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Life takes some unexpected turns, and losing your job is one of them. And let’s face it, it can be challenging. There’s a lot to think about, and a lot to do - from making sure you can make ends meet to thinking about your next steps.

And at the centre of it all is what matters most - you, and your loved ones.

You’ll find practical information here to help you manage your life and finances at this time, including simple things you can do to support your health and wellbeing.
Reach out for the help you need

There’s a few things you can do right now to get help and support as soon as possible.
Centrelink can tell you about Government allowances available to you

Applying sooner rather than later for Government allowances means you don’t wait longer than you need to.
Centrelink can tell you exactly what you’re entitled to, but here’s an overview of the main benefits:

<table>
<thead>
<tr>
<th>You may be eligible for</th>
<th>What it is</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newstart Allowance</td>
<td>Financial help for when you’re looking for work or taking part in activities that may increase your chances of finding a job.</td>
</tr>
<tr>
<td>A Health Care Card</td>
<td>Gives you access to cheaper health care services and less expensive medicines. You get one automatically if you qualify for Government allowances such as Newstart.</td>
</tr>
<tr>
<td>Age Pension</td>
<td>Government payments if you’re over 65 and meet other conditions.</td>
</tr>
</tbody>
</table>

If you’re experiencing severe financial hardship, you can apply to Centrelink to have any waiting periods you may have to serve before you receive your benefits waived. This would mean receiving your Centrelink benefit earlier.

Taking control of your loans and debts

If you think you may have trouble paying your rent, your mortgage or meeting other loan repayments, think about contacting the organisations you need to pay before you fall behind.
Most banks, financial institutions and utilities companies will appreciate you getting in touch early and they’ll generally work with you on a solution.
You may be able to extend the period of loans or pay interest-only until things improve.

Take the next step

› there’s plenty of practical advice on managing debt at moneysmart.gov.au
› Financial Counselling Australia offers advice on how to negotiate with banks, finance companies and debt collectors. Just call 1800 007 007.

Take the next step

› call Centrelink on 13 28 50 for more on your eligibility for allowances and entitlements or visit your nearest Centrelink office
› think about registering with Centrelink as a job seeker
› if you’re over 65, specialised help is available, on 13 23 00
› if you’re a young person looking for work, you may be eligible for a Government employment service called Transition to Work. Visit employment.gov.au/transition-work
Creating a budget

If you find the whole idea of budgeting challenging, you’re not alone - most people do. It may help to keep in mind that once you’ve decided where your money needs to go and what to cut back on, you’ll know exactly where you stand. And the result? Peace of mind.

Start with tracking how you’ve been spending your money

Then you can decide how much you need to live on and where you could cut back.

You could look at grouping your expenses as:

- living expenses
- mortgage payments or other loan repayments, and
- savings.

Plan your spending

1. Divide your overall expenses into:
   - The essentials (like groceries, rent, mortgage repayments and power bills)
   - The extras – wants rather than needs (like eating out and entertainment).
2. Compare your payout and your normal take-home pay (after tax). Ask yourself how long your payout covers you for.
3. Look at whether you need to cut down on your household expenditure and what you could cut back on.

Take the next step

Download a budget planner and make it your own by putting your own details of expenses and income into it. You’ll find one at australiansuper.com/YourBudget or check out moneysmart.gov.au

You can use your super in an emergency

Although super is money that’s generally only available when you give up work and retire, you can start using it earlier in an emergency. Emergencies include compassionate grounds or where you are facing extreme financial hardship. Go to page 13 for more on this.

Have you reached your preservation age?

If you’ve reached your ‘preservation age’, or you’re 65 and you’ve given up work, your next move may be to start using your super to live on, either as a pension or as a lump sum. If you’d like to check your preservation age, see the table below.

You could even work part-time and use some of your super to top up your income. If this is you, go to page 18 of this guide for more on this.

What is your preservation age?

