

SUMMARY CHECKLIST

MAXIMIZING YOUR
MILITARY
MONEY

TASK

COMPLETED?

- | | | |
|----|---|--------------------------|
| 1 | Set up a checking and savings account. | <input type="checkbox"/> |
| 2 | Have account and routing numbers for direct deposit (voided check or deposit slip). | <input type="checkbox"/> |
| 3 | Establish an emergency fund. | <input type="checkbox"/> |
| 4 | Establish a plan for having bills paid while you are in training. | <input type="checkbox"/> |
| 5 | Determine how to complete your IRS Form W-4 to have an appropriate amount of income tax withheld from each paycheck. | <input type="checkbox"/> |
| 6 | Decide/calculate how much Servicemembers' Group Life Insurance (SGLI) you want to keep. | <input type="checkbox"/> |
| 7 | If married, determine how much Family Servicemembers' Group Life Insurance (FSGLI) you want your spouse to have. | <input type="checkbox"/> |
| 8 | Decide on beneficiaries for: | <input type="checkbox"/> |
| | Servicemembers' Group Life Insurance (SGLI) | <input type="checkbox"/> |
| | Death Gratuity | <input type="checkbox"/> |
| | Arrears of Pay (AOP) | <input type="checkbox"/> |
| | Thrift Savings Plan (Form TSP-3) | <input type="checkbox"/> |
| 9 | Provide name and contact information for all beneficiaries. | <input type="checkbox"/> |
| 10 | Determine whom you plan to list as your emergency contact and have this information with you when you go to training (DD Form 93). | <input type="checkbox"/> |
| 11 | Research GI Bills and determine if you will disenroll from the Montgomery GI Bill. | <input type="checkbox"/> |
| 12 | Determine what percentage of your pay you intend to contribute to your Thrift Savings Plan (TSP) retirement account. Remember the default rate is 5%. | <input type="checkbox"/> |