



FINANCIAL EDUCATION WEEK 2019

March 4 - 9, 2019

**Participants Handbook
for Retired Professionals**

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Action 1: Control your expenses

Do you get excited by the word “Free”? All of us do.

Think twice before accepting anything that comes free. Why would companies want to offer something free to you? Are these companies doing business or charity? No company is working for your benefit; every company is trying to maximize their sales through various attractions. Companies are coming out with newer techniques to make you spend more. Here we highlight some of them, but companies are becoming innovative in making us spend more. Next time when you see an offer which says “Free” or “Discounts” do remember to evaluate them carefully.



Look closely at the word free on the coupon, there is an *

We get excited about Rs 1000 free shoes, but if we closely examine the voucher, we can see that to get Rs 1000 we have to spend Rs 5000

All coupons are designed to make you spend more and not to save money. So don't rush to buy anything because you have coupon which offers to give your Free cash.



This is a free coupon from online retail company Jabong.com To redeem this Rs 2000, you will have to spend Rs 8000. And you will find that the same goods are available for less than that in your neighborhood mall.



There are sale everywhere today. Some sale even offers 5 free for 2 purchases. If you look closely at the advertisement, it also mentions about 40% discount on 1. Why not just go for Buy 1 and get 40% offer, after all we went there to buy just 1, why buy 5 when we don't need. Most importantly the Buy 2 Get 3 will be offered on only selected items & that's sure to increase our spend and also end up having 4 more items which we may not like it



This promotion makes you buy 7 when all you need is only one. Not just they do also want you to go for the assured gifts and to get these gifts you will have to spend more. For example to get the assured gift of "Trolley", you will be asked to spend not less than Rs 5000, Cost of Trolley is less than Rs 1000. So you wanted to buy a Shirt and Trouser for Rs 2000/ you must stick to it and not get overwhelmed by all these discount offers.



This co-branded credit card from Makemytrip and HSBC claims to offer Rs 5500 worth vouchers free on signing up. What are these vouchers?

Rs 750 on International Return Ticket

Rs 500 on 4 Star Hotel booking

Rs 1500 on Domestic Holidays

Rs 2500 on International Holidays

Thus to claim the Rs 5500 discount vouchers, we may end up spending more than Rs 5 lakhs

All discounts, sale, promotions, coupons etc are ways to make us spend more and spend beyond our budgets. These are created in such a way that we break our budgets, so that shop keepers can achieve their sales budgets.

Your Monthly income is most likely to stagnate, but expenses will increase every year. To compensate for this growing gap between income and expenses, it is necessary to have combination of strategies which will reduce the impact of inflation

Every year you must take an estimate of Surplus/Deficit in your Income Expenses and how much you will be drawing out from the corpus. The remaining corpus must be invested to earn a return which will be sufficient to manage rest of your retirement years.

If your income is more than the expenses and you don't have to withdraw from the Retirement corpus and you are very safe. The moment you start withdrawing from the retirement corpus then you need to be careful and estimate how long your money will last.

Calculate the investment Factor

Investment Factor = Total Assets (Page 41)

$$\frac{\text{-----}}{\text{Annual Deficit}}$$

Example:

If your Monthly income is Rs 5,000/= and your Annual Expenses are Rs 3,60,000 and Total Assets available is Rs 42 lakhs, Calculate the Investment Factor.

Annual Income = Rs 60,000

Annual Expenses = Rs 3,60,000

Annual Deficit = Rs 3,60,000- Rs 60,000 = Rs 3,00,000/=

$$\text{Investment Factor} = \frac{\text{Assets Available } 42,00,000}{\text{Annual Deficit } 3,00,000} = 14$$

From the chart below we can estimate how many years will the corpus last. Suppose your current age is 60 and you are able to get a return of 10% then the corpus is likely to last for 14 years

		Rate of Interest on Investment					
		7%	8%	9%	10%	11%	12%
Y e a r s t o M a n a g e	10	12	11	11	10	9	9
	11	13	12	12	11	10	10
	12	15	14	13	12	11	11
	13	16	15	14	13	12	11
	14	18	16	15	14	13	12
	15	19	18	16	15	14	13
	16	21	19	17	16	15	14
	17	23	20	19	17	16	14
	18	24	22	20	18	16	15
	19	26	23	21	19	17	16
20	28	25	22	20	18	16	

What alternatives are available for us to make our corpus last for a long period of time?

