



Retirement income planning

Getting ready. Taking control. Getting moving.

be ready®

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Are you ready to plan for retirement?

You may be considering taking control of your retirement—and if you are, you may be seeking an organized, practical approach.

As your financial advisor, I'm ready to help guide you through a clear and thoughtful process designed to align your real numbers with your real retirement goals.

The goal is to help you create an effective, straightforward income plan to help you live a comfortable retirement on your terms.

Getting ready.

Planning may be easier with a financial advisor as your ally.

Entering retirement with a financial plan may help to achieve your long-term goals. But with so many priorities in your life, and a to-do list that just keeps growing, where do you find the time and energy to get serious about planning for retirement ... and where do you begin?

I can help you get started today.

I can work with you to help outline your plan, focus on manageable tasks and provide guidance to keep you in control and moving toward your goals. If you decide to work with me, I'll help you think about what you want your retirement to look like and how you can make the most of it.

Here's how the process recommended by Voya Financial Advisors, Inc. works:

- We help you to build a solid retirement income plan starting with clear organization and a practical, realistic assessment of your financial and lifestyle situation.
- I listen to your needs and help guide you through a retirement income planning process. Then we combine what you want to do in retirement with a realistic picture of your finances to develop and implement a plan built exclusively for you.
- If we follow the steps in this program, you will see how your assets will work throughout your lifetime to help you meet your retirement goals. The process is designed to help you gain confidence from having a plan that puts you in control through every stage of retirement.

If you set up a meeting with me, I can help you cross “getting ready for retirement” off your to-do list!

Many of my clients have built a nice nest egg, but just don't know where to start planning for retirement. When I set up a meeting specifically to talk about their retirement, and walk them through a series of questions, they are so relieved. They often didn't know they needed to even think about many of the topics we cover ... and they leave with a sense of optimism and confidence that together we can figure this “retirement thing” out.

Holly – Voya Financial Advisors, retirement coach

Taking control.

In the midst of many changes, new concepts and new choices

The world continues to change quickly. Technology and communications are constantly evolving. The price of health care and college have skyrocketed. The safety nets of pension plans and Social Security grow weaker every year. It all sets the stage for an uncertain and unpredictable retirement.

Having guidance can help remove some uncertainty and give you the tools to stay in control. But you'll also want to take a few minutes to learn about the fundamentals that underlie retirement planning.

Defining what your retirement will look like.

Before you launch into the planning process, you may wish to think about the lifestyle changes that retirement will bring. What will you do when you stop working? Where will you live? What remains on your "bucket list" that you hope to accomplish?

You may wish to compare your ideas with your spouse or partner to make sure you are in sync. Different life situations may come about during retirement. Will you relocate and when? Will you be prepared to provide for yourself? Will you need to take care of an adult child or manage care for an elderly parent? How will you fill your days in this phase of life?

And, lastly, you may also want to keep an open mind and be prepared to modify and adjust your new to-do list based on your financial realities.



Identifying your new sources of income.

Without a regular paycheck, you may need to cover your essential expenses through new money sources. They could include a traditional pension plan or 401(k) through your employer, Social Security payments or an annuity. You may want to consider how to arrange for the money they generate to continue through your retirement.

If you have a traditional pension, for example, you may want to look at what payout options – lump sum or annuity payments; single or joint with your spouse – make the most sense. If you are eligible for Social Security benefits, you may wish to consider the best time to begin collecting. The age at which you start Social Security payments can significantly affect your retirement income. You may also want to explore the option of converting a single lump sum from the sale of property into a lifetime income stream.

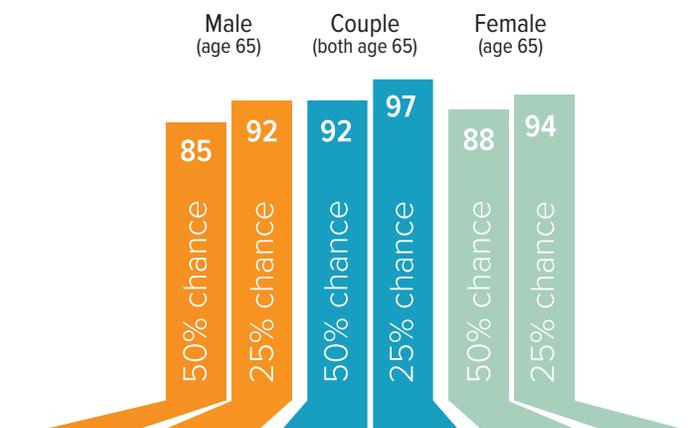
Understanding the financial challenges you'll face in the years ahead.

