

# Your life & money in retirement

## workbook

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Important things to know  
as you enter an exciting  
chapter of your life!

# Congratulations!

**You've worked hard to get here. It's time to celebrate what you've done.**

Whether you have recently retired, or will soon, you're probably feeling a lot of different emotions. Excitement. Anticipation. Maybe even fear. And you probably have a lot of questions about what will happen in this next chapter of your life.



No matter what you're feeling or what questions you have, you've spent years preparing and saving for this moment. Now it's time to celebrate. It's almost time to put a plan in place, so you feel confident about your retirement.

**This workbook can help you visualize your retirement, and create a plan to help make it happen.**

# What adventures will you choose in retirement?



Take classes or go back to school



Spend more time on interests or learn new hobbies



Enjoy time with family and friends



Go on adventures — hiking or maybe skydiving



Travel to new or familiar destinations

**Now's the time to do what you want.** How do you visualize your retirement? What do you want to accomplish?

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# 6 key considerations in retirement

When you think of retirement, what do you worry about?

<p><b>Longevity</b></p>	<p><b>Inflation</b></p>
<p><b>Health care</b></p>	<p><b>Investment risk</b></p>
<p><b>Public policy</b></p>	<p><b>Legacy</b></p>

Some of these are outside of your control, while others aren't. But you'll need to address each of them as you create your retirement income plan.

## So how do you get started?

In the following pages we'll go over possible steps you can take to prepare for these six key considerations. As you read through them, write down any steps you've taken on your own, or things you plan to do. Note any questions or concerns you may have, too.

# 1 Consider your health care options carefully

Retirees today are more active. And many are living longer than ever.

**But any retiree will tell you that health care is one of the biggest expenses — and uncertainties — in retirement.**

You must be **65** to be eligible for Medicare.

If retiring before 65, you'll need to get private health care insurance or continue coverage through an employer's health care plan under COBRA.

My health care concerns are: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When will you apply for Medicare? \_\_\_\_\_

Do you have access to an employer-sponsored health benefit?  Yes  No








Do you plan to purchase Medicare supplement insurance?  Yes  No

There's a growing need for long-term care. How will you address long-term care needs? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 2 Determine your income needs

There's a lot to consider when it comes to your income needs in retirement. On top of expenses, you'll also have to consider inflation, which can erode your spending power. It's better to think in terms of what you'll need for an annual income, instead of your account balance.

**A good place to start in estimating your retirement income needs is to separate expenses into categories.** Use the space below to note your fixed monthly expenses in each category. Then calculate your annual total.

	Monthly amount
 Housing .....	\$ _____
 Personal .....	\$ _____
 Food .....	\$ _____
 Transportation .....	\$ _____
 Insurance .....	\$ _____
 Health care .....	\$ _____
 Other .....	\$ _____
<b>Total household monthly expenses</b> .....	\$ _____
<b>Desired gross annual income at retirement</b> .....	\$ _____
	(Total monthly expenses × 12)

### 3 Identify your retirement assets

In the space below, list all sources of personal income available for funding your retirement. This includes sources that are not guaranteed to last your lifetime, like a 401(k) plan, mutual funds or CDs.

	Source	Account balance
Retirement plans 401(k), 403(b), ESOP, etc.	_____	\$ _____
	_____	\$ _____
IRAs	_____	\$ _____
	_____	\$ _____
Personal savings	_____	\$ _____
	_____	\$ _____
Investments	_____	\$ _____
	_____	\$ _____
Others	_____	\$ _____
	_____	\$ _____

## 4 Know your guaranteed sources of income

It's also important to invest a portion of your savings in guaranteed sources of income. There are just three sources of guaranteed income in retirement.



If you don't have a pension (also known as a defined benefit plan), and Social Security isn't enough, **annuities allow you to use your personal savings to create a guaranteed lifetime income for yourself.**<sup>1</sup>

List the guaranteed sources of income you will receive in retirement.

Monthly amount

Social Security ..... \$ \_\_\_\_\_

Pensions ..... \$ \_\_\_\_\_

Annuities ..... \$ \_\_\_\_\_

**Total** ..... \$ \_\_\_\_\_

When will you elect Social Security? \_\_\_\_\_

What questions do you have about Social Security? \_\_\_\_\_

\_\_\_\_\_

At what age will you start drawing your pension? \_\_\_\_\_

Does your pension provide for a cost of living increase?  Yes  No

<sup>1</sup> Guarantees are based on the claims-paying ability of the issuing insurance company.