<table>
<thead>
<tr>
<th>If you were born</th>
<th>You can access your super at</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before 1 July 1960</td>
<td>55</td>
</tr>
<tr>
<td>1 July 1960 – 30 June 1961</td>
<td>56</td>
</tr>
<tr>
<td>1 July 1961 – 30 June 1962</td>
<td>57</td>
</tr>
<tr>
<td>1 July 1962 – 30 June 1963</td>
<td>58</td>
</tr>
<tr>
<td>1 July 1963 – 30 June 1964</td>
<td>59</td>
</tr>
<tr>
<td>After 1 July 1964</td>
<td>60</td>
</tr>
</tbody>
</table>
Get the right financial advice

We have a mix of advice to help you manage your finances at this time. Getting the right advice now could help you shape your life the way you want it to be. Rest assured the professionals you will deal with through AustralianSuper are guided by a set of principles to put your best interests first. We never pay advisers incentives, bonuses or commissions.

Online
Our online calculators can help you plan for a better future. Visit australiansuper.com/calculators

Over-the-phone*
Call us on 1300 300 273, and we can help you with:
› making an investment choice
› adding extra to your super
› personal insurance
› retirement income options.

Face-to-face*
For more complex advice, meeting face-to-face with a professional adviser can help when you want a detailed financial plan and have a number of financial matters to think about.

Seminars
Our free retirement and financial planning seminars are held Australia-wide and run for about an hour with time afterwards for questions. Visit australiansuper.com/seminars

Other support
If you can’t afford the basics like food and clothing, a number of social services may be able to help. Get in touch with:
› The Salvation Army by visiting salvationarmy.org.au or call 13 SALVOS (13 72 58).
› Anglicare have links to various organisations around Australia, (like the Brotherhood of St Laurence in Victoria), their contact details and the services they offer. Visit anglicare.asn.au

* The financial advice you receive will be provided under the Australian Financial Services License held by a third party and is therefore not the responsibility of AustralianSuper.
Understand your payout

Information on what’s in your payout and how it’s taxed.
Your entitlements

Your payout is probably going to be more than your normal pay so it may seem like a lot of money. Before you spend it, keep in mind that it may take a while for Centrelink benefits to come through, or find a new job so your payout may need to last you quite a long time. Your payout could include:
› a retrenchment payment
› annual leave you’re owed
› long service leave you may have built up.
Your employer may also include an amount based on any unused sick leave you have.
You’ll receive an Employment Separation Certificate from your employer that tells you exactly what’s in your payout.

A closer look at your retrenchment payment

Your retrenchment payment (the first part of your payout listed above) is extra money you get from your employer because you’ve been retrenched. It may include two parts:
› a genuine redundancy payment, which isn’t taxed, and
› an Employment Termination Payment (ETP) which may be taxed.
A genuine redundancy payment is made when the job you are doing no longer exists and can be paid up to a maximum dollar amount based on years of service. See the section on Tax-free limits for year ending 30 June 2017 on the next page for more detail on this.
Super isn’t included in your payout. Employers will generally send any super you’re owed to your super fund.

Has your employer gone bankrupt or in liquidation?

If your employer has gone bankrupt or is in liquidation, you’re still entitled to a payout, so it’s worth checking you’re getting everything you’re owed.
If not, you may be able to get financial help from the Australian Government through the Fair Entitlements Guarantee (FEG) or the General Employee Entitlements and Redundancy Scheme (GEERS).
Whether you can get help through FEG or GEERS depends on when your employer went bankrupt or entered liquidation. If it was on or after 5 December 2012, it’s FEG. If it happened before 5 December 2012, it’s GEERS. They can pay:
› up to 3 months’ unpaid wages
› all unpaid annual and long-service leave
› up to 5 weeks’ wages in lieu of notice
› up to 4 weeks’ wages in retrenchment entitlements for each year of service.

Check you’re getting everything you’re owed

Talk to your employer or to the Human Resources department.
Unsure or think you are not getting everything you’re owed?
Visit employment.gov.au or call 1300 135 040.
Tax on your retrenchment payout

Tax-free limits for year ending 30 June 2017
The limits are $9,936 PLUS an additional $4,969 for each year of completed service with the employer making the payment.

How an ETP is taxed
Your ETP may contain:
› a tax-free component if you have any service prior to 1 July 1983 or you are retrenched because of invalidity, and
› a taxable component which is your total ETP less the tax-free component.

See the table below for how the taxable part of an ETP is taxed.

