Planning For A Secure Retirement

While there are many factors to consider when planning for a secure retirement, the following worksheet provides some general questions to help you get on the right track for reaching your goals.



Retirement Lifestyle

How much longer do you want to work? Generally the longer you work, the longer you will have to contribute to retirement plans and savings.

How do you want to spend your time? If you plan to change your lifestyle when you retire (for example, by traveling more often), you should think about how it may affect your retirement expenses.

Where would you ideally like to live? You should consider the cost of living in your ideal location as it can affect how much income you may need in retirement.

Basic Retirement Expenses

Consider the following monthly expenses:

HOUSING	
Mortgage/Rent Fees	\$
Homeowner's/Renter's Insurance	\$
Property Tax	\$
Utilities	\$
Home Repair & Maintenance	\$
Other	\$

PERSONAL	
Food	\$
Clothing	\$
Credit Card Payments	\$
Other	\$
Subtotal (Basic Expenses)	\$

HEALTHCARE/HEALTH INSURANCE	
Life Insurance	\$
Medical Insurance	\$
Long-Term Care Insurance	\$
Out-of-Pocket Medical Expenses	\$

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Life Insurance	\$
Medical Insurance	\$
Long-Term Care Insurance	\$
Out-of-Pocket Medical Expenses	\$
Other	\$

TRANSPORTATION	
Auto Loan/Lease Payment	\$
Auto Insurance	\$
Auto Maintenance	\$
Gasoline	\$
Other Transportation/ Commuting Expense	\$

Discretionary Retirement Expenses

Consider the following monthly expenses:

ENTERTAINMENT/TRAVEL	
Special Events (Movies, Sports Events)	\$
Travel & Vacation	\$
Hobbies/Recreation	\$
Dining Out	\$
Charitable Contributions	\$
Gifts	\$
Other	\$
Subtotal (Discretionary Expenses)	\$

Total Monthly Expenses (A+B)	\$
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Guaranteed Income

Consider the following monthly income sources:

INCOME	
Social Security Benefits	\$
Pension	\$
Immediate Annuity Income	\$
Other	\$
Subtotal (Guaranteed Income)	\$

Other Sources of Income

Consider the following monthly income sources:

INVESTMENTS and ANNUITIES	
Employee Retirement Plan (401(k), 403(b), etc.)	\$
Individual Retirement Accounts (IRAs)	\$
Taxable Mutual Funds/ Investment Accounts	\$
Tax-Deferred Annuities	\$
Employment Income	\$
Other	\$

CASH and CASH EQUIVALENTS	
Checking Accounts	\$
Savings Accounts	\$
CDs	\$
Other	\$
Subtotal (Other Income)	\$

Basic Income Gap

A basic income gap represents a gap in your income excluding discretionary expenses and guaranteed income. To see if there is a "gap" in your basic income, subtract your basic retirement expenses in section A from your guaranteed income in section C. A negative figure represents a gap.



Total Income Gap

To see if there is a "gap" in your total retirement income, subtract the total of your expenses indicated in sections A and B from your total income noted in sections C and D. A negative figure represents a gap.



Closing the Gap

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