## 5 Strike a balance

Guaranteed products provide income that you can't outlive. But they often offer less liquidity, meaning you don't have easy access to your money. Nor do they offer much potential for your money to keep growing. Non-guaranteed products are more liquid and may have the potential for growth. But they don't offer a guarantee, so you increase your risk for loss due to market fluctuations.

### The spectrum of retirement income products



Fill in the spaces below using the itemized financial information you completed earlier in the workbook. Bring the completed information to your meeting. This will help your financial professional put a plan in place and help recommend the right income-generating investments for your situation.

Using both types of products can help you create the right mix for your retirement income plan.

<b>Total expenses</b> (from page 6) .....	\$ _____
<b>- Total guaranteed income</b> (from page 8) .....	\$ _____
<b>= Income gap</b> .....	\$ _____
<b>Assets available to fund retirement income</b> (from page 7) .....	\$ _____

You'll need your personal retirement assets to help you cover your income gap.

## 6 Review wills, trusts and beneficiaries

The primary purpose of a will is to make sure your assets are distributed how you want. Trusts can be drafted in addition to wills and serve more complex estate-planning needs. Beneficiary designations are found on both of these, as well as a variety of financial accounts. Be sure to review them on a regular basis to make sure your wishes haven't changed.

Do you have a will? .....  Yes  No

If you have a will, when did you last review it? \_\_\_\_\_

Do you have a trust? .....  Yes  No

If you have a trust, when did you last review it? \_\_\_\_\_

Have you named both a primary and contingent beneficiary to your accounts (life insurance, retirement plans, etc.)? .....  Yes  No

**My legacy plans include the following:**

**Name** \_\_\_\_\_ **Gift** \_\_\_\_\_

**Name** \_\_\_\_\_ **Gift** \_\_\_\_\_

**Name** \_\_\_\_\_ **Gift** \_\_\_\_\_

List any other questions >  
or concerns you have  
about legacy planning.

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## 7 Plan charitable gifts

If you've spent much of your life volunteering or working with nonprofit organizations, it may be important to you to leave more to the organizations you care about.

Do you want to leave a charitable gift to any organizations?

Name \_\_\_\_\_

Gift \_\_\_\_\_

Name \_\_\_\_\_

Gift \_\_\_\_\_

Name \_\_\_\_\_

Gift \_\_\_\_\_

Name \_\_\_\_\_

Gift \_\_\_\_\_

Name \_\_\_\_\_

Gift \_\_\_\_\_



A quarter of American adults over age 55 volunteer<sup>1</sup>


Volunteers contributed **7.9 billion hours**, worth an estimated \$184 billion<sup>2</sup>

Individual charitable contributions totaled **\$264 billion**<sup>3</sup>

<sup>1</sup> Bureau of Labor Statistics, Volunteering in the United States, 2015

<sup>2</sup> Charity Navigator, Guide to Volunteering, 2015

<sup>3</sup> Charity Navigator, Giving Statistics, 2015



As you can see, there are a lot of important decisions to make.

Once you've completed this workbook, share it with your financial professional. They can help you figure out what to do next. By making the right decisions now, you can help ensure that the excitement you feel at this moment will continue throughout your retirement.



**Thank you for attending!**  
We appreciate your feedback.

	Excellent				Poor
Overall rating .....	5	4	3	2	1
The information presented .....	5	4	3	2	1
The effectiveness of the presenter(s) .....	5	4	3	2	1
The location .....	5	4	3	2	1

Overall comments/suggestions \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If you'd like to discuss your retirement income plan, please provide your contact information below.**

Name: \_\_\_\_\_  
Age: \_\_\_\_\_  
Intended retirement date: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email: \_\_\_\_\_  
Preferred method of contact: \_\_\_\_\_

Write down any questions or concerns you still have about the six key considerations in retirement. You can discuss these with your financial professional.



Longevity \_\_\_\_\_

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Health care \_\_\_\_\_

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Public policy \_\_\_\_\_

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Inflation \_\_\_\_\_

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Investment risk \_\_\_\_\_

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Legacy \_\_\_\_\_

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Other \_\_\_\_\_

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