<table>
<thead>
<tr>
<th>Age*</th>
<th>Tax treatment†</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preservation age or over</td>
<td>Up to the ETP cap amount</td>
</tr>
<tr>
<td>Under preservation age</td>
<td>Up to the ETP cap amount</td>
</tr>
<tr>
<td>All ages</td>
<td>Amount above the ETP cap amount</td>
</tr>
</tbody>
</table>

If your ETP doesn’t meet the rules on genuine redundancy, a different limit, known as the whole-of-income cap, may apply to the taxable amount of your ETP. The whole-of-income cap is $180,000 but it is reduced by the amount of other income, like salary and wages, that you receive during the year.

ETP amounts paid in excess of these caps are taxed at the highest marginal rate.

Tax on unused annual leave and long service leave if you’re retrenched.

<table>
<thead>
<tr>
<th>Type of leave</th>
<th>Tax treatment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long service leave accrued before 16 August 1978</td>
<td>5% of total is taxed at marginal tax rate</td>
</tr>
<tr>
<td>Long service leave accrued on or after 16 August 1978</td>
<td>Taxed at maximum rate of 32%</td>
</tr>
<tr>
<td>Annual leave</td>
<td>Taxed at maximum rate of 32%‡</td>
</tr>
</tbody>
</table>

Need more information on tax?
Visit the ATO’s website at [ATO.gov.au](http://ATO.gov.au)

* Age on the last day of the financial year when the payment was made.
† Includes 2% Medicare Levy.
‡ 2% Temporary Budget Repair Levy will also apply for taxable income exceeding $180,000.
It’s your super. Here’s how to make the most of it.

Whether you are working or retiring, going straight into another job, or even setting up your own business, there are a few ways you can make your super work for you.
Combine your super to make the most of your money

Placing your super into one account means you don’t pay fees to multiple super funds. It also makes it easier for you to keep track of how much you have in super.

Before you combine your super, keep in mind that some funds will charge you an exit fee. You may also want to check what happens to any insurance cover you have with them.

Take the next step
Combine your super in one easy step.
Visit australiansuper.com/combine

Keeping your insurance cover on track

Your AustralianSuper membership provides different types of insurance including Death, Total and Permanent Disablement (TPD) and/or Income Protection.

Any cover you have with AustralianSuper continues even if your contributions to your super account stop. So insurance premiums will continue to be taken out of your super account.

You’ll continue to be covered for 13 months from the end of the month your employer makes their final super contribution.

After 13 months, Income Protection stops. Death and TPD cover continues until you cancel your cover or your account balance drops below $10,000.

Now is a good time to review your insurance and, if you think it’s necessary, adjust it to suit your needs. If you’re not sure what cover you have, this is a good place to start.

Three ways to keep your insurance cover on track

- **Review your level of cover**
  A different level of cover could help with your costs.
  You can weigh up the differences using our online insurance calculators at australiansuper.com/calculators

- **If you change the type of work you do**
  You could pay less or get higher cover if your new job is considered a lower risk than your previous job.
  Find out using our Work Rating Wizard at australiansuper.com/calculators

- **Check if you have other Death, TPD and/or Income Protection policies outside of AustralianSuper**
  Have they been affected by your loss (or change) of employment?
Using your super in an emergency

Earlier in this guide we talked about being able to use some of your super in an emergency, even if you haven’t reached your preservation age.

Situations where you or your dependants (people who depend on you financially) may be able to use some or all of your super include:

› if you have less than $200 in your account when you leave an employer
› you need emergency access because of severe financial hardship or on compassionate grounds.

What does ‘Compassionate grounds’ mean and do you qualify?

The Department of Human Services (DHS) decides on whether you qualify for compassionate grounds.

Compassionate grounds apply if you need to cover costs for you or your dependants of:

› medical expenses (including medical transportation)
› home loan repayments to avoid foreclosure on your mortgage
› modifications to your house or car to accommodate severe disability, and
› palliative care or funeral expenses.

To find out more visit australiansuper/WithdrawEarly or call 1300 300 273.

What does severe financial hardship mean and do you qualify?

