



# Transition Checklist

Are you planning on transitioning or retiring from full time service? We encourage you to attend a transition seminar and to use this checklist to ensure you are fully prepared for the next stage of your life.

## Superannuation

- Research and understand superannuation, including your [Military Superannuation](#) entitlements.
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## Debt

- Conservatively manage debt.
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## Taxation

- Conservatively minimise tax. Read the [Australian Tax Office guide for the ADF](#).
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## Risks

- Understand the risk/reward relationship.
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## Costs

- Control costs of investments.
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## Insurance

- Consider and have adequate insurance such as life insurance, health insurance, salary continuance insurance.
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## Be Prepared

- Have a cash buffer for bad times.
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## Homework

- Do your homework and research your options.
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## Financial Advice

- Watch the [Financial Advisers – The Facts and the Fiction](#) film (or use the [Getting Advice e-Learning module](#)) and consider whether you should see a financial adviser.
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## Business

- Understand the pitfalls of business.
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## Accountants

- Appoint a suitable accountant.
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## Will

- See a lawyer about making a will and keeping it current.
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## Power of Attorney

- See a lawyer about granting a Power of Attorney to your spouse, partner or next of kin, or keeping it current.
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## Your plan

- Make an appointment with a FIS Officer.
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## Budgeting

- Complete [online budget planner](#)