

Portfolio Review Checklist

Stocks

Frequency of reviewing	_____	(Weekly, monthly, quarterly, etc.)
Any meeting a sell rule?	_____	(Y/N) (See sell rules; consider removing those meeting a sell rule)
Any change in strategy?	_____	(Y/N) (If yes, revise buy and sell rules)
Date for next review	_____	(State date)
Reminder set for next review?	_____	(Y/N)

Bonds

Frequency of reviewing	_____	(Monthly, quarterly, annually, etc.)
Any meeting a sell rule?	_____	(Y/N) (See sell rules; consider removing those meeting a sell rule)
Any change in strategy?	_____	(Y/N) (If yes, revise buy and sell rules)
Date for next review	_____	(State date)
Reminder set for next review?	_____	(Y/N)

Mutual Funds

Frequency of reviewing	_____	(Monthly, quarterly, annually, etc.)
Any meeting a sell rule?	_____	(Y/N) (See sell rules; consider removing those meeting a sell rule)
Any change in strategy?	_____	(Y/N) (If yes, revise buy and sell rules)
Date for next review	_____	(State Date)
Reminder set for next review?	_____	(Y/N)

ETFs

Frequency of reviewing	_____	(Monthly, quarterly, annually, etc.)
Any meeting a sell rule?	_____	(Y/N) (See sell rules; consider removing those meeting a sell rule)
Any change in strategy?	_____	(Y/N) (If yes, revise buy and sell rules)
Date for next review	_____	(State date)
Reminder set for next review?	_____	(Y/N)

Portfolio Allocation

Frequency of reviewing	_____	(Annual suggested)
Allocations within an acceptable range	_____	(Y/N) (See stated allocation)
New or changes to existing goals?	_____	(Y/N) (See Financial Goals Worksheet)
Any life stage events?	_____	(Y/N) (See Life Stage Changes Checklist)
Any change in risk tolerance?	_____	(Y/N) (If yes/unsure, retake Risk Tolerance Questionnaire)
Any change in investing preferences?	_____	(Y/N) (If yes/unsure, see How Your Portfolio Is Managed Worksheet)

(If the desired allocation has changed, transition portfolio to new allocation)

Investment Expenses

Last Time Total Cost Ratio Calculated	_____	(Annual or biannual review suggested)
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