

Entering fixed income streams

Guaranteed Withdrawal Benefits and Annuities

The features discussed in this Quick Reference Guide apply to Level 1 and Level 2 plans. If you are in a Forecaster Assessment or Asset Allocation assessment, you can upgrade to a Level 1 or Level 2 plan by going to **Plan Management - Plan List - Promote**.

Adding a Guaranteed Withdrawal Benefit

To add a guaranteed withdrawal benefits plan, follow these steps:

1. Go to the **Annuities** page (**Enter Financial Data - Net Worth - Annuities**).
2. Click **Add Guaranteed Withdrawal Benefit**.

3. In the **Guaranteed Withdrawal Benefit** dialog box, enter in the following information:
 - **Description**
 - **Account Type**
 - **Owner**
 - **Annuitant**
 - **Holdings**
4. Once complete, click the **Payout Options** tab.
5. Enter in all contract and withdrawal information for the annuity, when complete click the **Savings Strategy** tab.
6. To manually enter a return rate or the standard deviation, go to the **Return Rates** tab. Select the **Override** option and enter the desired values.

Note: If a holding was entered in the **Subaccounts** tab and was given an asset classification, the return rate for that asset classification will appear on this tab.

7. Click **OK** when finished.

Adding a Savings Strategy to a Guaranteed Withdrawal Benefit Plan

Savings strategies can be added to GWB's prior to the benefit start date. In order to enter a savings strategy, follow these steps:

1. Go to the **Savings Strategy** tab from within the **Guaranteed Withdrawal** dialog box.
2. Click **Add Savings Strategy**.
3. Enter in the **Amount**, **Frequency**.
 - You can enter either dollar amounts or percentages here. However, dollar values of 25 or less need to be entered with a dollar (\$), or else NaviPlan will interpret them as percentages.
 - For certain registered annuities, you can enter in **MAX** in the appropriate **Salary** field to have the employee contribute the maximum allowable amount.
4. Enter the **Start Date** and **End Date**.
5. To index the strategy at the rate of inflation, select **Infl**. To index at a greater or lesser rate, select **Infl** and enter a different percentage into the **+/- Add'l** field.

Note: The **Infl** option is unavailable when a percentage of salary is entered.

- When you are finished, click **OK**.

Adding Existing Annuities

To model an annuity from which clients currently receive payments, follow these steps:

- Go to the **Annuities** page (**Enter Financial Data - Net Worth - Annuities**).
- Click **Add Existing Annuity**.
- Enter in a **Description**, **Account Type**, **Income Option** and **Payout Options** information
- To change the income option, select either **Life Income** or **Term Certain** from within the **Income Option** menu.
- When you are finished, click **OK**.

Adding Future Annuities

To model the future purchase of an annuity, follow these steps:


- Go to the **Annuities** page (**Enter Financial Data - Net Worth - Annuities**).
- Click **Add Future Annuity**.
- Enter in a **Description**, **Account Type**, **Income Option** and payout option information.

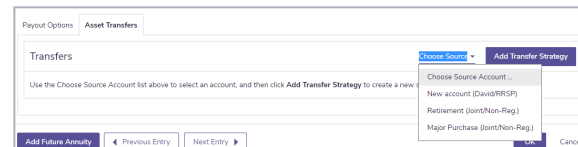
- To change the income option, select either **Life Income** or **Term Certain** from within the **Income Option** menu.
- When you are finished, click **OK**.

- Click **Add Transfer Strategy**.
- Enter in a dollar or percentage amount in the **Transfer Amount** field.
- Click **OK** when finished.

Funding a Future Annuity Purchase with Existing Assets

To fund a future annuity purchase with other assets in a plan, follow these steps:

- Go to the **Annuities** page (**Enter Financial Data - Net Worth - Annuities**).
- Click  to edit the **Future Annuity**.
- In the **Details** dialog box, deselect the **Autofund** option. Once deselected, the **Asset Transfers** tab will appear.
- Click the **Asset Transfers** tab.



- From the **Choose Source Account** menu, select the account you wish to use.

Note: Only accounts entered on the **Accounts** page (**Enter Financial Data - Net Worth - Accounts**) are available as source accounts. Holding Companies, Insurance Policies, and Life Style Assets are not available to fund an Annuity.