

# THE EQUITY COMPENSATION BUNDLE



fpPATHFINDER



Will I Have To Pay Tax On My Qualified ESPP?

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What Issues Should I Consider Regarding My Restricted Stock Units?

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What Issues Should I Consider Regarding My Incentive Stock Options?

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What Issues Should I Consider Regarding My Non-Qualified Stock Options?

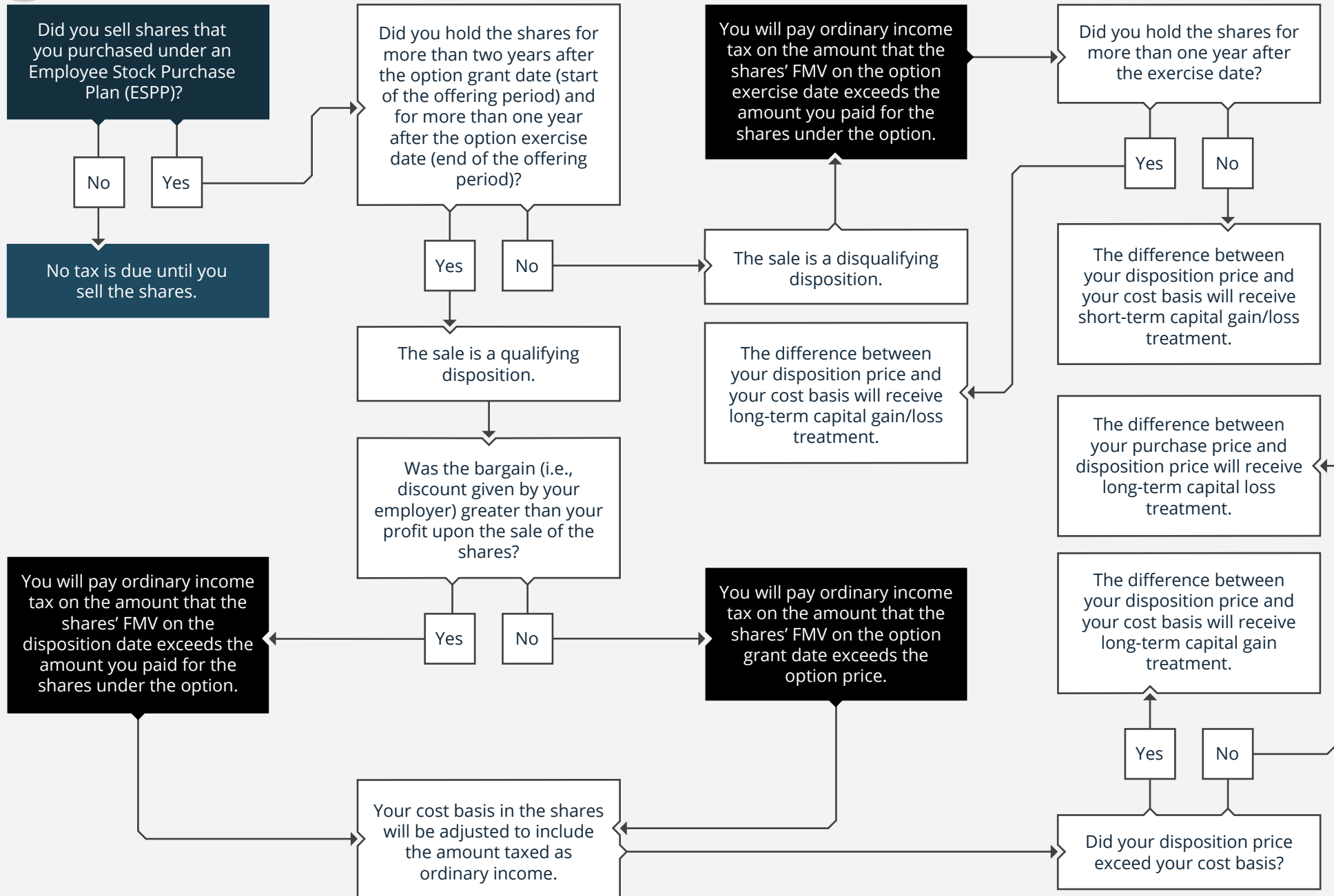
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What Issues Should I Consider If I Get A Raise Or Promotion At Work?