Regardless of your age, you can apply for one payment of up to $10,000 (gross) in a 12-month period if:

› you’ve received eligible Commonwealth income support payments at the time of the claim and have been on these payments for a continuous period of at least 26 weeks
› you’re receiving these payments when you make your application for payment under financial hardship, and
› you’re unable to meet reasonable and immediate family living expenses
› you’ve received Commonwealth income support payments for a cumulative period of at least 39 weeks since reaching your preservation age, and
› you’re unemployed or employed for less than ten hours a week when you make your application for payment under financial hardship.

For more on accessing your super under compassionate grounds, call DHS on 1300 131 060 or visit humanservices.gov.au.

Here’s a tip

AustralianSuper usually makes decisions about payments on financial hardship grounds.

To apply, log into your online account at australiansuper.com/login and complete an Application for payment of benefit – financial hardship form.
Take the time to pause and look after yourself

We know there’s a lot to do at this time; whether it’s managing your finances, looking for a new job, and checking you’re getting everything you’re entitled to. It’s all challenging, and it’s all important, which can make it hard to prioritise.

Taking the time to pause and check in on yourself is really important right now to help protect your health and wellbeing so you can manage things effectively.

Once you’ve done your budgeting, investigated and possibly applied for Government support, you’ll probably be considering your next move.

Your choices from here have a lot to do with your age and circumstances, so we’ve divided this part of the guide into two sections to keep it relevant.

Is now the right time to get financial advice?

Getting the right financial advice now could help shape your life the way you want it to be.

Once you’ve applied for benefits, done your budgeting and managed any loans or debts, AustralianSuper offers you a choice of advice options, from general advice over the phone to more complex advice, face-to-face.*

To find out more about your financial advice options, visit australiansuper.com/your-advice-options

* The financial advice you receive will be provided under the Australian Financial Services License held by a third party and is therefore not the responsibility of AustralianSuper.
I’m going to keep working

Great. You’re heading back to work. There’s a lot of support out there to help you find a job, or even set up your own business.
Finding a new job

Now may be a good time to consider the next steps in your working life or career. Maybe you want to start looking for a job immediately? Or, this may be a chance to consider retraining for a new career or upgrading your skills so you can get back into work with improved prospects. Whatever you decide, here’s a few tips on where to start.

Help finding work through Centrelink

Every Australian worker who’s retrenched is eligible for help finding work from the Government. This is available to you even if you don’t qualify for any Centrelink payment. When you contact Centrelink for assistance and you’re suited to work, you may be referred to jobactive. jobactive is a national network of private and community organisations commissioned by the Government to help job seekers find work. The Department of Employment contracts organisations to give job seekers help through jobactive.

Take the next step

Call Centrelink Employment Services on 13 28 50 or contact your nearest Centrelink Customer Service Centre. You can also view the jobactive website at jobactive.gov.au and contact your local jobactive provider directly.

Tips for finding a job

If it’s a long time since you last applied for a job, you may need to brush up your job-seeking skills to help you put your best foot forward. Check out the Department of Employment website for ideas and information.

Want some tips on finding a new job?
Visit employment.gov.au

Need to do some training?

If you want to upgrade your work skills, the best summary of all the training services available is on Vocational Education and Training website. Go to training.gov.au

Having trouble finding an interview outfit?

If you’re a woman, and you’re having trouble finding the right interview outfit, Fitted for Work may be able to help. Fitted for Work’s vision is financial independence for women and they achieve this by helping women who are experiencing disadvantage get work and keep it. They can help with interview preparation, mentoring, personal outfitting, and work experience.

For more information visit fittedforwork.org
Starting your own business?
If you’re thinking of setting up your own small business, you may be eligible for the New Enterprise Incentive Scheme (NEIS) through the Department of Employment. If you’re eligible to participate, NEIS would train you in small business management and business skills including help you write a business plan and apply for finance if you need it.
Find out more at employment.gov.au/neis

Heading back to work
Starting a new job can be an exciting time. It can also be busy and a bit stressful. To get your super and tax sorted: fill out a TFN form so you pay the right amount of tax. Make sure you don’t forget to include if you’re paying off a higher education debt, because this may influence your rate of tax.

Make a super choice
Most Australians can choose where they want their super paid. Choose to stay with AustralianSuper at your new job and you avoid paying duplicate fees or having your super paid into a fund that’s not profit-to-member. If you don’t choose your own super fund, your employer will nominate a ‘default’ fund for you, which could cost you more in fees than you pay as an AustralianSuper member. See how different types of funds compare. Visit australiansuper.com/compare for more.

Corporate Division members
If you’re a member of our Corporate Division and you’re retrenched, we’ll be in touch with details of your super benefit and your options. You’re welcome to stay with us as a member of our Personal Plan. That way, you can continue to enjoy the benefits of being an AustralianSuper member, including low fees and strong, long-term, investment performance*. 

To tell your new employer where to pay your super
Simply complete a Standard Choice form or a Pay my super into AustralianSuper form and give it to your new employer. You can download the forms at australiansuper.com/forms
Tip: You’ll need your member details which are available in your online account at australiansuper.com/login or on your member statement.
Find out more at australiansuper.com/ChangingJobs

*Investment returns are not guaranteed. Past performance is not a reliable indicator of future returns.
Your savings plan

Starting a new job may be a good time to start saving on a regular basis, especially if you’re earning a little more. Perhaps consider splitting your pay, putting some into an ‘everyday’ account – for your day-to-day living expenses – and some into a ‘savings’ account.

Boost your super

A new job can also be a good time to set up a regular super savings plan. If you find you can afford to invest extra money in your super now, you’ll have a better chance of financial security when you retire. Even a small amount over time will mean a lot more for you to spend when you finish working. The sooner you start, the less you’ll need to contribute to make a real impact.

Before you add to your super, we’d encourage you to think about how much debt you have and whether paying extra to your super is right for you.

Find out more by visiting australiansuper.com/growmysuper

Is Transition to Retirement for you?

If you’ve reached your preservation age, using Transition to Retirement means you can use some of your super to give you a regular income while you’re still working, allowing you to work less or save more into super.

TTR means you can:
› ease into retirement or extend your career by working less
› use your super to replace any lost income
› continue to grow your super as you keep working
› generate tax-free earnings on retirement income account investments, which gives your super the best possible chance to grow*.

You only need $25K in super to open an account, and you can change your mind at any time.

Find out more at australiansuper.com/TransitionToRetirement

* Income payments paid may be subject to personal income tax if you’re under 60.

Three top reasons for getting your super paid into AustralianSuper

- Fewer fees
  Fewer and lower fees, which mean more money for you and your retirement

- Performance
  A history of strong, long-term investment performance†.

- Insurance
  Insurance cover for peace of mind.

† Investment returns are not guaranteed. Past performance is not a reliable indicator of future returns.
I’d like to give up work and retire

If you’ve decided now may be a good time to retire, it’s also a good time to do some planning before you make your next move.
Here’s a few things to consider

What money will I live on in retirement?
Think about how long you might need your retirement savings to last. With current life expectancies, and depending on when you retire, your retirement income may need to last 20 years or longer.

How much super will I need?
Whatever your retirement plans, you’ll need money put away to meet your daily expenses, as well as any unexpected costs. How much you actually need will also depend on any outstanding debts you might have.

Will I receive money from the Government Age Pension?
Find out if you’re eligible for the Government Age Pension - but don’t rely on it as your sole income as government policies can change. Instead, use your super to top up any Government Age Pension you may be eligible for.

Managing your retirement income

When you’ve reached your preservation age and have either permanently retired or changed jobs after turning 60, you can access your super as:
› a regular income by opening a Choice Income account
› a one-off lump sum
› a combination of the above.
And don’t forget – before making any big decisions about accessing your super, it’s always a good idea to seek help or advice.

Need more to retire on?
If you don’t have enough to retire on, Transition to retirement can be a great way to grow your super savings while you’re still working. Once you reach your preservation age you could:
› access your super early
› save tax, and
› grow your super.
Find out more at Australiansuper.com/TransitionToRetirement

For more on retiring with an AustralianSuper income stream visit australiansuper.com/retirement
Consider getting some professional financial advice

AustralianSuper members have access to a range of financial advice and support options.

