

Navi (InvestCloud) Client Reports

After receiving many requests from Advisors on what Client Reports to use, I have created a template for advisors to follow. It should be noted that the template reports can be interchangeable based on the needs of the members. There are common reports that should be included in most of the Client's Reports, however feel free to add additional reports to this list.

The following is a step by step process to create a template that you can use on the Template you will create.

Create a Template for Client Reports.

3 Results

- Analyze Goals
- User-defined Text
- Client Reports
- Legacy Client Reports

Select Report Build Report << >

Select a Template or Start a New Report

Start a New Report Start a New Template

- Start a New Template
- Name your Template

Client Report Check List

1. Supplementary Pages

- ❖ Cover Page
- ❖ Table of Contents
- ❖ Financial Snapshot
- ❖ Financial Progress - Goal Coverage
- ❖ Financial Progress Snapshot, Investable Assets
- ❖ End of Report
- ❖ Disclaimer
- ❖ Delivery Acknowledgement

2. Net Worth Statement



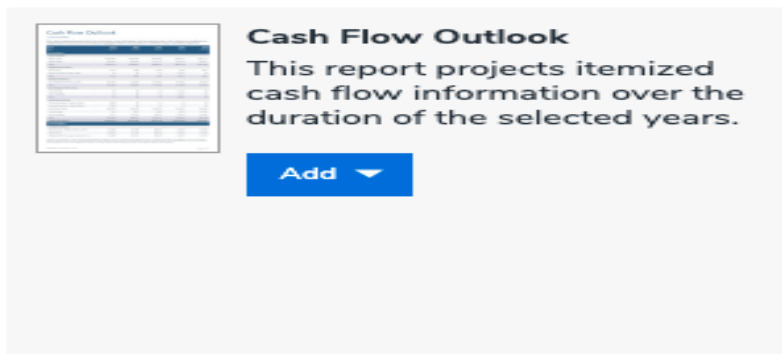
Net Worth Statement

This report displays detailed net worth information as of the analysis date.

Add

3. Cash Flow Report

The Cash Flow Report can be included if there is a budget required for the member. This does not have to be completed if you are just using a Retirement Module. This report needs to be included if you are analyzing the budget.



The image shows a software interface for a 'Cash Flow Outlook' report. On the left is a small thumbnail of the report, which appears to be a table with multiple columns and rows. To the right of the thumbnail, the text reads: 'Cash Flow Outlook' in bold, followed by 'This report projects itemized cash flow information over the duration of the selected years.' Below this text is a blue button with the word 'Add' and a downward-pointing arrow.

4. Retirement Goal Coverage

The Retirement Portion is probably the area of focus most planners will use based on the modular retirement planning for clients. There are many reports to choose from however the key reports to focus on are:

- a) Retirement Goal Coverage - this report will show their current goal in terms of a percentage rate. It will also cover the assumptions, retirement dates, rates of return and current savings strategy.
- b) Retirement Cash Flow Timeline - This will tell us the annual outflows during the retirement period.
- c) Retirement Cash Flow Outlook. This will show a breakdown of the first 5 years of retirement.
- d) Assets Dedicated to the Retirement Goal. This will tell us what assets are dedicated to retirement.

Current Plan



Retirement Goal Coverage
This report shows progress towards the retirement goal.

[Remove](#)



Retirement Cash Flow Timeline
This report shows your year-over-year inflows and outflows during the retirement period.

[Remove](#)



Retirement Cash Flow Outlook
This report projects itemized retirement cash flow information over the duration of the selected years.

[Add](#) ▼



Assets Dedicated to the Retirement Goal

This report reflects which assets are used to fund your retirement goal.

[Remove](#)

5. Education

There are 2 key reports in this section.

- a) Education Goal Coverage - this will tell us the coverage the members have for each child including the cost details, annual cost index, start year of the child's post secondary education and the resources available that are dedicated to the education goal.
- b) Education Funding Details. This report will outline:
 - i) The start of year assets
 - ii) Contributions
 - iii) Growth
 - iv) Education Withdrawals
 - v) Shortfall if applicable


Current Plan



Education Goal Coverage

This report outlines the details of your individual education goal and how likely it is to be successful.

