## PROGRESS WEALTH MANAGEMENT'S FINANCIAL PLANNING CALENDAR FOR 2023



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PROGRESS WEALTH MANAGEMENT

## **Our Client Service Calendar**

## **JANUARY - JUNE**

- Financial Plan Review (Update Goals, Action Items & **Projections**
- Balance Sheet Update
- Credit Score Check
- Evaluate Salary against industry standards
- Weekly Newsletter
- Investments Review
- Rebalance 401k + Investment Accounts
- Examine the structure & performance of equity compensation.
- Mid Year Cash Flow Check In
- Insurance Policy Review/Check-In (P&C, Health, Life, DI)
- IRA/HSA Contribution Check-in
- Tax Return Review
- Review Tax Withholdings & Adjust W-4
- Start organizing your tax documents, especially those related to equity compensation (RSUs, stock options, etc)

## **JULY - DECEMBER**

- Revisit your financial plan in preparation for the upcoming year (October).
- Reflect on your financial and career progress over the year, and set goals for the next year (December).
- Review your retirement accounts and aim to maximize contributions before the year ends (November).
- Rebalance 401k + Investment Accounts
- Monitor Vesting Schedule Of Equity Comp & Sell As **Appropriate**
- Mid Year Cash Flow Check In
- Estate Plan Review/Check-in (update **Beneficiaries/will/etc)**
- Start your year-end tax planning early (September).
- Take advantage of any last-minute tax deductions, such as charitable donations or tech equipment purchases for your business (December).