Only option is to control the current expenses. One must do this exercise every year to ensure that corpus can be stretched for a long period of time

Action 2: Financial Products for Senior Citizens

The chart below presents suitability of financial products for Senior Citizens

Product	Approx Interest	Real Interest after Tax (10% tax bracket)	Real Interest after Tax (20 % Tax Bracket)	Real Interest after Tax (30% tax bracket)	Remarks
Bank FD	9.25%	8.35%	7.4%	6.5%	Maximum 20 Lakhs to be kept in Bank FD
Company FD	10%	9%	8%	7%	If total amount available is Rs 50 lakhs, then keep Rs 20 Lakhs
Post office MIS	8.4%	7.6%	6.72%	5.88%	Suitable only for those in 0% Tax bracket
Sr Citizen scheme	9.3%	8.35%	7.4%	6.5%	Lock in 5 years, normal FD better
Inflation indexed bonds	Inflation +1.75%	10% Tax to be paid	20% tax to be paid	30% tax to be paid	10 year lock in makes it unattractive
Tax Free Bonds	8.5%	8.5%	8.5%	8.5%	10 year lock in makes it unattractive
Fixed Maturity Plans	8.5%-10%	~8%	~8%	~8%	Very attractive for those with more than 50 lakhs corpus because of tax benefits

Action 3: Plan for next 12 years and not 12 months

Most retired professionals plan their finance for the immediate 12 months. For e.g if current monthly expenses is Rs 30,000 and available corpus is Rs 40 Lakhs. It is easy to deposit Rs 40 Lakhs in a monthly investment scheme (Post office or bank MIS) @ 8.4% and receive Rs 28,000 per month to manage monthly expenses. But the real issue is not today's expenses, but expenses are increasing atleast 10% every year because of inflation. If this year expenses are 30,000 per month, next year expenses is likely to be 33,000. Every 7 years expenses are likely to double. If in 2014 our monthly expenses are Rs 30,000 in 2021 monthly expenses will be Rs 60,000. This way if we plan our expenses only for next 12 months through Monthly income schemes, then it will be difficult to manage expenses after 6 years. Hence better way is to plan for next 12 years atleast or if not, even better for next 20 years.

Steps to Plan for next 20 years

1. Keep this years expense in Saving Account
2. Invest remaining amount in FD at 9.25% for 1 year
3. At the end of the year – withdraw the interest only and use for next year expenses, reinvest remaining back in 1 year FD.

Case Study: Suppose if current monthly expenses are Rs 30,000 and Amount available is Rs 40 Lakhs. Keep Rs 3,60,000 in Savings A/c and invest remaining Rs 36.4 Lakhs in 1 year FD for 9.25%. Interest received at the end of the year is Rs 3,36,700. This can be used for next year's expenses and remaining

amount can be redeposited in one year FD again.

Detailed Case Studies with Cash flow plan for next 20 years

Case 1:

Current Age	60
Current Monthly Pension Income, if any	₹ 6,000
Current Monthly Rental income if any	₹ 0
Monthly Income from Post Retirement Job	₹ 0
Current Monthly Expenses	₹ 30,000
Will your Pension Income Increase every year?	No

Investment Details	Amount
Savings Bank Amount Available	₹ 200,000
EPF Corpus as of now	₹ 3,000,000
Gratuity Corpus as of now	₹ 1,000,000
Super Annuation Corpus as of now	₹ 500,000
NPS Corpus as of now	₹ 0
Performance Bonus for the year	₹ 0
PPF Corpus as of now	
NSC Corpus as of now	₹ 0
Tax Saving Bonds Corpus	₹ 0
Fixed Deposit Corpus Value	₹ 0
Inflation Indexed Bonds	₹ 0
Post Office Savings Available	₹ 0
Insurance Surrender Value	₹ 0
Value of Mutual Fund Redeemable as of now	₹ 0
Value of Gold/Silver/Commodities which can be liquidated	₹ 0
Real Estate - Value of Property which you don't live in	₹ 0
Value of Stocks/Derivatives Investments as of now	₹ 0
Value of any other Investment which can be liquidated	₹ 0
Total Cash Assets	₹ 4,700,000
Total Non Cash Assets	₹ 0
Total Commodities based Assets	₹ 0

