Property, business and tax accountants

www.chan-naylor.com.au

Financial Strategic Consultation
Client Information Form

C.N.A

Chan & Naylor Australia – Head Office
Suite 5, 55 Grandview St
PYMBLE NSW 2073
(02 9391 5400
7 02 9988 0324

"A Financial Strategic 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."

Congratulations on taking this proactive step ...

To ensure your Financial Strategic Consultation is both efficient and effective, please follow these simple steps:

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 location for your Financial Strategic Consultation

   Day________________________ (between Mon-Fri) Time________________ (between 9am -3pm)

NSW:	q Eastern Suburbs	q Parramatta	q Pymble
VIC:	q Melbourne		
WA:	q Perth		
QLD:	q Brisbane	q Gold Coast	
OTHER:	q By Phone		

5. Send all completed forms by:

   * Mail to Chan & Naylor Australia, PO Box 6063 PYMBLE NSW 2073

   7 Fax to 02 9988 0324 Email to: FSC@chan-naylor.com.au

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

Kind Regards

The Chan & Naylor Team

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Services

Financial Strategic Consultation	395.00		
Advanced Financial Strategic Consultation	550.00		
Prices Include GST	Total (Inc GST)		

Our books can be purchased from our website www.chan-naylor.com.au

Payment Details (PLEASE NOTE: PAYMENTS ARE CHARGED APPROX 5 WORKING DAYS BEFORE APPOINTMENT)
(2% Credit card Surcharge, 3%Amex Surcharge, appointment cancellations will incur a fee of $22).

Credit Card	☐ MasterCard	☐ VISA	☐ AMEX	Expiry	Name on Card
Card Number					
Amount $		Signature	?		

Cheque Post to Chan & Naylor Pty Ltd PO Box 6063, Pymble NSW 2073
(Chq's will be banked 7 working days before appointment)

Direct Deposit BSB: 082 330
Account Number: 5942 32916
Account Name: Chan & Naylor Australia
Reference: YOUR FULL NAME

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 Australia Pty Ltd and related accounting companies (or any of their directors, officers, employees, licensees or contractors) are NOT Australian Financial Services Licensees authorised to provide financial product advice or deal in financial products. 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 refer you to Chan & Naylor Financial Planning Pty Ltd, a corporate Authorised Representative (No. 331168) of PATRON Financial Advice, AFSL No.307379.

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 Pty Ltd or 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:

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							*To Client 2*
2							*To Client 1*

Address	Suburb	State	Post Code
Home			
Postal			

Email

1	
2	

	Phone	Work	Mobile	Fax	Other
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? (If referred, please tell us how) PLEASE BE SPECIFIC

tick box à ¨ Book ¨ Seminar ¨ Website ¨ Friend/Family ¨ Radio/TV

If Friend /Family, have they had a Financial Strategic Consultation? Y / N Who they saw:

OTHER:

Client Information Form

www.chan-naylor.com.au

Income Details

Tell us about you & your business

	Business Name	Description	Corporate Structure (attach hand drawn picture on page9 if necessary)	Ownership Details	Turnover $000	Business Assets	Value of Business Assets $000	Number of Employees	Date Started
1									
2									
3									
4									

What are your sources of income?

	Client Name	Job Description	Dated Started	Salary $000	Bonuses $000	Qualifications	Additional Super Contributions	Comments
1								
2								
3								
4								
5								
6								

Client Information Form

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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										

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? à	Yes . Not Yet . Never
Comments	

Client Information Form

Other Assets and Liabilities Details

Lifestyle Assets	Description	Value ($)	Owner
Home Contents			
Motor Vehicle(s)			
Other Vehicle(s)			
Collectibles/Antiques			
Other			
Other			
Total		$	

Superannuation Assets	Superannuation Provider (SMSF, Industry, Retail, etc)	Insurance Yes / No	Current Value	Owner
Superannuation 1			$	
Superannuation 2			$	
Superannuation 3			$	
Superannuation 4			$	
Total			$	

Liabilities	Balance Owing ($)	Lender	Interest Rate (%)	Repayment Amount	Repayment (P&I – I/O)	Owner
Mortgage						
Personal loan(s)						
Credit Card(s)						
Credit Card(s)						
Business Loan(s)						
Lease(s)/rental agreement						
Other						
Other						
Total	$			$		

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 +):

Insurances – Do you have:		
Life Insurance?	. No à go to next question . Yes à Approximate Insured Value	$
Income Protection?	. No à go to next question . Yes à Approximate Insured Value	$
Trauma Insurance?	. No à go to next question . Yes à Approximate Insured Value	$
Would you like a free analysis of your various insurances by a Chan and Naylor Financial planner ? à		Yes . Not Yet . Never
Will – Do you have a will? Yes. No	Do you Have Enduring Powers of Attorney Yes. No	

Notes and Diagrams