



ALLEN &
COMPANYSM
EST. 1932

Your Essential 2024-2025 FINANCIAL PLANNING CHECKLIST



Getting (and keeping) your financial house in order begins with being organized. Going through this checklist by yourself is a fantastic organization exercise and learning tool.

There's no better way to plan for a successful 2025 and ensure the best from 2024, than to take the time to review these options with your financial and tax advisors.

Financial Planning

Update the spending, income, and market values of your existing Financial Plan or start the financial planning process with your financial advisor.

Define your top 3-7 goals for 2025.

Top off your emergency fund. Three to nine months of spending money is a good base, but you may want to increase if you feel comfortable.

Automate your savings goals. Set up automatic bill payments and automatic savings. Automating your savings goals should include investment accounts and as well as vacations, emergency funds, etc.

Review your benefits with your employer. Have your health insurance costs changed? Are there benefits available that you are not taking advantage of?

Make sure you're contributing the maximum amount to your 401(k) and that you are properly invested. For 2025 the contribution limit is \$23,500 or (31,000 if you are age 50 or older).

Consider funding a Roth IRA with your financial advisor to take advantage of tax-free earnings growth and withdrawals. For 2024 and 2025 the contribution limit is \$7,000 or \$8,000 if you are 50 or older.

If you don't have an FSA or HSA consider funding that during your Employer annual benefit and enrollment period

Obtain an updated Social Security statement. If you haven't already, register at [SSA.gov](https://ssa.gov)



Organize your important documents to stay current with your financial position and to ensure that your loved ones can easily find it if something happens to you.

Did you do charitable gifting for 2024? If you are required to take distributions from your IRA, you can avoid paying taxes on those distributions by making those gifts. Also, consider gifting appreciated stock to save on capital gains.

Now is a good time to review your asset allocation with your advisor and decide what might need trimming and what should be increased. Getting back to your target allocation may involve selling stocks that have significant gains. You may be able to offset those gains and reduce your tax bill through tax loss harvesting, meaning selling investments that have lost value and using those capital losses to offset capital gains (or in the absence of gains, up to \$3,000 a year in income). Rebalancing a portfolio may cause investors to incur tax liabilities and/or transaction costs and does not assure a profit or protect against a loss.

Have a conversation with your financial advisor and tax professional about current gift limits and upcoming changes. It is important to consider the lifetime estate deductions when making those gifts as well.

Take required minimum distributions (RMDs) if you're age 73 or older in 2025.

Consider converting a portion of your traditional IRA or 401(k) to a Roth in years where income taxes may be lower. Request that your financial advisor run a Roth Conversion calculation for you to consider.

Estate Planning

Review your will, power of attorney and health care proxy to make sure it still reflects your wishes. Review the titling, including joint accounts, and beneficiaries to ensure that they follow your wishes.

Create a power of attorney and health care proxy for your unmarried adult children. Once children turn 18, you no longer have guardianship over their assets and health. These legal documents ensure you can act if they can't in an emergency.



529 Plans

Review asset allocation and explore the possibility of gifting (up to 5 years), which would allow for \$95,000 per donee (\$190,000 contribution per donor for a married couple). A 529 plan may also be used for qualified k-12 education expenses (up to \$10,000 per year). New in 2024 for Roth IRAs: conversion for unused 529 plan dollars. Consult your financial advisor for more details.

Protection

Review your home, auto, and umbrella insurance liability limits to make sure they reflect changes in your net worth. Is your coverage enough, especially given today's increased replacement costs?

Consider long-term care insurance. If you have a policy is your long-term care company raising rates? Make sure you review your long-term care and life insurance coverages with your financial advisor.

Life Changing Events

If you have had life changing events occur during the year, be sure to notify your financial advisor. Financial/tax changes may need to be evaluated and bank information updated as well as ensuring that your beneficiary information is updated and reflects your final wishes.

Notes: (Limited to 68 characters per line.)