ("Chan and Naylor") as your agent to undertake communication or correspondence with any required legal advisor to provide you with legal advice. Chan and Naylor will maintain the confidentiality of any communications or correspondence so created within the law and use such information in furtherance of your requirements.

Privacy / Communication Agreement

It is our policy not to sell or pass on any personal information that you may have provided to us unless we have your express consent to do so. Your details will be added to the Chan & Naylor data base and you will receive communications from Chan & Naylor in the form of newsletters, tax notifications and promotional material. You can opt out by selecting unsubscribe.

From time to time, we may receive requests to furnish your financial details to third parties. In order to comply with privacy laws please acknowledge that we are able accept your verbal authority as legal confirmation in these circumstances. An exception to this is where Chan & Naylor may be required by law to disclose certain information.

CLIENT ACKNOWLEDGEMENT AND AGREEMENT OF ABOVE BY SIGNATURE BELOW: (To be signed in the office)

1. CLIENT SIGNATURE:

2. CLIENT SIGNATURE:

DATE:



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Client Details

	Title	First Name	Surname	D.O.B	Age	Sex (M/F)	Relationship
1							Client 2
2							Client 1

Address	Suburb	State	Post Code
Home			
Postal			

Address	
1	
2	

	Phone	Work	Mobile	Email Address
1				
2				

	Dependant / Child's Name	Age	Sex	Living at home Y/N	Salary	Comments
1						
2						
3						
4						

How did you hear about Chan & Naylor?				
Book	Seminar	Website	Referred	Email
If Friend /Family, have they had a Financial Strategic Consultation? Y / N Who they saw:				
OTHER:				

Client Information Form

Income Details

Tell us about your business

	Business Name	Description	Corporate Structure (attach hand drawn picture on page 9 if necessary)	Ownership Details	Turnover \$000	Business Assets	Value of Business Assets \$000	No. of Employees	Date Started
1									
2									
3									
4									

Tell us about your employment

	Client Name	Job Description	Dated Started	Salary \$000	Bonuses \$000	Qualifications	Additional Super Contributions	Comments
1								
2								
3								
4								

Client Information Form
Property Investment Details

Do you have any property?

Property Details (include your Principal Place of Residence)

	Suburb	State	Ownership Details	Property Type	Date of Purchase	Purchase Price \$000	Current Market Value \$000	Debt \$000	Loan Type/ Lender	Equity \$000	Weekly Rental Income	Depreciation Claimed?	Have you lived in this property?
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													

What are your future property investment plans?

Comments

Client Information Form

Shares and Managed Funds Details

Do you own any Shares or Managed Funds?

Share/Managed Funds Details

	Name	Ownership Details	Date of Purchase	Total Value of Purchase \$000	Current Market Value \$000	Debt \$000	Loan Type	Equity \$000	Dividend	Holding or selling?
1										
2										
3										
4										
5										
6										
7										
8										
9										

What are your future shares or managed funds investment plans?

Would you like an analysis of your future shares and managed funds plans by a Chan & Naylor Financial Planner?

Yes

Not Yet

Never

Comments

Client Information Form
Other Assets and Liabilities Details

Lifestyle Assets

Home Contents
Motor Vehicle(s)
Other Vehicle(s)
Collectibles/Antiques
Other
Other
Total

Description	Value (\$)	Owner
	\$	

Superannuation Assets

Superannuation 1
Superannuation 2
Superannuation 3
Superannuation 4
Total

Superannuation Provider (SMSF, Industry, Retail, etc)	Insurance Yes / No	Current Value	Owner
		\$	
		\$	
		\$	
		\$	
		\$	

Liabilities

Mortgage
Personal loan(s)
Credit Card(s)
Credit Card(s)
Business Loan(s)
Lease(s)/rental agreement
Other
Other
Total

Balance Owing (\$)	Lender	Interest Rate (%)	Repayment Amount	Repayment (P&I-I/O)	Owner
\$			\$		

Client Information Form

Objectives

In what areas do you require assistance and what's important about money to you?

Please describe what you would like to achieve over the following timeframes:

Short Term (Immediate):

Medium Term (2 - 5 years):

Long Term (5yrs +):

Client Information Form

Insurances & Wills

Insurances – Do you have:			
Life Insurance?	No go to next question	Yes	Approximate Insured Value \$
Income Protection?	No go to next question	Yes	Approximate Insured Value \$
Trauma Insurance?	No go to next question	Yes	Approximate Insured Value \$
Would you like a free analysis of your various insurances by a Chan and Naylor Financial planner ?			Yes Not Yet NO
Will – Do you have a will?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you Have Enduring Powers of Attorney? <input type="checkbox"/> Yes <input type="checkbox"/> No

Notes and Diagrams