The assets that you've been carefully saving over the years can be used to generate some of your retirement income. How much you may have to spend may depend on how well you plan for a variety of financial challenges. Among them:

How long will you live?

This may be the single most important factor in creating your retirement income plan ... yet it is unknown. 50% of people live into their mid-80s, while 25% will see their mid-90s. Because there's no telling when your last day of retirement will be, you may want to plan for a long time horizon and for the possibility of outliving your spouse or partner.

Retirees may need to plan for longer life expectancies*



*Source: Annuity 2000 Mortality Table; Society of Actuaries. Figures assume a person is in good health.

How much can you afford to take from your portfolio each year?

Early retirement with a 40-year planning horizon could require small payouts to make sure your portfolio can go the distance. If you retire later and have a 20-year planning horizon, you may be comfortable taking out more. Either way you may wish to make sure you're properly invested for both growth and income. Being too conservative could leave little room for market growth potential. But taking on too much risk may lead to some difficult years if markets decline.

Can you stay ahead of rising costs?

It's safe to assume that the costs of basic needs will rise just as they have in the past. So in planning for a 30-year retirement, you may want to think about scaling your income so you can pay the increasing costs of goods and services as time goes by.

What expenses do you need to plan for early on?

Two key items concern most retirees: rising health care costs and paying down debt. Medical coverage is expensive, but necessary. Most people don't become eligible for Medicare until age 65, so if you retire earlier you may face a coverage gap.

If you retire with mortgage debt, lines of credit, college loans or credit card debt, you may need to earmark assets to pay down that debt.

Even low inflation can slash your buying power*



* \$37,562 was the annual expenditure for individuals age 65+ with an average income of \$39,862 from the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Expenditures 2009 report. All other numbers were calculated based on a hypothetical 3.39% rate of inflation (historical average from 1914 through 2009) to show the effects over time; actual inflation rates may be more or less.

Getting moving.

Getting and staying organized can be key to retirement planning success



If everything is in place up front, you can minimize your work and maximize your time. Plus, looking at your goals and finances in a structured way may help you get a better handle on any challenges or concerns. The five steps of the program below may help you get organized right from the start, if you decide to use our recommended process. These are the steps we follow:

1. Engaging	2. Exploring	3. Designing	4. Implementing	5. Managing
We start with an in-depth discussion about what you want your retirement to be. Then we can talk about how you can work toward it.	Gathering your information together so you and I can review what you have before developing your retirement income plan.	Next, I can help you create a holistic retirement income plan based on your tolerance for investment risk and the length of time you have to invest. The plan should build on your data and reflect your needs and wishes.	If you choose to, we'll put your plan into action by making the product and investment changes we discussed. Your plan would be tailored to your specific situation and designed to create income throughout your retirement.	Reviewing your plan periodically to look at the investment performance and consider how lifestyle or other changes may affect your plans before or during retirement.

If you want to get started:

Getting your information organized may help you feel more in control and confident. You may wish to consider:

1. Getting a large folder or box to collect your papers
2. Gathering together paper files and use online resources if you want to print your most current statements
3. Contacting former employers for any retirement plan documents you cannot easily locate
4. Sorting documents into common categories (bank statements, retirement plans, credit cards, etc.)
5. Setting aside just 1/2 hour a day to work on it may make preparations manageable.

Getting moving.

Possible action steps for your retirement income planning program

Over the next few months, if you decide to work together, we can develop your retirement income plan. A first step is to meet together; feel free to ask me any questions along the way. This is your retirement plan, so you are in control of the pace and any planning that we may do. The lists below can help you make the most of our time together.

1. Engaging

Planning starts with an in-depth discussion about what you want your retirement to be. Then, we would talk about some of the ways we can work toward that goal together.

Financial advisor's role – I'll ask you questions and lead the discussion. But my key role will be to listen to what you want and need. I'll share information about different financial risks and try to make the conversation as comfortable as possible by answering all your questions.

