



Your Money Checklist

Professionals like pilots and doctors use checklists as a failsafe against imperfect human memory to ensure important steps are not overlooked in complex processes. In these fields, checklists save lives. Applying this simple principle to your money can help you quickly test your financial well-being and provide a clear picture of areas in which you can improve. Use this checklist on a periodic basis to make sure you are not neglecting any one area of your financial picture.

Date Used: _____

| Emergency Fund | YES | NO | N/A |
|---|--------------------------|--------------------------|--------------------------|
| I have enough cash saved in a separate savings account to get me through six months of living expenses in the event I lost my income. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I'm earning the best interest rate possible on this money by taking advantage of an online savings account. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I don't tap my emergency fund for "non-emergencies" like months I accidentally spend too much on credit cards. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Credit Card Debt | YES | NO | N/A |
| I am not going into new credit card debt. I pay off my new balance in full every month. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If in debt, I know my interest rate. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If in debt, I have tried to lower my interest rate either by calling my card issuer or transferring the balance. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If in debt, I have a plan to pay off this credit card debt before putting money to other goals. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| If not in debt, I take advantage of credit card rewards. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If not in debt, I understand my card's fee schedule. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Student Loans | YES | NO | N/A |
| I understand how much student loan debt I have. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I know the interest rate, term, payment, and owner of each of my student loans. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I have my student loans set to automatic payment each month so I don't miss a payment. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Saving | YES | NO | N/A |
| I know what one thing I'm saving for next. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I contribute at least enough to my employer's 401(k) or other retirement plan to take advantage of any matching. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If eligible, I contribute up to \$5,000 to a Roth IRA. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I have a certain amount of savings on "auto pilot". In other words, I transfer or direct deposit money automatically to a savings account each week or pay period. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Investing | YES | NO | N/A |
| My money is invested in a mix of stocks and bonds appropriate for my age and risk tolerance. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I understand the fees associated with all of my investments and am comfortable with them. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| I am taking advantage of tax advantaged accounts (IRAs, 529s, etc. before investing in taxable accounts). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I do not have idle cash that should be invested. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I have decided on an investing strategy that I will stick to even when the markets are volatile. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Expenses | YES | NO | N/A |
| I know what I spend my money on each month. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I don't have any unused subscriptions that I could have money on but I'm too lazy to cancel. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| My monthly housing payment is less than 30% of my gross income. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I don't have a car payment. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If a homeowner, I have investigated refinancing at lower interest rates to save money in the long term. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I make lists and look for coupons to save money on routine shopping trips. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I plan big purchases and wait for sales to buy. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Credit | YES | NO | N/A |
| I know my current credit score, at least roughly. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I have checked my credit reports at least once in the last year for accuracy. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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|---|--------------------------|--------------------------|--------------------------|
| I auto-pay or otherwise have a system for paying all monthly bills on time. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I have 2-3 credit cards open for building good credit, even if I don't use them every month. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Relationships | YES | NO | N/A |
| I regularly have open conversations about money with my partner. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| My partner and I know each other's net worth and credit scores. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| My partner and I have joint financial goals. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Income | YES | NO | N/A |
| I have a second stream of income or a plan for diversifying my income. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I'm actively learning or increasing my skills and value to my employer. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I'm actively building my network. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other | YES | NO | N/A |
| If I have children or a dependent spouse, I have level term life insurance. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I have a drawer or file with all of my important financial records (tax returns, list of accounts, life insurance policies etc.) and a loved one knows where to find in just in case. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |