

The Ultimate Checklist for Advisors Going Independent

- ✓ Choose your independence model (RIA, IAR, Hybrid)
- ✓ Form a legal business entity (LLC, S-Corp, etc.)
- ✓ File regulatory paperwork (ADV, U4, Form CRS, etc.)
- ✓ Get bonded, insured, and registered (state or SEC)
- ✓ Select your custodian or broker-dealer
- ✓ Build your independent brand identity and logo
- ✓ Secure your domain and professional email
- ✓ Design and launch a compliant website
- ✓ Set up your CRM and client onboarding tools
- ✓ Choose financial planning and portfolio software
- ✓ Prepare your compliance manual and procedures
- ✓ Draft communication templates for client outreach
- ✓ Order business cards and printed collateral
- ✓ Develop a social media and marketing plan
- ✓ Set your fee structure and pricing model
- ✓ Hire legal, tax, and compliance consultants
- ✓ Notify clients of your transition timeline
- ✓ Track all client transfers and repapering
- ✓ Plan your Day-One public launch strategy
- ✓ Monitor growth KPIs and refine your process