Client's role – Discuss your thoughts and ideas about retirement with your spouse, partner or family members. Identify what you want versus what you need. That's a distinction that can inform certain decisions you'll need to make later.

2. Exploring – Organizing those papers

For this step, you and I would review the information you've gathered before developing your retirement income plan.

Financial advisor's role – I'll give you a roadmap for getting organized – starting with the checklist in this brochure. In the explore phase, we can update your current profile, make adjustments and help you understand any shortfalls or gaps between your assets and what you'll need during retirement.

Client's role – It's important to get all of your financials in order. Providing a comprehensive financial picture will help us know where your income will come from throughout retirement. That will be useful in creating your budget.

Before meeting with me, you may want to:

- Think about specific questions you want to ask
- Discuss what you want your retirement to be with
- Continue the discussion with your spouse, partner or someone close to you

After meeting with me, you may want to:

- Follow the steps I've recommended
- Keep a notebook of ideas, questions and your spouse/partner or someone important to you interesting facts you learn
- Get a better picture of what you want your retirement to be

Before meeting with me, you may want to:

- Gather current documents for your sources of income in retirement: employer and military pensions, retirement savings plans, annuities
- Use calculators on www.SSA.gov to check your Social Security options
- Collect most recent statements from all of your financial accounts
- Fill out the retirement income workbook and return it to me

After meeting with me, you may want to:

- Spend time reviewing your retirement income profile
- Review any new information provided and make a list of questions you'd like answered
- If we find a gap in meeting your expenses in retirement, consider some options to close it

Getting moving.

3. Designing – Maximizing your assets

The goal of the design phase is to create a holistic retirement income plan that builds on your data reflecting your needs and wishes.

Financial advisor's role – Using a “what if” tool to look at different options, I can provide a total view of how you can create income in retirement. We can study different strategies for withdrawing a portion of your assets each year and discuss these choices with you.

Client's role – At this point you would work on developing a budget for your retirement and completing your balance sheet. You would learn about new strategies and options that will allow you to get the most from your money.

4. Implementing – Choosing your products

If you choose, we'll put your plan into action by making any product and investment changes you have approved. Your plan would be tailored to your specific situation and designed to create income throughout your retirement.

Financial advisor's role – Various product and investment recommendations can help deliver the income you need. Working together, we can get a balanced assessment of your complete financial picture so you can see where you stand with cash, flexibility, growth and protection for your entire retirement.

Client's role – Reviewing how your assets and income sources can give you the income you need throughout retirement. You can discuss which options are best for you and share any concerns you have at the prospect of living in retirement.

5. Managing – We can work together

You may want to review your plan periodically, look at the investment performance and consider how lifestyle or other changes may affect your plan before or during retirement.

Financial advisor's role – I'd want to stay in touch throughout the year. We can look at your investments and cash needs, and adjust your plan as necessary. I feel it's important to keep track of key dates that are important triggers. You can contact me at any time to discuss concerns or ask questions about your retirement income plan.

Client's role – Your initial plan is just the starting point. You may want to review your plan regularly and make adjustments based on changes in your life or lifestyle. If the program makes sense for you, we can work together throughout your retirement.

Before meeting with me, you may want to:

- Make a list of potential trade-offs in retirement to make sure your money lasts
- Think about your options for working longer, delaying Social Security, downsizing your house, etc.

After meeting with me, you may want to:

- Review your retirement income plan
- Think about your various options for generating income in retirement
- Understand the importance of withdrawal rates

Before meeting with me, you may want to:

- Get familiar with different categories of investment products for income in retirement
- Prepare a list of questions you have about key retirement products: income and deferred annuities, fixed-income strategies, bond ladders, etc.
- Read why continuing to invest in stocks will be important throughout retirement in the *Reading and Using your Voya retirement income plan* brochure

After meeting with me, you may want to:

- Make sure you are comfortable with investment and product recommendations
- Ask any questions about accessing your money in retirement
- Understand how your assets will be structured to last by splitting them into different income-producing sources

Before meeting with me, you may want to:

- Update your budget based on current annual spending: essential and discretionary expenses, and any unplanned extras (home repairs, grandchildren, vacations, etc.)
- Think about new spending needs for the coming year
- Note significant changes in your life or the economy that could affect your financial needs

After meeting with me, you may want to:

- Review your retirement income plan
- Consider any new investments or products that would help you meet your income needs for the next year in retirement
- Be sure to contact me with any questions or major changes throughout the year

Getting ready.

