

PO Box 2813 ■ Omaha, NE 68103-2813
 Fax: 800-870-9687

Important Information about the TD Ameritrade Employee Stock Option Service

Thank you for selecting TD Ameritrade to exercise your employee stock option. Our goal is to complete your transaction as simply and as cost-efficiently as possible. Here are a few guidelines for you to follow in order for us to complete the exercise for you.

Please Note: You must have a TD Ameritrade Individual or Joint account to exercise your employee stock option. Additionally, you must have margin privileges if you plan on borrowing funds to exercise your shares.†

To sign up for the TD Ameritrade Employee Stock Option Service, you need to complete the following enclosed documents:

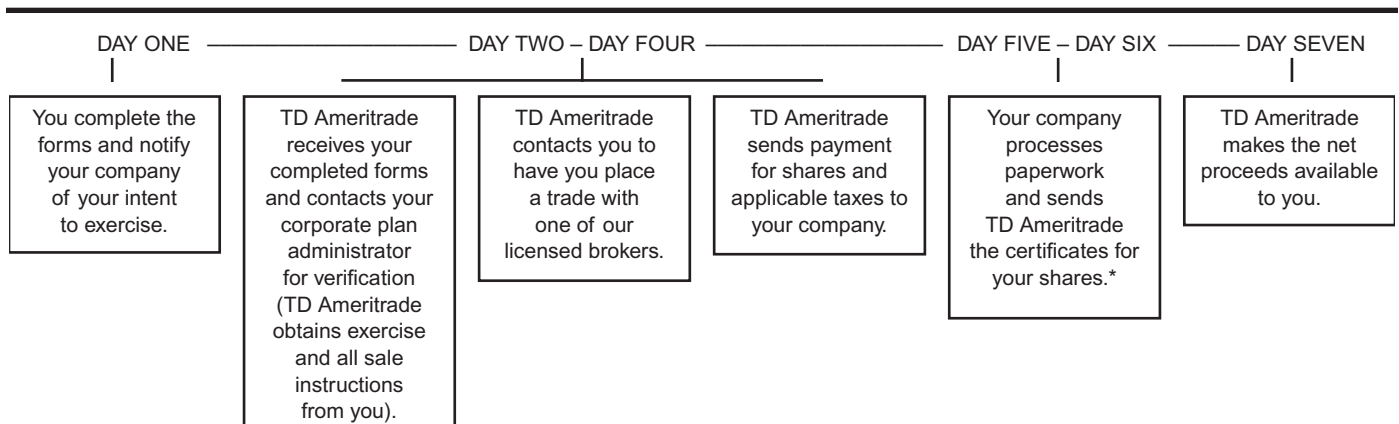
- New Account Application (Not applicable if you have a current TD Ameritrade Individual or Joint account.)
- Margin/Options Account Upgrade Form (Not applicable if you currently have a TD Ameritrade margin account or do not plan on borrowing funds to exercise your options.)
- Letter of Intent to Exercise Stock Option
- Employee Stock Option Agreement
- Irrevocable Stock or Bond Power Form (Not applicable if your employer will deliver the shares to TD Ameritrade via the electronic Deposit/Withdrawal at Custodian (DWAC) or Depository Trust Company (DTC) system. If shares will be delivered in certificate form, TD Ameritrade must have the Irrevocable Stock or Bond Power Form with your original signature before exercise can take place. We cannot accept a faxed copy of this form.)

If you are opening a new account and plan on borrowing funds from TD Ameritrade to complete your exercise, please complete your application to include margin privileges. Review of your account for margin privileges may include checking your credit history. If you have questions, please contact Client Services at **800-669-3900**. Once you have filled out the proper documents, please send them to:

TD Ameritrade, Inc.
 PO Box 2813
 Omaha, NE 68103-2813

Or overnight to: TD Ameritrade, Inc.
 200 S 108th Ave
 Omaha, NE 68154-2631

THE AVERAGE CYCLE FOR EXERCISING STOCK OPTIONS THROUGH TD AMERITRADE



**Total cycle time may vary depending upon your company share-delivery process.*

† Margin accounts are not suitable for all investors due to the increased risk involved. Margin trading privileges subject to TD Ameritrade review and approval. Please carefully read the Margin Handbook and our Margin Disclosure Document for more information.

Investment Products: Not FDIC Insured * No Bank Guarantee * May Lose Value

TD Ameritrade, Inc., member FINRA/SIPC. TD Ameritrade is a trademark jointly owned by TD Ameritrade IP Company, Inc. and The Toronto-Dominion Bank. © 2017 TD Ameritrade.