# 2022 · WILL I HAVE TO PAY TAX ON MY QUALIFIED ESPP?

**Start Here**



# 2022 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY RESTRICTED STOCK UNITS?

RSU GRANT ISSUES	YES	NO
<b>Do you need to review how RSUs work?</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you need to confirm the conditions of vesting?</b> If so, consider the following: <ul style="list-style-type: none"> <li>■ Depending on your plan, your RSUs may fully vest after a number of years, or they may follow a graduated vesting schedule over multiple years.</li> <li>■ Your plan may tie vesting to a liquidity event or performance goals, instead of (or in addition to) the expiration of a vesting period.</li> <li>■ Vesting triggers should be closely monitored to ensure there is no surprise tax liability.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Does your plan allow you to defer distribution of shares and continue to hold units until a later date, post-vesting (e.g., at retirement)?</b> If so, consider whether it would be advantageous to choose a future payment date to coordinate the timing of tax recognition with your overall plan. Also, understand what events may accelerate any deferred payments.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you need to review what you will receive when your RSUs vest?</b> If so, determine whether a cash settlement and/or stock settlement option is offered.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Does your company accrue/pay dividend equivalents while you hold RSUs?</b> If so, consider how this affects your cash flow and tax liability.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you need to review how termination of your employment (voluntary or involuntary), disability, or death might affect your interests under your plan?</b> If so, termination generally causes you to forfeit unvested interests (unless vesting is accelerated under your plan).	<input type="checkbox"/>	<input type="checkbox"/>

INVESTMENT ISSUES	YES	NO
<b>Do shares of your company's stock, along with any unvested RSUs, make up a significant percentage of your investment portfolio (e.g., more than 10%)?</b> If so, consider tax-efficient diversification strategies. Maintaining a concentration in your company's stock can be especially risky.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Does your company have a blackout period or trading window, or are there other limitations on your ability to sell shares?</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you need downside protection while holding your company's shares?</b> If so, consider whether buying put options (if permitted) or investments with negative correlation would offer a safeguard.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Are you considering selling company shares at a loss?</b> If so, review how the timing of your sale and any RSU grants or vesting may trigger the wash-sale rules.	<input type="checkbox"/>	<input type="checkbox"/>

TAX ISSUES	YES	NO
<b>Do you need to understand the tax consequences of the grant of your RSUs?</b> If so, note that the receipt of an RSU is not a taxable event. Income is not recognized until the shares (or cash) are delivered.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you need to understand the tax consequences of the vesting of your RSUs?</b> If so, consider the following: <ul style="list-style-type: none"> <li>■ Upon the transfer of shares (or cash), the FMV of the shares is taxable compensation for federal and any state and local income taxes. The taxable event (delivery) typically occurs at vesting, but it can be deferred in certain circumstances (e.g., if your plan qualifies for IRC § 409A).</li> <li>■ This income is also subject to FICA taxes in the year of vesting, regardless of any elective deferral. (continue on next page)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

# 2022 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY RESTRICTED STOCK UNITS?

TAX ISSUES (CONTINUED)	YES	NO
<p><b>Do you want to reduce your income tax liability in the year that your RSUs vest?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Maximizing deductible savings into tax-advantaged accounts (e.g., 401(k), 403(b), 457, traditional IRA, HSA, and/or FSA, etc.) can help reduce your taxable income.</li> <li>Using a bunching strategy to time your deductible expenses can help maximize your ability to take itemized deductions and reduce your tax liability. Consider a DAF for charitable gifts.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to plan for tax withholdings in the year of vesting?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Upon vesting, your employer is required to withhold according to the supplemental withholding rates. Depending on your tax situation, this could be insufficient and you would need to make estimated payments.</li> <li>Your employer may automatically retain shares sufficient to cover withholdings and issue the remaining shares to you.</li> <li>If you have a choice under your plan, you may also sell shares to cover withholdings or pay in with outside funds.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Does your company offer the IRC §83(i) election to defer the recognition of income for up to five years after your RSUs vest?</b> If so, and if you are a qualified employee, consider whether making this election provides an attractive tax benefit, noting the potential risks of a decline in share value during the deferral period.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining your cost basis in any shares acquired at vesting?</b> If so, your cost basis should equal the amount you paid for the stock (if any) plus the amount included as taxable income (see Form W-2).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining your holding period for shares acquired through your RSU plan?</b> If so, your holding period starts on the date of vesting, unless you elect to defer distribution. (continue on next column)</p>	<input type="checkbox"/>	<input type="checkbox"/>

