



MEDIQUS
ASSET ADVISORS, INC.

Results. One Client at a Time.sm

Foundation, Endowment or Reserve Fund Financial Discovery Form

Our study will answer these important questions:

- 1 "How can our organization's investments earn more with less risk?"
- 2 "How should we analyze our organization's investment performance?"
- 3 "Are we allocated properly based on our risk tolerance?"
- 4 "Are investment expenses eating into our earnings?"

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Thank you for the opportunity to assist you with your organization's financial goals!

The following pages will provide us with information needed to accurately review your organization's financial health. Our form has been designed to gather much more than objective information about your financial world. More importantly, this form will be one of our on-going efforts to achieve the best possible understanding of your organization's unique needs. Please be assured that we treat this information with the highest level of confidentiality.

The form is divided into two sections: the first will tell us about your organization's current financial situation; the second will tell us your goals and objectives. Please complete as much as possible.

This form has been designed to gather as much information as possible with a minimal time investment from you. **However, if you simply hate to fill out forms, can't stand to detail the workings of your organization's financial life or just would rather spend your time doing other things, we have a suggestion.** Call our office at 800-883-8555 and schedule a time when we can speak on the telephone or in person.

Thank you for the confidence you have placed with MEDIQUUS. We welcome the responsibility of helping you reach your organization's financial goals. There will be nothing we take more seriously.

Sincerely,



Joel M. Blau, CFP®
President

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Client Information

Organization Name:	
Primary Contact:	
Phone Number:	
E-mail Address:	
Address:	
City:	
State/ZIP:	
Preferred Contact Method?	

Portfolio Information

Reserve Portfolio Basic Information

What is the dollar value of your total reserves?

(Total reserves would include all liquid cash and securities.) _____

Do you segment reserves by any of the following? (Please check appropriate box(es):

Time Period	Yes	No	Uncertain
Long-Term Reserves (>3 Year Term)			
Intermediate-Term Reserves (1 to 3 Year Term)			
Short-Term Reserves (< 1 Year Term)			

What is the dollar value of your organization's Reserves by segment?

(please note if reserves are not segmented, please provide the total value under Long-Term Reserves).

Long-Term Reserves \$ _____

Intermediate-Term Reserves \$ _____

Short-Term Reserves \$ _____

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Investment Policy Statement

Do you currently have an Investment Policy Statement (IPS) established for the reserve amounts? _____

If yes, when was the Investment Policy Statement last reviewed? _____

Reserve Portfolio Management

Who has primary responsibility of oversight for your investment reserves?

(Oversight is defined as monitoring investment performance and evaluating outside advisors).

- Staff (e.g., Finance Director, CFO)
- Finance Committee
- Investment Committee Subcommittee
- Board of Directors
- Other (Please explain): _____

Do you currently work with an advisor? Yes No

If Yes:

Are you satisfied with the frequency of communications? Yes No

Are you satisfied with the quality of communications? Yes No

Are you aware of the advisor's process or methodology for handling the plan? Yes No

How is the advisor compensated? (i.e., fee-based only, commissions) _____

Does the advisor receive any form of compensation from investment companies, custodian firms or other entities? Yes No

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Reserve Portfolio Investment Information

Does your organization have a specific, pre-determined target asset allocation to which Long-Term Reserves are managed?

Yes No

How frequently are your organization's Long-Term Reserve portfolio investments and performance formally reviewed?

Monthly Quarterly Annually

Some other frequency (please describe) _____

Please indicate your level of agreement or disagreement with the statement below:

The association's key leadership feels that the Investment Reserves are meeting their intended objectives.

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Unsure

The below questions ask for actual percentage allocations for various investments.

As an alternative to completing the information below, please provide copy(ies) of the reserve account statements.

Please indicate the percentage allocation for each of the following investment vehicles utilized for Long-Term Reserves. Responses should sum up to 100%.

Mutual Funds	%
Individual Stocks	%
Exchange Traded Funds	%
Separately Managed Accounts	%
Private Placements	%
Other	%

Please indicate the percentage allocation for your Long-Term Reserves. Responses should sum to 100%.

Domestic Equities	%
International Equities	%
Bonds/Fixed Income	%
Alternative Investments	%
Cash/Equivalents	%
Other	%

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Investment Attitudes

What amount of confidence do you have in your ability to make good investment decisions?

None	Limited	Reasonable	Extensive	Complete

When faced with major investment decisions are you more focused with possible losses or possible gains?

Always Losses	Usually Losses	Neutral	Usually Gains	Always Gains

Investments fluctuate in value (up and down) and you should be prepared to weather a downturn. By how much could your investments decrease in value over a 12 month period before you would feel uncomfortable?

2% Drop	5% Drop	10% Drop	20% Drop	35% Drop	50% Drop

What do you think is a reasonable overall rate of return objective? _____ %

On a scale of 1 to 5 (1 being the least important, 5 being the most important) and using each number only once please rank the following objectives in order of importance to you.

Capital Preservation	Income Production	Growth & Income	Inflation Protection	Maximum Appreciation

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Investment Attitudes (continued)

How many years do you anticipate being invested before funds will be used to support the Institution's goals?

0-5 Years	5-10 Years	10-15 Years	15-20 Years	20+ Years

Investing requires a balance between expected return over the long term and potential decrease in value over the short term. With this in mind please select the risk/return alternative you are most comfortable with:

Indicate Your Selection:	Alternative	Potential Decrease in Value Over 12-Month Period	Potential Return (5-Year Average Annual)
	A	-2.5%	5.0%
	B	-5.0%	6.0%
	C	-7.5%	7.0%
	D	-10.0%	8.0%
	E	-12.5%	8.5%