

💡 Essential expenses = rent, EMI, groceries, school fees, medical needs Example: If essential costs = ₹30,000 → target fund = ₹90,000 to ₹1.8 lakh

## 3: Where to Keep It?

- Savings account (separate from main account)
- Bank fixed deposit (flexi withdrawal)
- Liquid mutual fund (if comfortable)

Tip: Avoid locking it in PPF/GPF where you can't access it quickly.

## 4: How to Build It Step-by-Step Start small: ₹500-₹2000/month auto-save

Label the account: Emergency Fund Set up auto-transfer on salary day Cut 1 unnecessary monthly expense to fund it Review progress every 3 months

## 5: Common Mistakes to Avoid

imes Mixing emergency fund with daily spending 🗙 Using credit card as a "backup" X Relying only on GPF/PF or school loans

Share this guide with your staffroom — let's build a safety net together.

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