Cash flow for above Case

Age	Regular Annual Expenses	Pension Income	Cash - Available beginning of the year	Amount to be kept in savings Account	Amount available for investment	Amount to be invested in FD	Amount to be invested in FMP	Balance Cash Available at the end of the Year
60	360000	72000	4700000	288000	4412000	2143000	2269000	4801313
61	392400	72000	4801313	320400	4480913	2176472	2304441	4877423
62	427716	72000	4877423	355716	4521707	2196287	2325420	4923123
63	466210	72000	4923123	394210	4528912	2199787	2329125	4932485
64	508169	72000	4932485	436169	4496315	2183954	2312362	4898775
65	553905	72000	4898775	481905	4416870	2145366	2271505	4814356
66	603756	72000	4814356	531756	4282600	2080148	2202452	4670583
67	658094	72000	4670583	586094	4084489	1983921	2100568	4457682
68	717323	72000	4457682	645323	3812359	1851742	1960617	4164619
69	781882	72000	4164619	709882	3454737	1678038	1776700	3778956
70	852251	72000	3778956	780251	2998705	1456533	1542172	3286690
71	928954	72000	3286690	856954	2429737	1180174	1249563	2672070
72	1012559	72000	2672070	940559	1731510	841030	890480	1917399
73	1103690	72000	1917399	1031690	885710	430208	455502	1006691
74	1203022	72000	1006691	1131022	-124331	0	0	-79090

Rs 47 Lakhs corpus will last only for 14 years. By end of the 14th year the corpus will become 0. If we need to manage the corpus for more years, the current year expenses have to be brought down. Let's say if we can bring down the expenses to Rs 22,000 from Rs 30,000 then money will be available even after 79 years of age.

This case again shows the importance of Planning for next 20 years instead of next 12 months. By Planning for next 20 years, we will be forced to reduce our expenses and life style this year.

Age	Regular Annual Expenses	Pension Income	Cash - Available beginning of the year	Amount to be kept in savings Account	Amount available for investment	Amount to be invested in FD	Amount to be invested in FMP	Balance Cash Available at the end of the Year
60	264000	72000	4700000	192000	4508000	2143000	2365000	4902113
61	287760	72000	4902113	215760	4686353	2227785	2458568	5096705
62	313658	72000	5096705	241658	4855047	2307978	2547069	5280895
63	341888	72000	5280895	269888	5011008	2382118	2628889	5451355
64	372658	72000	5451355	300658	5150697	2448524	2702174	5604250
65	406197	72000	5604250	334197	5270053	2505263	2764790	5735178
66	442754	72000	5735178	370754	5364424	2550124	2814300	5839101
67	482602	72000	5839101	410602	5428499	2580584	2847915	5910262
68	526037	72000	5910262	454037	5456226	2593765	2862461	5942104
69	573380	72000	5942104	501380	5440724	2586396	2854328	5927167
70	624984	72000	5927167	552984	5374183	2554763	2819419	5856986
71	681233	72000	5856986	609233	5247753	2494662	2753091	5721968
72	742544	72000	5721968	670544	5051425	2401332	2650093	5511263
73	809372	72000	5511263	737372	4773890	2269398	2504492	5212611
74	882216	72000	5212611	810216	4402395	2092798	2309597	4812184
75	961615	72000	4812184	889615	3922568	1864699	2057869	4294402
76	1048161	72000	4294402	976161	3318241	1577416	1740825	3641733
77	1142495	72000	3641733	1070495	2571237	1222307	1348930	2834468
78	1245320	72000	2834468	1173320	1661148	789672	871476	1850477
79	1357399	72000	1850477	1285399	565079	268625	296453	667352

Case Study 2:

Current Age	60
Current Monthly Pension Income, if any	₹ 8,000
Current Monthly Rental income if any	₹ 0
Monthly Income from Post Retirement Job	₹ 0
Current Monthly Expenses	₹ 30,000
Will your Pension Income Increase every year?	No

Investment Details	Amount
Savings Bank Amount Available	₹ 200,000
EPF Corpus as of now	₹ 4,000,000
Gratuity Corpus as of now	₹ 1,000,000
Super Annuation Corpus as of now	₹ 500,000
NPS Corpus as of now	₹ 0
Performance Bonus for the year	₹ 0
PPF Corpus as of now	₹ 0
NSC Corpus as of now	₹ 0
Tax Saving Bonds Corpus	₹ 0
Fixed Deposit Corpus Value	₹ 0
Inflation Indexed Bonds	₹ 0
Post Office Savings Available	₹ 0
Insurance Surrender Value	₹ 0
Value of Mutual Fund Redeemable as of now	₹ 0
Value of Gold/Silver/Commodities which can be liquidated	₹ 0
Real Estate - Value of Property which you don't live in	₹ 0
Value of Stocks/Derivatives Investments as of now	₹ 0
Value of any other Investment which can be liquidated	₹ 0
Total Cash Assets	₹ 5,700,000
Total Non Cash Assets	₹ 0
Total Commodities based Assets	₹ 0

In the above case if we invest all the money in FD, then cash flow will be as mentioned in the next table. The Annual expenses of Rs 36,000 is growing at 10% and by 80 years of age Annual Expenses will be Rs 18.5 Lakhs.

Age	Regular Annual Expenses	Pension Income	Cash - Available beginning of the year	Amount to be kept in savings Account	Amount available for investment	Amount to be invested in FD	Amount to be invested in FMP	Balance Cash Available at the end of the Year
60	360000	96000	5700000	264000	5436000	5436000	0	5886876
61	392400	96000	5886876	296400	5590476	5590476	0	6055161
62	427716	96000	6055161	331716	5723445	5723445	0	6200312
63	466210	96000	6200312	370210	5830102	5830102	0	6317148
64	508169	96000	6317148	412169	5904979	5904979	0	6399769
65	553905	96000	6399769	457905	5941865	5941865	0	6441472
66	603756	96000	6441472	507756	5933716	5933716	0	6434657
67	658094	96000	6434657	562094	5872563	5872563	0	6370724
68	717323	96000	6370724	621323	5749402	5749402	0	6239956
69	781882	96000	6239956	685882	5554074	5554074	0	6031390
70	852251	96000	6031390	756251	5275139	5275139	0	5732675
71	928954	96000	5732675	832954	4899722	4899722	0	5329917
72	1012559	96000	5329917	916559	4413358	4413358	0	4807502
73	1103690	96000	4807502	1007690	3799813	3799813	0	4147905
74	1203022	96000	4147905	1107022	3040883	3040883	0	3331476
75	1311294	96000	3331476	1215294	2116182	2116182	0	2336204
76	1429310	96000	2336204	1333310	1002894	1002894	0	1137461
77	1557948	96000	1137461	1461948	-324487	0	0	-266009
78	1698163	96000	-266009	1602163	-1868172	0	0	-1804086
79	1850998	96000	-1804086	1754998	-3559084	0	0	-3488884

If instead of investing all the amount in FD only Rs 15 Lakhs is invested in FD and remaining amount is invested in Fixed Maturity Plans then we can see that the corpus can last for one more year because of the tax benefit.

The above 2 cases can help us appreciate the importance

- 1. Planning for Next 20 year expenses**
- 2. Planning for Tax Savings**

Age	Regular Annual Expenses	Pension Income	Cash - Available beginning of the year	Amount to be kept in savings Account	Amount available for investment	Amount to be invested in FD	Amount to be invested in FMP	Balance Cash Available at the end of the Year
60	360000	96000	5700000	264000	5436000	1500000	3936000	5922300
61	392400	96000	5922300	296400	5625900	1552401	4073499	6130115
62	427716	96000	6130115	331716	5798399	1600000	4198400	6319124
63	466210	96000	6319124	370210	5948914	1641532	4307381	6484350
64	508169	96000	6484350	412169	6072181	1675547	4396634	6620084
65	553905	96000	6620084	457905	6162180	1700381	4461799	6719788
66	603756	96000	6719788	507756	6212032	1714137	4497895	6775998
67	658094	96000	6775998	562094	6213904	1714653	4499251	6780208
68	717323	96000	6780208	621323	6158885	1699472	4459413	6722742
69	781882	96000	6722742	685882	6036861	1665800	4371060	6592621
70	852251	96000	6592621	756251	5836370	1610477	4225893	6377399
71	928954	96000	6377399	832954	5544446	1529924	4014521	6062995
72	1012559	96000	6062995	916559	5146435	1420098	3726337	5633496
73	1103690	96000	5633496	1007690	4625806	1276437	3349370	5070949
74	1203022	96000	5070949	1107022	3963927	1093799	2870128	4355117
75	1311294	96000	4355117	1215294	3139823	866397	2273426	3463222
76	1429310	96000	3463222	1333310	2129912	587724	1542188	2369647
77	1557948	96000	2369647	1461948	907698	250469	657230	1045615
78	1698163	96000	1045615	1602163	-556548	0	0	-492462
79	1850998	96000	-492462	1754998	-2247460	0	0	-2177260

With prudent planning even someone with a low corpus of Rs 30 Lakh can manage next 20 years expenses.

Current Age	60
Current Monthly Pension Income, if any	₹ 6,000
Current Monthly Rental income if any	₹ 0
Monthly Income from Post Retirement Job	₹ 0
Current Monthly Expenses	₹ 14,000
Will your Pension Income Increase every year?	No

The table below shows how Rs 28 Lakhs corpus can be stretched for next 20 years, in spite of the fact that the Annual expenses have grown from Rs 1,68,000 to Rs 8.6 Lakhs

Investment Details	Amount
Savings Bank Amount Available	₹ 10,000
EPF Corpus as of now	₹ 1,800,000
Gratuity Corpus as of now	₹ 1,000,000
Super Annuation Corpus as of now	₹ 0
NPS Corpus as of now	₹ 0
Performance Bonus for the year	₹ 0
PPF Corpus as of now	₹ 0
NSC Corpus as of now	₹ 0
Tax Saving Bonds Corpus	₹ 0
Fixed Deposit Corpus Value	₹ 0
Inflation Indexed Bonds	₹ 0
Post Office Savings Available	₹ 0
Insurance Surrender Value	₹ 0
Value of Mutual Fund Redeemable as of now	₹ 0
Value of Gold/Silver/Commodities which can be liquidated	₹ 0
Real Estate - Value of Property which you don't live in	₹ 0
Value of Stocks/Derivatives Investments as of now	₹ 0
Value of any other Investment which can be liquidated	₹ 0
Total Cash Assets	₹ 2,810,000
Total Non Cash Assets	₹ 0
Total Commodities based Assets	₹ 0

Age	Regular Annual Expenses	Pension Income	Cash - Available beginning of the year	Amount to be kept in savings Account	Amount available for investment	Amount to be invested in FD	Amount to be invested in FMP	Balance Cash Available at the end of the Year
60	168000	72000	2810000	96000	2714000	2714000	0	2937674
61	183120	72000	2937674	111120	2826554	2826554	0	3059950
62	199601	72000	3059950	127601	2932349	2932349	0	3174973
63	217565	72000	3174973	145565	3029408	3029408	0	3280613
64	237146	72000	3280613	165146	3115467	3115467	0	3374426
65	258489	72000	3374426	186489	3187937	3187937	0	3453620
66	281753	72000	3453620	209753	3243867	3243867	0	3515010
67	307111	72000	3515010	235111	3279899	3279899	0	3554976
68	334751	72000	3554976	262751	3292225	3292225	0	3569406
69	364878	72000	3569406	292878	3276527	3276527	0	3553641
70	397717	72000	3553641	325717	3227924	3227924	0	3502415
71	433512	72000	3502415	361512	3140903	3140903	0	3409777
72	472528	72000	3409777	400528	3009249	3009249	0	3269019
73	515055	72000	3269019	443055	2825964	2825964	0	3072589
74	561410	72000	3072589	489410	2583179	2583179	0	2811993
75	611937	72000	2811993	539937	2272056	2272056	0	2477690
76	667011	72000	2477690	595011	1882679	1882679	0	2058976
77	727042	72000	2058976	655042	1403934	1403934	0	1556490
78	792476	72000	1556490	720476	836013	836013	0	940074
79	863799	72000	940074	791799	148275	148275	0	193291

Action 4: Make your will and revise it every year

Notes on WILL:

1. "WILL" need not be written on Stamp paper, It can be written with your own hands on plain paper
2. Preferably registered, can be done through a Notary for less than Rs 2000/=
3. Review your WILL every year, to add additional assets created by you.
4. WILL requires one Executor and 2 witness
5. WILL cannot be made by spouses jointly. Husband and wife must have separate will. If the asset is owned jointly, then each spouse must mention only their share of the asset in their individual WILL

Sample WILL

I _____ inhabitant, residing at _____ being in a sound and disposing state of mind, hereby revoke all former Wills, Codicils and other Testamentary dispositions heretofore made by me and declare this to be my last Will and testament.

