

## RETIREMENT INCOME READINESS REVIEW

Simple strategies to help you become your clients' advisor of choice



### CAPTURE MORE OF YOUR CLIENTS' ASSETS

The Income Readiness Review is a simple and systematic process to assist you in capturing more of your clients' assets while helping them build a successful, sustainable retirement income plan through the adoption of Product Allocation strategies. The goal – to provide your clients with confidence that their income plan will meet their retirement needs, and ultimately, view you as their advisor of choice.

In this program, we have developed a step-by-step process you can follow to understand a client's financial situation, evaluate potential retirement income solutions and recommend an effective retirement income plan designed to meet a client's needs for growth and income guarantees. Samples of all the worksheets you require to conduct the Income Readiness Review are included in the Retirement Solutions Strategy kit.

For electronic copies of these worksheets, simply go to [productallocation.ca](http://productallocation.ca)

## ABOUT PRODUCT ALLOCATION

Many advisors are beginning to recognize the importance of Product Allocation. Product Allocation focuses on the types of products that retirees hold and how these products can work together to provide growth and guaranteed income for life.

To help advisors become their clients' advisor of choice, Manulife, alongside industry expert Dr. Moshe Milevsky has developed an exclusive Product Allocation Tool to calculate income sustainability through a measurement called the Retirement Sustainability Quotient, or RSQ.

An RSQ is a percentage measure of how likely a mix of investment products will provide desired lifetime retirement income. The Tool will also assist in developing a plan to improve the RSQ by determining which combination of investment products will best suit client needs.

The Product Allocation process is not biased in favour of any single product category – instead, it creates a recommended mix of products based on your client's financial situation. The Product Allocation mix generated by the Tool is a guide, and can be adjusted to meet your client's retirement goal.

## THE RETIREMENT INCOME READINESS REVIEW PROCESS

### 1 Practice Snapshot

- Begin by examining your current book of business to determine how your assets are split between traditional Systematic Withdrawal Plans (SWPs)\*, Guaranteed Minimum Withdrawal Benefits and Annuities
- Worksheets are available in our Retirement Solutions Strategy kit to help you identify potential product gaps and highlight opportunities to recommend new products to meet your client's retirement income needs

### 2 Target and Engage Qualified Clients

- Engage clients aged 50+ who are prime candidates to benefit from a Product Allocation strategy

- The Product Allocation website, [productallocation.ca](http://productallocation.ca), includes numerous sales and marketing tools which can help you target high priority prospects and provide you with marketing strategies and tactics to generate interest

### 3 Client Discovery

- Review the retirement lifestyle priorities and personal financial objectives of qualified clients
- Review the details of their current savings and investment plan, their risk tolerance, current asset allocation and essential and discretionary expenses in the first year of retirement

\* The SWP product category represents regularly scheduled withdrawals from non-guaranteed sources of income such as mutual funds, segregated fund contracts, stocks, bonds, and bank or insurance company GICs.



- We have worksheets and a Savings Calculator to help you determine whether they are on track to meet their goals
- If potential imbalances are discovered, your client may be required to realign or adjust their financial priorities

#### 4 Determine Retirement Income Sustainability

- Utilize Manulife's Product Allocation Tool, at [productallocation.ca](http://productallocation.ca), to determine the Retirement Sustainability Quotient (RSQ) of your client's current investment portfolio
- If the RSQ is lower than desired, determine whether an appropriate model portfolio is available
- If an optimal RSQ does not exist, adjust your client's desired income and/or number of years till retirement
- Once you have a model portfolio, maximize the RSQ by making adjustments to the product and asset allocation mixes to meet your client's personal financial objectives
- The Tool can also help determine if your client can take additional retirement income and use it to purchase life insurance

#### 5 Implementation

- Provide your clients with the Product Allocation Report and outline next steps
- Gain client agreement and send them a letter thanking them for the business
- All the administration forms you need to place the business are on our website

#### 6 Review

- Review retirement income plan on an annual basis, or as appropriate, whenever significant changes occur to your client's personal financial situation

#### 7 Contact Us

- To learn more about Product Allocation visit [productallocation.ca](http://productallocation.ca), or email [rsq@manulife.com](mailto:rsq@manulife.com)

## PARTNER OF CHOICE

At Manulife Financial, we are committed to providing you with the products, tools, programs and service to help you meet your clients' financial goals. Our integrity, stability and dependability has allowed Manulife to become one of Canada's leading financial services companies.

Manulife remains among the highest rated life insurers in the world – a recognition of our financial discipline and longstanding record of strong operational performance.



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**FOR MORE INFORMATION ON HOW MANULIFE HELPS YOU BECOME THE ADVISOR OF CHOICE FOR  
YOUR CLIENTS, CALL YOUR WHOLESALER OR VISIT [PRODUCTALLOCATION.CA](http://PRODUCTALLOCATION.CA)**

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