TAX ISSUES (CONTINUED)	YES	NO
<p><b>Do you need help understanding the tax consequences of the sale of shares acquired through your RSU plan?</b> If so, when you sell shares of stock, you may have capital gains or losses to the extent your sale price is higher or lower than your cost basis. If you held the shares for more than one year, such gains or losses will be subject to the long-term rates.</p>	<input type="checkbox"/>	<input type="checkbox"/>

MISCELLANEOUS ISSUES	YES	NO
<p><b>Do you need to assess your employer's future equity value and long-term viability?</b> If so, be mindful of becoming overly financially dependent upon your employer (as your sole source of earned income and a potentially large percentage of your net worth).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Is there a risk that your company will be acquired in the near future?</b> If so, consider how an acquisition might affect any unvested RSUs.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you have future financial goals that your RSUs/shares could help to achieve?</b> If so, factor your vesting schedule and the estimated tax consequences into your overall plan, in coordination with your income and savings strategies.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to address your RSUs in your estate plan or in a pending divorce?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Does your plan allow you to designate a beneficiary?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to consider any state-specific issues?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>

# 2022 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY INCENTIVE STOCK OPTIONS?

GRANT ISSUES	YES	NO
<p><b>Do you need help understanding the options granted to you?</b> If so, consider reviewing your employer's stock plan, your grant agreement, and relevant forms used by your employer (e.g., for exercise and misc. elections).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining the tax implications at grant?</b> There are no regular or AMT income tax consequences at grant.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Are you subject to a vesting schedule?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Monitor the expiration of relevant time periods or the achievement of performance goals that trigger or terminate your exercise rights.</li> <li>Note whether your options have an early exercise feature, and weigh the advantages and risks of exercising prior to vesting.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Will you be subject to clawback provisions?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to review how termination of your employment (voluntarily or involuntarily), disability, or death might affect your interests under your plan?</b> Be aware of rights tied to your status as an active employee, and be sure to plan around any foreseeable changes. In general, you have up to three months after terminating employment to make a qualifying disposition of shares (assuming the holding periods are met).</p>	<input type="checkbox"/>	<input type="checkbox"/>

EXERCISE ISSUES	YES	NO
<p><b>Do you need help determining the value of your interests?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Compare the exercise price and the stock's current FMV to assess whether your options are "in the money" or "underwater."</li> <li>In addition to the potential bargain element and opportunity to share in any future stock appreciation, review the company's dividend policy and any potential tax benefits.</li> <li>Factor in a discount if the underlying shares are not marketable. (continue on next column)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

EXERCISE ISSUES (CONTINUED)	YES	NO
<p><b>Do you need to assess your employer's future equity value and long-term viability?</b> If so, be mindful of becoming overly financially dependent upon your employer (as your sole source of earned income and a potentially large percentage of your net worth).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to confirm the status of your ISOs?</b> Prior to exercise, consult with your plan administrator to ensure that your options do indeed qualify for ISO tax treatment. Note that if you make an IRC §83(i) election you will lose ISO status.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining the income tax implications of exercising vested options?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>There are no regular tax consequences at exercise.</li> <li>If you dispose of the stock in the same tax year as exercise, there are no AMT consequences.</li> <li>If you hold the stock throughout the tax year of exercise, the bargain element (i.e., the spread between the exercise price and FMV at exercise) is subject to AMT, and is a preference item in the year of exercise.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Are you permitted to early exercise and purchase stock before vesting?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>There are no regular tax consequences at exercise, but AMT will be due on the bargain element (i.e., the spread between the exercise price and FMV at exercise) in the year of vesting.</li> <li>If you make an IRC §83(b) election for AMT purposes within the deadline (filed with the IRS within 30 days of exercise, with notice to your employer), you can accelerate the recognition of AMT to the year of early exercise.</li> <li>Be mindful that no more than \$100,000 in share value of options that first become exercisable in any given year can qualify for ISO treatment. This limit is cumulative, so an early exercise feature could run the risk of NQSO treatment by the IRS for excess amounts as options become exercisable. (continue on next page)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

