

VENDOR-DEMO EVIDENCE REQUEST

Eight Questions Before a Financial Advisor Software Demo

Send the same questions to each vendor before comparing answers. Ask for current documents or a representative demonstration, and record unresolved items in the firm's approved system.

Vendor or product

Demo date

Prepared by

QUESTION 1**Primary job and meeting stage**

What exact job is the software designed to perform, at what point in the advisor workflow, and which adjacent jobs are explicitly outside its scope?

Evidence or demonstration date: _____

QUESTION 2**Supported years and change process**

Which tax years, forms, jurisdictions, assumptions, and source packages are supported, and how are material rule or product changes documented for users?

Evidence or demonstration date: _____

QUESTION 3**Input and data-flow map**

Which client facts are required, where are they processed or transmitted, what is stored, how long is it retained, who can access it, and how are deletion and exports handled?

Evidence or demonstration date: _____

QUESTION 4**Representative output evidence**

Can the vendor show a representative output, explain how each result is produced and limited, identify missing-data behavior, and distinguish screening from a recommendation?

Evidence or demonstration date: _____

QUESTION 5**Security and provider evidence**

Which current security documentation, authentication controls, incident process, service-provider roles, and independently reviewable evidence are available to the firm?

Evidence or demonstration date: _____

QUESTION 6**Supervision and records**

What materials support firm review of client-facing communications, methodology, disclosures, product changes, user access, and the firm's own recordkeeping responsibilities?

Evidence or demonstration date: _____

QUESTION 7**Implementation and support**

What setup, training, support, accessibility, outage, tax-year update, escalation, and offboarding processes apply after purchase?

Evidence or demonstration date: _____

QUESTION 8**Complete commercial terms**

What are the current price, billing interval, renewal, cancellation, refund, license, named-user, credential-sharing, trial, termination, and access-ending terms?

Evidence or demonstration date: _____

FRAMEWORK BOUNDARY

The NIST Cybersecurity Framework and Privacy Framework are voluntary risk-management references. They can help structure questions; citing or mapping to them does not prove legal, regulatory, security, privacy, or firm compliance and does not replace qualified review.

[Canonical HTML and accessible alternative](#)
[NIST Cybersecurity Framework](#)
[NIST Privacy Framework](#)