

Document Checklist for Financial Investigations

Request and organize key evidence efficiently.

Core Financial Documents (All Cases)

- ☐ Bank/credit card statements (business/personal)
- ☐ Cancelled checks and wire transfer records
- ☐ Financial statements
(income statement, balance sheet, cash flow)
- ☐ Tax returns (3–5 years)

Payroll & HR Records

- ☐ Payroll registers
- ☐ Timesheets and approvals
- ☐ Employment agreements
- ☐ Expense reimbursement forms

Internal Controls & Oversight

- ☐ Policies and procedures manuals
- ☐ Approvals and authorization forms
- ☐ Audit reports or internal reviews

Case-Specific Records

Fraud or Embezzlement:

- ☐ Vendor and customer master files
- ☐ Transaction history and journal entries
- ☐ Inventory records and write-offs
- ☐ Access logs or audit trails

Divorce or Family Law:

- ☐ Property deeds, titles, or appraisals
- ☐ Retirement account statements
- ☐ Lifestyle-related documents (travel, purchases)

Gathering the right records is just the beginning.

While this checklist can streamline early document collection, knowing exactly what records to obtain and interpreting those records is often where the case is won or lost.

Veritas offers expert review and analysis to identify red flags, explain financial complexity, and support litigation strategy.

Contact us to discuss next steps or a potential engagement.