# 2022 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY INCENTIVE STOCK OPTIONS?

EXERCISE ISSUES (CONTINUED)	YES	NO
<p><b>Do you lack the funds necessary to do a cash exercise?</b> If so, consider whether there are viable and favorable alternatives, including borrowing, a cashless exercise, or a stock swap. Be aware of the tax consequences of these strategies, which could result in a disqualifying disposition.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you want the flexibility to avoid double taxation in the event you may choose to sell within one year of exercise?</b> If you exercise early in the calendar year, you maximize your window to make a disqualifying disposition in the same calendar year, and avoid AMT.</p>	<input type="checkbox"/>	<input type="checkbox"/>

SHARE OWNERSHIP & SALE OF STOCK ISSUES	YES	NO
<p><b>Does your company require preclearance or have blackout or window periods that might affect your ability to trade your shares?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you own unvested shares due to an early exercise?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>You are treated like other shareholders and may receive any dividends, vote (to the extent your shares are voting shares), and request company financials.</li> <li>The shares may be subject to a repurchase right if your employment is terminated prior to vesting. The price is generally the lower of the exercise price or the FMV at repurchase.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help understanding the tax consequences of the sale of shares acquired through your options?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>A “qualifying disposition” is a sale more than two years after the grant date and more than one year after the date of transfer of the stock upon exercise, and any gain receives favorable long-term capital gains tax treatment on the spread between the exercise price and the stock sale price. (continue on next column)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

SHARE OWNERSHIP & SALE OF STOCK ISSUES (CONTINUED)	YES	NO
<ul style="list-style-type: none"> <li>If you sell the shares before meeting both of the above holding periods, this is a “disqualifying distribution,” which loses the preferential tax treatment of an ISO. Any gains will be subject to a combination of ordinary income tax and capital gains tax (similar to a nonqualified stock option).</li> <li>For AMT purposes, you may have a negative AMT adjustment at sale, equal to the excess of the AMT basis over your regular tax basis.</li> </ul>		
<p><b>Do you need help tracking your regular tax basis, AMT basis, and your Minimum Tax Credit?</b> If so, refer to Forms W-2, 1099, 3921, 6521, and 8801, as applicable.</p>	<input type="checkbox"/>	<input type="checkbox"/>

MISCELLANEOUS ISSUES	YES	NO
<p><b>Do you need to increase your withholdings (beyond any employer withholdings) or make estimated payments for taxes attributable to your options?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to evaluate your company stock position?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need a plan to mitigate concentration risk?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Is the benefit of waiting to make a qualifying disposition greater than the risk of a price decline while holding shares?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Is there a risk that your company will be acquired within the next two years?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help factoring in the risks of a stock price decline when considering whether to exercise and/or to make the IRC §83(b) election for AMT purposes?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to address your options in your estate plan or in a pending divorce?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to consider any state-specific issues?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you have future financial goals that your options could help to achieve?</b> If so, integrate an exercise and sale strategy into your overall plan, in coordination with your income and savings strategies.</p>	<input type="checkbox"/>	<input type="checkbox"/>

# 2022 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY NON-QUALIFIED STOCK OPTIONS?

GRANT ISSUES	YES	NO
<p><b>Do you need help understanding the options granted to you?</b> If so, consider reviewing the company's stock plan, your grant agreement, and relevant forms used by the company (e.g., for exercising options and misc. elections).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining the tax implications at grant?</b> Income tax is generally not due in the year of the grant, except in rare cases where the value of the option is readily ascertainable (e.g., if the option is traded on a securities exchange) or the option price is discounted.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Is the exercise price less than the FMV at the grant date?</b> If so, you may have deferred compensation, subject to tax under the IRC §409A rules.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Are you subject to a vesting schedule?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Monitor the expiration of relevant time periods or the achievement of performance goals that trigger or terminate your exercise rights.</li> <li>Note whether your options have an early exercise feature, and weigh the advantages and risks of exercising prior to vesting.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Will you be subject to clawback provisions?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to review how termination of your employment (voluntarily or involuntarily), disability, or death might affect your interests under your plan?</b> Be aware of rights tied to your relationship with the company, and be sure to plan around any foreseeable changes.</p>	<input type="checkbox"/>	<input type="checkbox"/>