[Add](#)



Education Funding Details
This report shows the ability of future cash flows to cover your education goals.


[Add](#)

6. Major Purchase

There are 3 key reports in this section.

- a) Major Purchase Goal Coverage - this will tell us the coverage the members have for any of the purchases or expenses they are currently planning for.
- b) Assets Dedicated to Major Purchase Goals
- c) Major Purchase Funding Details. This report will include:
 - i) Start of year assets
 - ii) Contributions
 - iii) Growth
 - iv) Withdrawals
 - v) Shortfall if applicable.


Current Plan



Major Purchase Goal Coverage

This report outlines the details of your individual major purchase goal and how likely it is to be successful.


[Remove](#)



Assets Dedicated to Major Purchase Goals

This report reflects which assets are used to fund your major purchase goals.

[Add](#)



Major Purchase Funding Details


This report shows the ability of future cash flows to cover your major purchase goals.

[Remove](#)

7. Survivor Income

There is 1 key report to show your members - How much Life Insurance is Needed. This report will outline:

- a) The Income required in the case of a premature death of the spouse
- b) Immediate Needs (Mortgage, education funding goals)
- c) Future income - will depend on the years that net income is required by the surviving spouse.



How Much Life Insurance Is Needed?

This report displays a recommendation for additional life insurance for the selected plan scenarios.


[Add](#)

8. Estate Analysis

There is 1 key report to show your members - Detailed Estate Analysis. This report will outline:

- a) Incremental periods stating potential tax liabilities. This is important as the member may want to protect their estate through a life insurance strategy.
- b) This report also outlines the future value of their estate including investment assets and lifestyle assets.

Current Plan



Detailed Estate Analysis
This report details the effects of dying at various years on taxation of the estate and net worth.

[Add](#)

9. Total Selected Pages

Once you have reviewed your Selected Pages of your Template you can edit the pages. You can click in a report and drag the report to anywhere you want the report to be. You can also delete reports that will not be applicable to your member's plan.

10. 1 Page Summary

This report will allow you to highlight key areas you want your members to focus on. This report will be separate from your Navi Reports however the member may only want to focus on 1 page. You will complete this report by highlighting key areas of your plan. An example is as follows:

FINANCIAL PLAN

A financial plan can help you achieve more. Plan 360° is the consultative process we use to provide our clients with comprehensive financial planning. It's designed as a blueprint to help determine your needs, priorities and outline the steps to achieve your financial goals.

Client Name: John and Mary Kennedy

This page is provided as a summary of the plan created from Navi Plan Software in consultation with your advisor.

Current Goals

1. Retire in 2035
2. Save for University
 - a. Johnny
 - b. Janie
3. Review Life Insurance

Education Savings Summary

Child	Est. Savings	Requirements	Shortfall
Johnny	\$40,521	\$78,908	\$38,000
Mary	\$49,500	\$70,829	\$21,000

Life Insurance Summary

	Insurance	Needs	Shortfall
John	\$150,000	\$540,000	\$390,000
Mary	\$300,000	\$740,000	\$240,000

YOU

Retirement Goals

Income Required – 80% of Current Income
(\$8,585 in today's dollars)

Portfolio	Amount	Contr.	Est. 2035
John RRSP	\$120,000	\$250	\$263,000
Mary RSP	\$105,000	\$600	\$318,000
John TFSA	\$55,000	\$0	\$95,000
Mary TFSA	\$67,000	\$0	\$115,000

- John has a Defined Benefit Plan \$36,000
- Bridge Payment - \$6,600

Retirement Goal – 82%

Your Why and Follow Up Action Items

Your Why

- Family Security
- Retirement Security
- Importance of Education

Follow Up Action Items:

- Review Shortfall of Retirement – Estimated 82%
- Review Shortfall of Education – Estimated 67%
- Review Life Insurance Needs to cover income to 2035