

# PRE-RETIREMENT CHECKLIST

## 5 YEARS AWAY FROM RETIREMENT

### TASK CHECKLIST

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- BEGIN THINKING ABOUT HOW YOU WILL SPEND YOUR TIME IN RETIREMENT
- ESTIMATE YOUR RETIREMENT SPENDING AMOUNT PER MONTH
- ESTIMATE YOUR INCOME SOURCES - CPP, PENSION, INVESTMENTS, ETC.
- RUN RETIREMENT PROJECTIONS WITH YOUR FINANCIAL PLANNER
- TAKE ADVANTAGE OF CATCH UP ROOM IN YOUR TFSA / RRSP ACCOUNTS
- TRACK YOUR NET WORTH

## 3 YEARS AWAY FROM RETIREMENT

### TASK CHECKLIST

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- BUILD YOUR FIRST RETIREMENT PAYCHEQUE (WHERE WILL YOU BE PAID FROM AND HOW MUCH)
- TRACK YOUR SPENDING FOR 6 MONTHS
- DEVELOP A PLAN TO ELIMINATE 100% OF PERSONAL DEBT BY RETIREMENT
- DISCUSS YOUR PLANS WITH YOUR SPOUSE - THIS DECISION AFFECTS THEM TOO
- CONSIDER HIRING PROFESSIONALS TO DETERMINE IF YOU ARE READY
- EVALUATE YOUR INSURANCE NEEDS

# PRE-RETIREMENT CHECKLIST

## 2 YEARS AWAY FROM RETIREMENT

### TASK CHECKLIST

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- DEFINE YOUR PURPOSE IN RETIREMENT AND EXPLORE THOSE ACTIVITIES
- CONSIDER LIVING ON YOUR PROJECTED RETIREMENT BUDGET FOR A YEAR (TRIAL)
- DISCUSS MOVING/DOWNSIZING WITH YOUR SPOUSE IF DESIRED
- SCHEDULE A 10 TO 14 DAY MINI-RETIREMENT TO PRACTICE
- CONSIDER WORKING PART TIME BEFORE OR IN RETIREMENT
- TRACK YOUR COUNTDOWN TO RETIREMENT

## 1 YEAR AWAY FROM RETIREMENT

### TASK CHECKLIST

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- ENSURE ALL ESTATE PLANNING DOCUMENTS ARE UP TO DATE - WILL, POA
- BUILD A BUCKET LIST OF THINGS YOU'D LIKE TO DO ONCE RETIRED
- MAXIMIZE CONTRIBUTIONS ON REGISTERED PLANS - RRSP + TFSA
- CONFIRM YOUR RETIREMENT INCOME SOURCES AND SPENDING PER MONTH
- START BUILDING A SOCIAL NETWORK OUTSIDE OF WORK
- CONFIRM YOUR CPP/OAS STRATEGY

# PRE-RETIREMENT CHECKLIST

## 6 MONTHS AWAY FROM RETIREMENT

### TASK CHECKLIST

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- DECIDE WHEN/HOW YOU'LL NOTIFY YOUR EMPLOYER OF YOUR FINAL DAY
- ENSURE ALL YOUR PERSONAL INFO IS UP TO DATE AND NOT ON WORK COMPUTER
- CONSIDER GETTING A LINE OF CREDIT ON YOUR PROPERTY WHILE EMPLOYED
- ADDRESS YOUR HOUSING SITUATION IF MOVING OR DOWNSIZING
- CONSIDER BUYING YOUR RETIREMENT TOYS/HOBBIES/CARS WHILE STILL WORKING
- USE UP YOUR BENEFITS IF YOU HAVE THEM - NEW GLASSES OR A MASSAGE!
- FINALIZE DISCUSSIONS WITH YOUR SPOUSE ON YOUR RETIREMENT PLAN
- ENSURE THAT YOUR "RETIREMENT PAYCHEQUE" IS SET UP
- BEGIN FOCUSING ON YOUR LIFE "OUTSIDE" OF WORK
- SCHEDULE YOUR FIRST 6 MONTHS TO A YEAR POST RETIREMENT
- SAY GOODBYE TO YOUR WORK FRIENDS  
RETIREMENT PARTY OR LUNCH/DINNER
- ENJOY THE RIDE! IT ONLY HAPPENS ONCE