

# Preparing a Personal Balance Sheet

Taking control of your financial future is a process. And, as with any process, it is important to monitor your progress. One of the best ways for an individual to measure financial progress is to periodically prepare a personal balance sheet. The personal balance sheet worksheet shown below helps segregate investment assets and can be used as a basis for your periodic progress measurements. It is broken into three parts to help you better understand your investments, your total financial picture and your annual progress.

## Personal Balance Sheet – Part One – Investment Assets

Date Prepared \_\_\_\_\_

Category	In Taxable Investment Accounts			In Tax Free Investments or Retirement Plan Accounts			Total
	Cash	Fixed Income	Equity	Cash	Fixed Income	Equity	
<b>Banks or Credit Unions</b>							
Checking accounts	\$	\$	\$	\$	\$	\$	\$
Savings accounts	\$	\$	\$	\$	\$	\$	\$
Certificates	\$	\$	\$	\$	\$	\$	\$
IRAs	\$	\$	\$	\$	\$	\$	\$
<b>Insurance Values</b>							
Whole life	\$	\$	\$	\$	\$	\$	\$
Universal	\$	\$	\$	\$	\$	\$	\$
Annuities	\$	\$	\$	\$	\$	\$	\$
<b>Brokerage Accounts</b>							
Money Market Funds	\$	\$	\$	\$	\$	\$	\$
Stocks	\$	\$	\$	\$	\$	\$	\$
Bonds	\$	\$	\$	\$	\$	\$	\$
Mutual Funds	\$	\$	\$	\$	\$	\$	\$
Unit trusts	\$	\$	\$	\$	\$	\$	\$
<b>Mutual Funds</b>	\$	\$	\$	\$	\$	\$	\$
Equity funds	\$	\$	\$	\$	\$	\$	\$
Taxable bond funds	\$	\$	\$	\$	\$	\$	\$
Tax free bond funds	\$	\$	\$	\$	\$	\$	\$
Balanced funds	\$	\$	\$	\$	\$	\$	\$
Other funds	\$	\$	\$	\$	\$	\$	\$
<b>Other Investments</b>	\$	\$	\$	\$	\$	\$	\$
<b>Total Investment Assets</b>	\$	\$	\$	\$	\$	\$	\$

## Personal Balance Sheet – Part Two – Total Assets and Liabilities

<b>Summary of Investments From Part One</b>	
Cash	\$
Fixed Income	\$
Equities	\$
<b>Total Investment Assets</b>	\$
<b>Real Estate</b>	
Home	\$
Vacation Property	\$
Rental Property	\$
Limited Partnerships	\$
Other	\$
<b>Total Real Estate</b>	\$
<b>Personal Assets</b>	
Jewelry	\$
Autos	\$
Furnishings	\$
Antiques	\$
Other	\$
<b>Total Personal Assets</b>	\$
<b>Other Assets</b>	
Personal Loans Receivable	\$
Business Interests	\$
Other	\$
<b>Total Other Assets</b>	\$
<b>Total Assets</b>	\$
<b>Liabilities</b>	
Home Mortgage	\$
Home Equity Loans	\$
Consumer Loans	\$
Credit Card Balances	\$
Other Liabilities	\$
<b>Total Liabilities</b>	\$
<b>Net Worth</b>	\$

## Personal Balance Sheet – Part Three – Measuring Your Progress

Year	Investment Assets	Real Estate	Personal Assets	Other Assets	Total Assets	Liabilities	Net Worth
2005	\$	\$	\$	\$	\$	\$	\$
2006	\$	\$	\$	\$	\$	\$	\$
2007	\$	\$	\$	\$	\$	\$	\$
2008	\$	\$	\$	\$	\$	\$	\$
2009	\$	\$	\$	\$	\$	\$	\$
2010	\$	\$	\$	\$	\$	\$	\$
2011	\$	\$	\$	\$	\$	\$	\$