Annuity Contract Checklist

Educational checklist only. Not individualized financial, tax, or legal advice.

Contract Snapshot

Name ____________________ **Carrier / Product** ____________________

1 Funding & Tax Bucket

- ■ Qualified (IRA / 401(k) / 403(b))
- ■ Roth (Roth IRA / Roth 401(k))
- ■ Non-qualified (taxable account)
- ■ I understand how taxes work on this contract, including penalties or RMDs if relevant.

2 What Job Is It Meant to Do?

- ■ Income now (starting within ~12 months)
- ■ Income later (starting in the future)
- ■ Principal protection with limited upside
- ■ Growth alternative to bonds or CDs
- ■ Legacy or death benefit focus

Other: ____________________

One-sentence explanation (simple enough to say out loud): ____________________

3 Contract Basics

Contract Start Date ____________________ **Surrender Ends** ____________________ **Free Withdrawal Amount** ____________________

- ■ Surrender schedule reviewed.
- ■ Withdrawal limits and exceptions reviewed.
- ■ Rider(s) reviewed (income, death benefit, long-term care, etc.).
- ■ I understand what happens if I need money early.

4 How It Grows or Credits

- ■ Fixed rate (declared rate).
- ■ Indexed (index-based crediting).
- ■ Variable (subaccounts / market exposure).

If indexed:

Index / Method	Cap	Spread	Participation

- ■ I understand what can change at renewal and what controls those changes.

5 Costs & Tradeoffs

- ■ I can list ongoing fees (if any): M&E;, admin, rider fees, fund expenses.
- ■ I understand surrender charges and the timeline.
- ■ I understand limits on upside (caps, spreads, participation).
- ■ I understand liquidity restrictions and what free withdrawals mean.

6 If Income Is the Job

Income Start Date	Payout Type (Single / Joint / Period Certain)

- ■ I understand what can reduce or stop income.
- ■ I understand whether withdrawals affect income.

7 Beneficiaries & Death Benefit

Primary Beneficiary	Contingent Beneficiary

- ■ Beneficiaries updated and accurate.

Death Benefit Type:

8 Decision Checkpoint

- ■ I can explain what I am buying and why.
- ■ I understand the tradeoffs I am accepting.
- ■ This fits my liquidity needs and timeline.
- ■ This fits my income plan and other accounts.

Documents to Gather for a Clean Review

- ■ Full contract
- ■ Most recent statement
- ■ Original illustration or proposal
- ■ Rider pages (if any)
- ■ Surrender schedule page
- ■ Product brochure or spec sheet

Notes