EXERCISE ISSUES	YES	NO
<p><b>Do you need help determining the value of your interests?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Compare the exercise price and the stock's current fair market value (FMV) to assess whether your options are "in the money" or "underwater." (continue on next column)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

EXERCISE ISSUES (CONTINUED)	YES	NO
<ul style="list-style-type: none"> <li>In addition to the potential bargain element and opportunity to share in any future stock appreciation, review the company's dividend policy.</li> <li>Factor in a discount if the underlying shares are not marketable.</li> </ul>		
<p><b>Do you need to assess your employer's future equity value and long-term viability?</b> If so, be mindful of becoming overly financially dependent upon your employer (as your sole source of earned income and a potentially large percentage of your net worth).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining the income tax implications of exercising vested options?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Ordinary income tax will be due on the bargain element (i.e., the spread between the exercise price and FMV at exercise) in the year of exercise, and you will be subject to payroll taxes and income tax withholding.</li> <li>However, if you qualify for and timely make an IRC §83(i) election, you may be able to defer income tax for up to five years.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Are you permitted to early exercise and purchase stock before vesting?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Generally, dividends will be reported as wages until vesting, and ordinary income tax will not be due at exercise.</li> <li>Ordinary income tax will be due on the bargain element (i.e., the spread between the exercise price and FMV at exercise) in the year of vesting, and you will be subject to payroll taxes and income tax withholding.</li> <li>If you make an IRC §83(b) election within the deadline (filed with the IRS within 30 days of exercise, with notice to the company), you can accelerate the recognition of ordinary income to the year of early exercise. The IRC §83(b) election starts the capital gains holding period, and any future appreciation would be taxed as a capital gain. Future dividends will receive dividend tax treatment.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you lack the funds necessary to do a cash exercise?</b> If so, consider whether there are viable and favorable alternatives, including borrowing, a cashless exercise, or a stock swap. Be aware of the tax consequences of these strategies.</p>	<input type="checkbox"/>	<input type="checkbox"/>

# 2022 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY NON-QUALIFIED STOCK OPTIONS?

SHARE OWNERSHIP & SALE OF STOCK ISSUES	YES	NO
<p><b>Do you own unvested shares due to an early exercise?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>You are treated like other shareholders and may receive any dividends, vote (to the extent your shares are voting shares), and request company financials.</li> <li>The shares may be subject to a repurchase right if your employment is terminated prior to vesting. The price is generally the lower of the exercise price or the FMV at repurchase.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help determining the basis of your shares?</b> If so, your basis is generally the exercise (purchase) price plus any ordinary income reported as compensation at the time of exercise (or at vesting if you exercise early and make no IRC §83(b) election).</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help understanding the tax consequences of the sale of shares acquired through your options?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>If you sell the shares within one year after the exercise date, you will recognize short-term capital gains or losses.</li> <li>If you sell the shares more than one year after the exercise date, you will recognize long-term capital gains or losses.</li> <li>When you exercise vested options, your holding period begins the following day. For early exercise, your holding period begins when the stock vests, unless you make an IRC §83(b) election within the deadline, which starts the holding period the day after the stock is transferred.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Does the company require preclearance or have blackout or window periods that might affect your ability to trade your shares?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>

MISCELLANEOUS ISSUES	YES	NO
<p><b>Do you need to increase your withholdings (beyond any employer withholdings) or make estimated payments for taxes attributable to your options?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to evaluate your company stock position?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need a plan to mitigate concentration risk?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help factoring in the risks of a stock price decline when considering whether to exercise and/or to make the IRC §83(b) election?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to address your options in your estate plan or in a pending divorce?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need to consider any state-specific issues?</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you have future financial goals that your options could help to achieve?</b> If so, integrate an exercise and sale strategy into your overall plan, in coordination with your income and savings strategies.</p>	<input type="checkbox"/>	<input type="checkbox"/>