<table>
<thead>
<tr>
<th><strong>Online calculators</strong></th>
<th>Use your own details to explore different financial scenarios and give you information to help plan your future.</th>
<th>Go to <a href="http://australiansuper.com/calculators">australiansuper.com/calculators</a></th>
</tr>
</thead>
</table>
| **Over-the-phone super advice** | The following online calculators can give you with a Statement of Advice, like you get from a financial planner:  
› Super to Income Converter  
› Contributions Adviser. | Log into your online account at [australiansuper.com/login](http://australiansuper.com/login) – you’ll need your account details to get your personal Statement of Advice. |
| **Meet a financial planner** | Talk to a super adviser about your super, insurance and retirement planning. | Call 1300 300 273 and ask to speak to a super adviser. |

The financial advice you receive will be provided under the Australian Financial Services Licence held by a third party and not by AustralianSuper Pty Ltd (AustralianSuper) and therefore is not the responsibility of AustralianSuper. With your approval a fee may be charged if a Statement of Advice is provided.

**Other financial guidance**

<table>
<thead>
<tr>
<th><strong>Centrelink’s Financial Information Service Seminars</strong></th>
<th>Seminars cover a range of financial issues, including one outlining the choices you have following retrenchment.</th>
<th>For details, call 13 23 00.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MoneySmart</strong></td>
<td>Excellent general advice online including about achieving financial goals. You can also download or order some useful publications from the website. MoneySmart is run by the Australian Securities and Investments Commission (ASIC) and you can make a general enquiry by calling ASIC.</td>
<td>Go to <a href="http://moneysmart.gov.au">moneysmart.gov.au</a> or for general enquiries, call ASIC on 1300 300 630.</td>
</tr>
<tr>
<td><strong>Financial Counselling Australia</strong></td>
<td>Access a list of free financial counselling services. And, don’t forget they can also help you negotiate with banks, finance companies and debt collectors.</td>
<td>Call 1800 007 007 or go online to <a href="http://financialcounsellingaustralia.org.au">financialcounsellingaustralia.org.au</a></td>
</tr>
</tbody>
</table>
What matters most is looking after yourself

There’s plenty of support out there to help you with any challenges you come across. Here’s a few tips for looking after your wellbeing.
Keep in touch
This can be a stressful time for you and your loved ones. That’s why it’s important to keep in touch with your family and friends. Catching up with them can help you feel better and, if you’re looking for work, your social network could help you find it.

Ask for help
The support of your family and friends or simply having a bit of time to get used to the new situation may be all you need. But if you remain angry, frustrated, pessimistic, anxious or depressed, you may find it helpful to talk to someone.

Beyondblue
Beyondblue can give you practical suggestions to help you maintain a positive outlook and find the support you need. They’ve also put together a very helpful booklet Taking care of yourself after retrenchment or financial loss. As well as providing tips and advice to support you through a difficult period, the booklet outlines the range of emotional reactions that people commonly feel after being retrenched.

SuperFriend
Created by a group of concerned Industry super funds, including us, SuperFriend brings together the resources of a wide range of health organisations and offers information and advice including:
› simple and effective ways to improve physical and mental wellbeing
› what a healthy work/life balance may look like (of course it’s different for everyone)
› detecting the symptoms of common mental and emotional problems
› where to go for help.
Visit superfund.com.au for more.

Try not to take it personally
It’s important to remember retrenchments happen when an employer’s business circumstances change, not because of you. Many industries have felt the impact of global downturns, often placing businesses under pressure to cut costs.

Maintaining a focus on the positive
You’ve received a payout that will help your finances at least temporarily. Get as much value out of it as possible. If you can, enjoy a bit of the relaxation so many workers don’t have time for. While you’re at it, think about what you can do to make your next job better than your last or improve your lifestyle in retirement.
Which situation is like yours?

In this section, you’ll find snapshots of three typical situations retrenchment may leave you in and how they can be handled. The details may not fit your situation exactly, but following someone else’s story may help make your options clearer and help you see the bigger picture.
Phil is worried about making ends meet

Even before he was retrenched, it took Phil and his wife’s total salary to cover the mortgage and his family’s living expenses.

