
2026
2025
FINANCIAL
PLAN

Year-End Financial Planning Checklist

Use this checklist to review your finances before year-end and set yourself up for success in the new year.

1. Financial Health Check-Up

☐ List all assets and liabilities in a spreadsheet.
☐ Review your monthly income and expenses.
☐ Calculate your liquidity ratio (cash ÷ monthly expenses).
☐ Ensure you have at least 3 months of living expenses in liquid savings.

2. Maximize Retirement Contributions

☐ Confirm you are contributing enough to your 401(k) to receive the full employer match.
☐ Make catch-up contributions if you're age 50 or older.
☐ Review IRA contributions and ensure they are maximized for the year.

3. Review Debt and Credit

☐ List all debts with balances, interest rates, and payment amounts.
☐ Prioritize paying off high-interest debt (debt avalanche) or small balances first (debt snowball).
☐ Check your credit report for errors and dispute inaccuracies.
☐ Aim to keep your credit utilization ratio below 30%.

4. Evaluate Your Tax Strategy

☐ Contribute to tax-advantaged accounts (401(k), IRA, HSA).
☐ Consider harvesting tax losses to offset gains.
☐ Make charitable donations before December 31 to maximize deductions.

5. Set SMART Goals for Next Year

☐ Define Specific, Measurable, Achievable, Relevant, and Time-bound financial goals.
☐ Example: Increase retirement contributions by 2% by March, or pay off $5,000 in credit card debt by year-end.