1. I appoint _____ and _____ to be the Executors / Executrices of this my Will, to act jointly and severally.

2. I direct that the following personal belongings owned by me shall be distributed amongst the persons named as follows:

3. I direct that my last illness expenses, the funeral and religious ceremony expenses / legal expenses of probate, etc. unpaid taxes, other liabilities, if any, and such other expenses shall be paid from the followings:

4. I direct that the following movable and immovable properties owned by me shall be distributed as per their respective shares amongst persons named as follows:

5. I give, devise and bequeath all the rest and residue of my property, whether movable or immovable of whatsoever nature and wheresoever situate to my absolutely.

Dated this day of 20

Signed by the said Mr./Mrs./Miss.

(Signature the Testator)

The Testator, in the presence of us present at The time, who in his presence and in the Presence of each other subscribe our name

As witnesses:

1) Signature of the Witness: Name: Occupation: Address:	2) Signature of the Witness: Name: Occupation: Address:
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Action 5: Frequently Accessed Financial Information

Bank Account Details (In case password is changed, old password needs to be struck off and new password written in the same box)

	Bank A/c 1	Bank A/c 2	Bank A/c 3	Bank A/c 4
Bank Name				
A/c No				
IFSC CODE				
MICR CODE				
Online User id				
Online Password				

On line Transaction Password				
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PAN Details

Assesse Name	PAN	On line User id	Password

Mutual Fund Accounts

	MF 1	MF 2	MF 3	MF 4
MF company				
Folio No				
User id				
Password				

Credit Card

Issuing Bank	Bill due date	Credit limit	Cash Back benefits on	Cash Back %

Insurance Accounts

Insurance Type and Company (Life / Health / Motor)	Policy No	Insured amount	Annual premium	Maturity Date / Validity date	Online user id	Password

Bill payments

Bill provider	Identification No	User id	Password	Bill due date

Real Estate Investment

Property Location	Purchase Cost	Current Estimated Value	Annualized Return till date	Property Tax Amount if Applicable	Property Tax Due Date

Investment in Gold

Description	Avg Purchase Cost	Current Estimated Value	Annualized Return till date	Wealth Tax Applicable?	Wealth Tax Due date

Loans

Loan taken from	Interest Rate	Amount of Loan	Monthly Repayment Amount	Expected date of Loan closure

Vehicles

2/4 wheeler	Reg . No	Purchase Date	Insurance Premium Amount	Insurance Company	Premium Due Date

Lockers

Bank	Location / City	Locker id no	Locker Key No	Annual Charges	Contents

List of Advisors

Category	Name	Contact No
Lawyer		
Chartered A/C		
Tax Preparer		
Insurance agent		
Financial Planner		

Clubs/ Memberships

Name of club/membership	Annual Dues	Membership Valid Till	Membership Paid

PPF

Bank	Balance Amt	Date of Maturity	location

Testimonials

Dear Mr.Rramchandran Kaushik , (Dyota Solutions) ,

During retirement process in June / July 2012 at RCF, it is merely coincidence that I discussed with you at length about financial investment after retirement. Now I realize, after 10 months of association with you that it was very sweet coincidence. During my entire tenure in marketing in the field and later as General manager / Executive director HR and MKTG at corporate , I never looked at planned investments, neither I had any interest in financial aspects .I was totally busy with company's plans and execution.

I must express that you not only arouse my liking but gradually advised me to invest online in specific schemes, taking proper care of capital gain a/c, pension a/c and of course monthly returns .Now ,I don't look at you as financial advisor but trustworthy friend.

I think this is because you are :

- 1 Good listener
- 2 You don't have any specific product to sell
- 3 You are available for extending services at any point of time
- 4 Your clarity about financial matters

I expect this enthusiasm and sincere advise in the years to come.
I wish you achieve yours goals and dreams.

With Regards,

Mukund Patil, Ex-ED (Marketing & HR) Rashtriya Chemicals and Fertilizers

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