

Are you thinking of taking the next exit?



STEPS IN THE RETIREMENT PROCESS

1. **Have** a retirement date in mind, (plan to work until the last business day of the month).
2. **Be sure** that any upgrades or buybacks have been completed **BEFORE** your retirement date.
3. **Confirm** your benefit amount by contacting the retirement office, (call 624-6506 to request an estimate).
4. **Formulate** a plan for your health insurance options, (be sure to ask about your subsidy entitlement).
5. **Calculate** how much you will need to have deducted from your retirement check for Federal taxes.
6. **Be prepared** to visit the retirement office before your retirement date, along with your spouse. (Call 624-6506 for an appointment).