Phil and his wife have quite a lot of debt including some computer equipment they bought almost a year ago on an interest-free, payment-deferred deal. Now the interest-free period is almost up and they face a huge interest bill if they can’t pay the full amount in time.

What Phil and his wife do

1st week

Checks his retrenchment payment
Phil has to take his whole package in cash, which is:
› a retrenchment payment of four weeks pay (one week for each year he has been in the job, plus a base payment of one week)
› payment for four weeks of unused leave

Contacts Centrelink immediately
› when he speaks with Centrelink, he finds out he’ll need to wait eight weeks before he can get income support as that’s how long his payout covers
› registers for jobactive
› he can contact his local jobactive provider straight away

1st month

Works out new domestic arrangements with his wife
› Phil’s wife has a part-time job. Now Phil can look after the kids after school, they decide she can increase her hours and bring in a bit more money.
› They get some free financial counselling through a charity.
› The financial counsellor Phil speaks with suggests they bundle this other debt with their mortgage to relieve the immediate pressure.

Sets a budget to help cut down on some expenses
› The financial counsellor helps Phil and his wife draw up a budget. Even if Phil faces a long period of unemployment or limited casual work, the new budget is one that they’ll be able to manage.

Meets their home mortgage provider to renegotiate the terms of their loan.
› When Phil and his wife meet with their home mortgage provider, it’s agreed that if Phil is out of work for an extended period they can make interest-only monthly repayments. If Phil finds a job in less than 8 weeks, he can use some of what’s left of his package to reduce his mortgage.

Catches up with old workmates
› At a lunch with some of his old workmates who were also retrenched, it’s decided that they’ll meet every Friday.
Mel is waiting for her entitlements

Mel was retrenched because her employer went into liquidation. She hasn’t been paid for her unused leave and she didn’t receive a retrenchment payment.

What Mel does

1st week

Contacts Centrelink

› When she speaks with Centrelink, Mel finds out about the Fair Entitlements Guarantee (FEG), a basic payment scheme set up to help employees like her whose entitlements haven’t been paid. She goes online and calls the FEG hotline to find out more.
› She is eligible, but FEG can only pay her four weeks’ wages in retrenchment entitlements for each full year she worked with her employer, instead of the six weeks per year she should have received.
› Mel sends in a FEG claim form and considers what to do about finding a new job. With a bit of money in the bank and the FEG payment to come, she decides that this could be a good chance to increase her skills.

1st month

Investigates training opportunities

› Mel contacts Centrelink and asks about retraining schemes and support for job seekers.
› She can’t get the Newstart Allowance yet because her FEG payment will include some unused leave as well as her retrenchment entitlement.
› Centrelink tell her about a number of retraining options she can think about.

Gets a referral to jobactive

› Centrelink also refer Mel to jobactive.
› Mel starts looking for part-time work to help cover her basic living expenses while she does some retraining to improve her qualifications.
Jill is getting ready for retirement

Jill’s retrenchment package is quite substantial. She’s just turned 55, and her husband’s still working, but the extra money isn’t enough to allow her to retire.

What Jill does

1st week

Discusses retirement finances with her husband

› On reviewing their finances with her husband, Jill’s worked out she’d need to keep working at least part time for another five or six years to meet their financial goals. She’s keen on working a bit longer herself if it means they can both retire at the same time.

Makes an appointment with a financial planner

› Jill calls AustralianSuper for advice and arranges to speak to a financial planner to discuss her options.

1st month

Sees the financial planner & reads the transition to retirement information at ato.gov.au

› When Jill meets with the financial planner, they show her how advantageous it could be to go on working part-time – in particular as part of a transition to retirement strategy. By opening an income account, it not only means she could access some of her super but also enjoy tax savings. Plus her super will keep growing because of the contributions she’s making from her part-time salary.

Looks for part-time work

› Working part-time may mean that Jill ends up fully retiring slightly later than originally planned, especially if it takes her a while to find her first part-time job. Although the job market is difficult at the moment, Jill is happy to keep looking for part-time work as long as it takes.

Looks for voluntary work in her area

› Jill visits govolunteer.com.au to see what voluntary work is available in the local area. She feels that doing a few hours a week for a community organisation will introduce her to a new group of people and keep her spirits up while she’s job-hunting.
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