Save More Spend Less

If we could recommend that you make one change to improve your financial situation. It would be to **SAVE 15% OF EVERY PAYCHECK.**

When you save more and spend less you increase your overall financial stability.

Your Personal Financial Website provides you with increased insight into your spending habits. You can see how much you're spending and what you're really spending it on. You can create budgets to reach desired savings goals and can monitor and track your progress along the way.

Start saving more and spending less today. Follow the steps below to get started.

Step 1

DETERMINE YOUR NEW SAVINGS GOAL

	EXAMPLE	YOUR INFORMATION
1. What is your gross monthly pay?	**$7,000**	
2. What is 15% of your gross monthly pay?	**$1,050**	
3. How much are you saving into a qualified retirement plan? **(Gross Monthly Pay x Your Deferral Percentage)**	**$420**	
4. Your new savings: **(Subtract line 3 from line 2. The difference is the amount you still need to save to reach your new savings goal of 15%. If you aren't saving this amount already, use the table below to find ways to save more.)**	**$630**	

Step 2

LOGON TO YOUR PERSONAL FINANCIAL WEBSITE TO IDENTIFY WAYS TO SAVE MORE

Here's an example of how to use this worksheet:

SPENDING CATEGORIES	CURRENT MONTHLY AMOUNT SPENT	NEW SAVINGS OPPORTUNITIES (Current Amount Spent x .15 = Savings Opportunity)	NEW BUDGET AMOUNT (Current Amount Spent – Savings Opportunity = New Budget Amount)
GROCERIES	$850	$127.50	$722.50
DINING OUT	$400	$60	$340
HOUSEWARES	$328	$49.50	$278.80
HEALTH/BEAUTY	$250	$37.50	$212.50
FUEL	$700	$105	$595
MISCELLANEOUS	$450	$67.50	$382.50
TOTALS	$2,978	$446.50	$2,531.30

Now it's your turn:

SPENDING CATEGORIES	CURRENT MONTHLY AMOUNT SPENT	NEW SAVINGS OPPORTUNITIES (Current Amount Spent x .15 = Savings Opportunity)	NEW BUDGET AMOUNT (Current Amount Spent – Savings Opportunity = New Budget Amount)
GROCERIES			
DINING OUT			
HOUSEWARES			
ENTERTAINMENT			
TOTALS			

**To reach your savings goal of 15%, the total amount of your new savings opportunities should be equal to or greater than your new savings goal determined in step 1.*

Step 3

CREATE BUDGETS TO TRACK YOUR PROGRESS

Follow these steps to create new budgets on your personal financial website.

1. Click on the **SPENDING** tab.
2. Click on the **BUDGETS** tab.
3. Click the **ADD A BUDGET** button.
4. Choose a spending category for your new budget from the drop down menu.
5. Enter the new budgeted amount determined above for the selected spending category.
6. Click the **ADD BUDGET** button.

Now you're on your way to saving more! If you have questions or need help, please give us a call.