

Global Stock Plan Services Letter of Authorization to Transfer Funds (WorldLink® Payment Services)

Sign and return this form prior to **4:00 PM U.S. Eastern Time (22:00 Central European Time or 6:00 AM Australian Eastern Standard Time) on the date that you instruct Morgan Stanley to sell your shares.** By completing this form, you authorize Morgan Stanley to convert your Plan Currency proceeds resulting from the sale of your shares into your local currency and to transfer your converted currency to a bank that you designate. The Plan Currency will be exchanged on Settlement Date into your local currency. This form may be completed online and then printed, signed and submitted to Morgan Stanley. The information you enter online will not be saved. You may also print the document and then enter the information manually.

You MUST complete this section.

9 Digits (no dashes)

☐ SS Number ☐ Global ID Number or ☐ PUID Number

COMPANY NAME

3-DIGIT COMPANY NUMBER (OPTIONAL)

Part I—Personal Information (Exactly as it appears on your Account Statement)

NAME OF ACCOUNT HOLDER FIRST/GIVEN NAME LAST NAME/SURNAME

ACCOUNT MAILING ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

PREFERRED TELEPHONE NUMBER ALTERNATE TELEPHONE NUMBER EMAIL ADDRESS

Part II—Instructions

☐ You elect to have your funds distributed by **WIRE TRANSFER** to the bank indicated below. You understand a standard fee will be deducted from your proceeds for this service and the wire will be sent by Citibank NA one business day after Settlement Date (T+3). If any information you provide in Part II is incorrect or incomplete, your proceeds will be returned to the account that has been established for you at Morgan Stanley. We will need to receive updated wire instructions from you to deliver your proceeds to the designated account of your choice. Funds cannot be transferred to an account that does not include your name.

BANK/FINANCIAL INSTITUTION NAME ACCOUNT OWNER'S NAME (EXACTLY AS IT APPEARS ON YOUR BANK/FINANCIAL INSTITUTION ACCOUNT STATEMENT)

BANK/FINANCIAL INSTITUTION ACCOUNT NUMBER/IBAN NUMBER BANK ROUTING NUMBER (ONLY INCLUDE 1 – SWIFT/BIC CODE, SORT, BLZ, CLABE, IFSC, OTHER NATIONAL ID)

BANK/FINANCIAL INSTITUTION ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

Part III—Acknowledgments/Signature

You acknowledge that Morgan Stanley may, in its sole discretion, send your proceeds in a check in U.S. dollars if:

- Your local currency is not eligible for conversion by WorldLink® Payment Services. Call Morgan Stanley at your regular Customer Service line for a list of eligible currencies or log on to www.stockplanconnect.com.
- You do not have a United States Form W-9 or W-8BEN on file and accepted by Morgan Stanley. Morgan Stanley may require up to 10 business days after receipt to review and accept your Form W-9 or W-8BEN.

You also acknowledge that:

- Morgan Stanley may, in its sole discretion, send your proceeds in a check in the requested currency if wire instructions are not received by 4:00 on the trade date or if the wire instructions provided to Morgan Stanley are incomplete or incorrect.
- You bear all risks resulting from fluctuations in currency exchange rates. If you elect to have your currency delivered via wire transfer, your converted currency wire will initiate one business day after settlement date (T+3). If your converted currency is sent by check, the check will be mailed on T+3.
- Transfers must be made in accordance with the U.S. Office of Foreign Assets Control regulations.
- It is your responsibility to assure that the designated receiving bank is prepared to receive the currency and you are responsible for any fees charged by such bank.
- You are responsible for your compliance with any laws in your jurisdiction regarding currency, conversion and receipt of international money transfers.
- If the information you provided (including your address) is not the same as the information Morgan Stanley has on its records, Morgan Stanley has the right not to honor the instructions set forth above.

ACCOUNT OWNER'S SIGNATURE (NO ELECTRONIC SIGNATURES)

DATE

SIGNATURE VERIFICATION IS REQUIRED FOR EACH ACCOUNT OWNER FOR ALL TRANSFERS. PLEASE ATTACH AN ENLARGED COPY OF THE PRINTED AND SIGNATURE SIDE OF A GOVERNMENT-ISSUED PHOTO IDENTIFICATION DOCUMENT. GOVERNMENT ID MUST MATCH SIGNATURE(S) ON FORM. FORM EXPIRES 30 DAYS AFTER RECEIPT.

Please mail or fax documents to:
Fax No.: +1 614-467-4471
(By Regular Mail)
Morgan Stanley, Global Stock Plan Services,
P.O. Box 182616, Columbus, OH, 43218-2616
(By Overnight Courier)
Morgan Stanley, Global Stock Plan Services
4343 Easton Commons, Suite 300, Columbus, OH 43219

Instructions

Please use this form to provide Morgan Stanley with the instructions to deliver your local currency cash proceeds. This form may be completed online and then printed, but the information will not be saved. If printing the form and then completing, please type or print legibly using block letters. **Example:** A, B, C, 1, 2, 3.

You will need the following information to process this request:

- **Completed Form**
 - Personal information (Exactly as it appears on your Account Statement)
 - Instructions
 - Bank/Financial Institution account information
 - Routing Number—SWIFT/BIC Code or National ID (Please consult with your bank/financial institution for this information)
 - Your signature
- **Legible copy of a signature ID which shows printed name and signature. If you are faxing this document, please make sure the copy is not too dark as it will not transmit clearly. Documents which are not legible will not be accepted. You may want to make a larger and lighter copy of the identification, and return it with the Letter of Authorization.**
 - Acceptable documents
 - Driver's license
 - Passport
 - Other government-issued identification card or document
 - Unacceptable Documents
 - Company ID card
 - Credit cards
 - Social Security card

Completed form and copy of signature verification can be either mailed or faxed to Morgan Stanley.

Morgan Stanley

Global Stock Plan Services

P.O. Box 182616

Columbus, OH 43218-2616

Fax: +1 614-467-4471

Contact Center Phone: 1-800-367-4777 or 1-614-414-8401

Please Note:

If this form is being submitted as part of a trade, it must be returned to Morgan Stanley prior to **4:00 pm Eastern Time, 22:00 Central European Time or 6:00 am Australian Eastern Standard Time**, on the trade date. If we do not receive and validate your instructions prior to the deadline, your proceeds will be sent to the address on record as a check via first class mail.