THE ASSET PROTECTION PLANNING SEQUENCE

Attorney Actions		Client Actions
Explains the nature of asset protection planning, the process, compensation, documents and data required, relationship to other advisors (Team Approach).	Initial Meeting	**Asks Questions** about the process and services, makes informed decision to proceed, and then retains attorney to assist.
Provides client with a checklist of required documents and forms for providing relevant data. Compiles data from client.	Data Gathering	**Gathers Documents and Fills In Data Forms** as accurately and completely as possible. Provides goals.
Reviews and Analyzes client's total financial and legal position. Identifies financial, personal, and legal goals and objectives, and clarifies what outcomes are desired. Assesses client's risk/reward profile, evaluates asset liability and cash flow positions, pending or threatened legal proceedings, pending or contemplated bankruptcy proceedings, and all related issues.	Analysis	
Develops Asset Protection Plan with assistance from other advisors and consultants as required. Reviews legal and economic alternatives, strategies, and investment/financial vehicles. Formulates recommendations to achieve objectives consistent with client resources, attitudes, and risk tolerance.	Plan Formulation	**Provides Feedback** to allow attorney to fine-tune the plan.
Preparation of an Asset Protection Plan Letter with: 1) balance sheet analysis; 2) risk/concerns analysis; 3) alternative plans; 4) risk factors. This is normally a 10 page or more letter	**Your Plan Document**	**Carefully Reviews Plan** and discusses pros and cons of various options. Discusses likes and dislikes of plan options and assists attorney in refining plan to meet financial and personal goals, while also satisfying the legal objective of asset protection. Engages attorney to assist in implementation. Authorizes steps necessary to implement.
Presents Final Plan in writing to clients; meets with clients for extensive in-person meeting for thorough discussion of plan to confirm clients have a full understanding of issues and recommendations.	Plan Presentation	
Assists Client in Implementation and coordinates financial team activities.	Plan Implementation	**Continues to Work with Attorney** to accomplish necessary measures.
Monitors Plan Progress and advises client on factors which could affect plan progress.	Performance Monitoring	**Consults with Attorney** as necessary.
	Plan Review & Revision	**Advises** attorney of changes impacting financial status and requests revision as desired.

Tuesday, June 14, 2011