# Preparing for your upcoming retirement

As you approach retirement, there are many financial details to keep track of. Use this retirement checklist to help identify your assets and expenses and get a better picture of what your retirement might look like.

## Pre-retirement (less than 5 years) checklist

- [ ] **Confirm your target retirement date:**
  - At what age do you want to retire? ________________
  - How many years is that from now? ________________
- [ ] **Identify potential assets, income and monthly expenses in retirement (see worksheet on next page).**
- [ ] **Collect all your financial statements.**
- [ ] **Log on to your account to link your financial accounts together and review your Lifetime Income Score[SM]**
  - What is your score? ____________________________
  - How much retirement income can you expect each month? ________________________________
  - Do you need to consider increasing your contributions to increase your potential retirement income each month?
  - Utilize the healthcare cost estimator to get a personalized view of potential healthcare costs in retirement.
  - Review your investment strategy — generally, your investments should get more conservative as you get closer to retirement.
- [ ] **Distribution strategy:**
  - What is the total amount that you plan to withdraw each year? ____________________________________
- [ ] **Review taxes in retirement and the tax implications of your retirement income strategy.**
- [ ] **Review your Social Security earnings:**
  - How much will you receive at retirement? ________
- [ ] **Determine the best age for you to retire.**

## Questions?

Call Empower at **833-569-2433**

## Your retirement outlook

Use this simple worksheet to gather a list of your potential assets and income as well as monthly expenses.

| **Potential assets and income in retirement** | |
|---|---|
| Equity in home | $ |
| OTHER INVESTMENTS | |
| Stock A | $ |
| Stock B | $ |
| Other | $ |
| MY ACCOUNTS | |
| Savings | $ |
| IRAs | $ |
| Retirement plan(s) | $ |
| Social Security | $ |
| Pension | $ |
| SPOUSE'S ACCOUNTS | |
| Savings | $ |
| IRAs | $ |
| Retirement plan(s) | $ |
| Social Security | $ |
| Pension | $ |
| OTHER | |
| Other | $ |
| Other | $ |

| **Potential monthly expenses in retirement** | |
|---|---|
| Rent/mortgage/HOA fees | $ |
| Utilities | $ |
| Internet | $ |
| Cell phone(s) | $ |
| Cable/streaming service(s) | $ |
| Home maintenance | $ |
| Rent/homeowner insurance | $ |
| AUTO | |
| Car payment 1 | $ |
| Car payment 2 | $ |
| Gas | $ |
| Car maintenance | $ |
| Car insurance | $ |
| HEALTH | |
| Long-term care insurance | $ |
| Health insurance payments | $ |
| Out-of-pocket medical/dental | $ |
| Life insurance payments | $ |
| CREDIT | |
| Loans | $ |
| Credit card payments | $ |
| LIFE | |
| Groceries | $ |
| Entertainment/travel | $ |
| Gifts | $ |
| OTHER | |
| Other | $ |
| Other | $ |
| SAVINGS | |
| Emergency fund | $ |

### Get your estimated monthly income in retirement

Log on to your account website to see your estimated monthly income. Get a more personalized view by linking all of your financial accounts to get a complete view of your overall financial picture.

**empowermyretirement.com**

## To-do list

- **Beneficiaries**
  Confirm you have a current named beneficiary for all your accounts: retirement plan(s), pension plan, IRAs, life insurance policy.
- **Will**
  Create a will.
- **Advanced directive**
  Have an advanced medical directive on file with your physician/hospital.
- **Executor**
  Name an executor for your estate; be specific about your wishes and possessions.
- **Long-term care**
  Review your need for long-term care insurance.
- **Life insurance**
  Review your life insurance provisions; update as necessary.
- **Funeral plans**
  Plan for your funeral details and expenses.
- **Home**
  Review your title and mortgage accounts.
- **Documentation**
  Store all your important papers (will, medical directive, bank accounts, house title and mortgage papers, life insurance policy, retirement and savings accounts, and passwords) in one place and let several close family members or friends know where to find them.

## Notes

IMPORTANT: The projections, or other information generated on the website by the investment analysis tool regarding the likelihood of various investment outcomes, are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. The results may vary with each use and over time.

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