# 2022 · WHAT ISSUES SHOULD I CONSIDER IF I GET A PROMOTION OR RAISE AT WORK?

CASH FLOW ISSUES	YES	NO
<p><b>Has your income changed substantially?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>■ The change in income may impact your ability to reach your goals or may result in entirely new goals.</li> <li>■ You may decide to pay down your debts faster.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Will this promotion or raise change your budget or ability to save?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>■ A new income and expense plan may be needed.</li> <li>■ You may be able to increase the amount you contribute to tax-advantaged accounts such as HSAs, 401(k)s, and IRAs.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

RETIREMENT PLANS & EQUITY COMPENSATION	YES	NO
<p><b>Are there significant changes in the amount of employer-provided benefits (such as stock options, RSUs or Supplemental Retirement Plan)?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>■ Create a strategy for any equity compensation, planning for vesting, exercise, and tax consequences.</li> <li>■ Review the amount of stock-based compensation you will receive and if your overall financial situation may be overly reliant on one company.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Are there new benefits you may be eligible to participate in, such as non-qualified deferred compensation plans?</b> If so, read the plan documents to understand your options and the potential benefits of participating in the plan.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Did this promotion include equity ownership?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>■ Understand how the buy-in process is handled and the amount/timing of the payments you will need to make.</li> <li>■ Understand the options to pay for the equity, including self-financing, bank financing, or company-provided options. (continue on next column)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

RETIREMENT PLANS & EQUITY COMPENSATION (CONTINUED)	YES	NO
<p><b>Do you have a retirement plan with your employer?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>■ Review the amount you are able to contribute.</li> <li>■ If you contribute the maximum salary deferral amount of \$20,500 (\$27,000 if age 50 or over) and want to contribute more, consider if a Mega Backdoor Roth contribution is applicable. Reference "Can I Make A Mega Backdoor Roth Contribution?" flowchart.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Have you or your spouse been contributing to a Roth IRA?</b> If so, ensure that you are still eligible to make a contribution to the Roth IRA. Reference "Can I Contribute To My Roth IRA?" flowchart.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Have you or your spouse been contributing to a traditional IRA?</b> If so, confirm whether you are eligible to deduct your contributions (in whole, in part, or not at all). Reference "Can I Make A Deductible IRA Contribution?" flowchart.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Did you receive Non-Qualified Stock Options or restricted stock?</b> If so, consider the benefits and trade-offs of an IRC §83(b) election (if permitted), which will allow you to pay ordinary income tax on the NQSOs or restricted stock now, rather than when they vest.</p>	<input type="checkbox"/>	<input type="checkbox"/>

TAX PLANNING ISSUES	YES	NO
<p><b>Do you expect there to be any changes to your taxable income (due to a change in salary)?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>■ You may move into a higher tax bracket.</li> <li>■ You may need to adjust your tax withholdings and/or make quarterly estimated tax payments.</li> <li>■ An increase in your income may impact your eligibility for certain deductions and/or credits.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Do you need help deciding on the amount of withholding you should elect?</b> If so, consider electing the part-year withholding method to adjust your withholding.</p>	<input type="checkbox"/>	<input type="checkbox"/>

# 2022 · WHAT ISSUES SHOULD I CONSIDER IF I GET A PROMOTION OR RAISE AT WORK?

INSURANCE PLANNING ISSUES	YES	NO
<b>Do you expect your life insurance needs to change due to increased income?</b> If so, consider reviewing your current coverage, including employer-provided life insurance, to determine if you need to adjust coverage amounts.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you expect your income to increase substantially?</b> If so, consider reviewing your disability insurance policies. Depending on your income and employer benefits, a private disability policy may be needed, if you don't have a policy currently.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you have an individual disability insurance policy?</b> If so, consider updating it to reflect your new income.	<input type="checkbox"/>	<input type="checkbox"/>

OTHER ISSUES	YES	NO
<b>Do you expect your income to increase?</b> If so, consider calling your credit card company to let them know of your increased income. They may increase your credit limit, which could help your credit utilization ratio.	<input type="checkbox"/>	<input type="checkbox"/>

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The opinions voiced in this material are for general information only and are not intended to provide specific advice or recommendations for any individual.

This information is not intended to be a substitute for specific individualized tax or legal advice. We suggest that you discuss your specific situation with a qualified tax or legal advisor.

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