Taking control of your retirement.

If you've met with your financial advisor already, or are considering preparing to meet soon, it may be a good idea to think about some of the decisions you will make as you move into this exciting time of your life. Plus, knowing what's ahead may help keep you in the driver's seat.

Answering common questions about your life in retirement.

Here is a list of questions that many near-retirees find helpful to get started retirement planning. You may wish to answer the questions from your point of view first, then compare them with your spouse, partner or those closest to you.

What do you want to do when you stop working to fill days that all seems like holidays?

Where will you live and in what type of housing?

What do you most want to achieve in this new phase?

How will you plan for the realities of living to an old age?

Identifying your various income sources.

Once employer paychecks stop arriving, you may want to create your own income. For most retirees, several different sources become the foundation of their retirement income. You may want to pull together the documentation for those resources you and your spouse or partner will utilize.

Income Source	You	Spouse / Partner
Employer Pension		
Do you have your current documents available?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you understand your payment options?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Social Security		
Are you eligible for Social Security benefits?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you decided at what age you will begin payments?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you considered your tax situation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If your spouse outlives you, have you thought about the impact on his or her Social Security income?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Annuity Income		
Have you purchased an income annuity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you own any annuities that could become an income source?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you know which options are available to help you maximize your annuity income?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Income		
Do you receive permanent alimony payments?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you due income from a divorce settlement?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you eligible for a military pension or benefits?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you receive any income from rental property?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Getting moving.

It may be time to get serious about digging through all of those papers and files you've collected over the years! It might take a little time, but the results may help you define – and refine – your retirement plan.

You will likely want to gather the most current documents for all your financial holdings.

Assets	You	Spouse / Partner	Debts	You	Spouse / Partner
Retirement Accounts			Mortgages		
Traditional IRAs	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Primary home	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Current or former employer plans – 401(k), 403(b), 457, SEP, SIMPLE, Keogh, Profit Sharing, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Secondary home	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Roth IRAs	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Home equity line of credit	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Savings Accounts			Large Outstanding Debt		
Banks	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	College loans for children/grandchildren	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Unions	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Auto loans	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Business loans	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Investment Accounts			Consumer Debt		
Financial firm (bank, insurance company)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Credit card outstanding balances	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Brokerage house	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mutual fund company	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other Assets					
Bank CDs	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Savings Bonds	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			



The information needed to pursue a successful retirement goes beyond traditional financial planning.

Voya Financial Advisors is committed to helping you take control of your personal and financial retirement life using an organized and practical approach to tailor solutions to meet your needs. We believe that:

Retirement Income Planning should be guided by a process for estimating sustainable retirement income and withdrawal rates.

Successful navigation of the process requires a highly qualified financial advisor.

Appropriate financial products and investments designed to generate income should be part of every planning recommendation.

About Voya Financial Advisors

Voya Financial Advisors, Inc., the broker-dealer of Voya Financial® (NYSE: VOYA), supports a wide range of clients through approximately 2,200 independent financial advisors. With education, financial planning and a broad range of personalized asset accumulation, protection and distribution solutions, Voya Financial Advisors is focused on helping Americans advance their retirement readiness. Voya Financial is a premier retirement, investment and insurance company serving the financial needs of approximately 13 million individual and institutional customers in the United States. For more information, visit Voya.com.

Protection You Can Trust

If you choose to work with Voya Financial Advisors, Inc. and a financial advisor, you will have the confidence of knowing that all brokerage execution and technical services are performed by an established provider — Pershing LLC, a subsidiary of The Bank of New York Mellon Corporation. Pershing provides account protection for the total net equity of assets held in custody for your account. Voya Financial Advisors is a member of SIPC, which protects securities customers of its members up to \$500,000 including \$250,000 for claims for cash. An explanatory brochure is available at www.sipc.org. In addition to SIPC protection, Pershing provides coverage in excess of SIPC limits from a commercial insurer. Account protection applies when an SIPC member firm fails financially and is unable to meet its obligations to its securities clients, but it does not protect against losses from the rise and fall in the market value of investments.

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