



How Do I Set up Bank or Wire Instructions and Disburse Funds

Overview

To setup bank or wire instructions, complete the following steps in your Morgan Stanley at Work stock plan account.

1. Login to your stockplan account and click on your profile name and then click on the Manage Banking Information link.

Dolly Demo5
Need to change something? Edit aspects of your profile below.

Personal Profile
Personal Profile
Manage Professional Subscriber
Manage Document Delivery
Taxation Profile
Financial Advisor Information

Login / Password Information
Change Login Password
Manage Username
Manage Security Questions
Two-Factor Authentication

Financial Institution Information
Manage Banking Information
Manage Brokerage Account Information

Miscellaneous Account Information
Manage W-9 Form
Manage Dividend Delivery Election
Manage Beneficiaries

2. Select your Delivery Method and enter the required bank information fields. Delivery Methods may vary based on your country location.

View profile

Banking Information

Country Bank

Delivery Method: Direct deposit (Canadian accounts only)
 SEPA (European accounts only)
 SWIFT bank account
 ACH (U.S. accounts only)
 ACH (South Africa accounts only)
 BACS (UK accounts only)
 Direct credit (Australian accounts only)
 Direct credit (New Zealand accounts only)
 SWIFT (Swiss Accounts Only)

U.S. Bank Account

SWIFT/BIC Code: MRMDS33XXX
ABA Routing Number: 444008804
Financial Institution:
Branch:
Branch Address: 1 Main Street
Account is Domiciled in: United States
Account Holder Name: Dolly Demo5
Account Number: XXXXXXXX3131
Account Currency: US Dollars

Delete Banking Information

This example is for U.S. Institutions only.
A SWIFT/BIC code institution number is the preferred method for receiving international wires. If you are not using a SWIFT/BIC code your payment might be delayed.

If you require assistance to enter your banking information for a U.S. bank account, please contact your banking provider.

You will also need to complete an additional security verification step. Enter the code and then click the **Save** button.

Security verification

For added security, you need to enter a verification code that we'll send you. How do you want to receive it? Standard mobile carrier rates apply.

XXXXX

Text message Phone call

XXXXX

Text message Phone call

XXXXX

Text message Phone call

Verification code:

Undo Save

3. After you have set up your banking instructions, you will see the option to send your funds to your designated bank when you reach the "Delivery Instructions" step at the end of your transaction.

Portfolio

My Equity Awards ESPP and Cash/Share Holdings

My Equity Awards

Here is a summary of awards you have been granted.

Display Currency: No Conversion

Transaction View Current Value Account Summary Expired Grants

Grant Name	Employee Grant Number	Grant Price	Options Granted	Options Available For Exercise	Cost to purchase	Estimated Stock Option Benefit	Expire / Cancel Date	ISO Grant Status	Exercise	Model Exercise
2020 - ISO Option Award	73	\$5.00 USD	1,000	500	\$2,500.00 USD	\$29,352.50 USD	08-Feb-2030	ISO		
				1,000	500	\$2,500.00 USD	\$29,352.50 USD			

4. Select the disbursement option available to you. If you have already set up your Delivery Method you will see existing bank information. Click the **Continue** button.

Exercise

Exercise Parameters

Order Details

Delivery Instructions

How would you like your proceeds delivered? ⓘ

ACH (US accounts only) - Average 2-5 business days

B2C (US accounts only) - Average 1-3 business days

Wire to bank account - Average 1-3 business days

Send funds to mailing address - Average 5-10 business days

Note: The estimated delivery date is based on the transaction settlement date.

To what financial institution would you like your proceeds delivered?

Use new banking information

Use existing banking information

Country Bank XXXXXXXXXX131

Please ensure your banking information is correct. We do not verify this information prior to processing your payment and are not responsible for the accuracy of your banking details or for any additional fees or delays due to incorrect information.

Bank Account Type: US Bank Account

Financial Institution: Country Bank

Branch: Nashua, NH

Branch Address: 1 Main Street

Account is Denominated In: United States

ABA Routing Number: 444000004

Account Holder Name: Daily Demo5

Account Number: XXXXXXXX0209

Account Currency: US Dollars

Edit Banking Information

Continue Back

Exercise Direction Form

Verify

5. After you have set up your banking instructions, you will see the option to send your funds to your designated bank when you reach the “Delivery Instructions” step at the end of your transaction. Click **Accept**.

Exercise

Exercise Direction Form

23-Feb-2012

TO:
Solum Capital Inc. and its subsidiaries

Dolly Deno5, wish to exercise the following Employee Stock Options (or any part thereof) as outlined in the table below. The price of these options was set at the indicated grant price(s) also denoted in the table and exercised according to my Stock Option Agreement(s).

Grant Name	Award Type	Grant Price	Grant Date	Units
2016 - Option Award	Option	\$6.42 USD	31-May-2016	100

In accordance with Solum's General Conditions for Use of System and concurrent with the exercise of my options, I hereby authorize the designated broker to sell 100 (or any part thereof) shares of Purdy Enterprises, Inc. at Market. **Unless further advised, these instructions are good through Next Market Close.**

Upon the sale of the 100 shares (or any part thereof), I direct payment be made to Purdy Enterprises, Inc. The aggregate amount that will be paid to Purdy Enterprises, Inc. will be \$642.00 USD (100 shares x the grant price). In the case of a partial fill on the order, the payment to the company will be adjusted to reflect the actual number of shares sold multiplied by the exercise price of the grants exercised.

The estimated tax liability for this transaction is \$2,651.11 USD

I also direct Purdy Enterprises, Inc. to release the appropriate number of shares to the designated broker for settlement of this transaction. Once the transaction is settled, I direct the net proceeds of the sale be forwarded to me, in either the currency of the grant or the currency I have indicated within my desired payment currency, if different than the currency of the grant exercised, at their current rate of exchange at the time of fund disbursement or receipt.

I also direct Solum to transfer funds to my account at:

Bank Name: Country Bank
Branch Name: Nashua, NH
Branch Address: 1 Main Street
ABA Number: 44400804
Account Holder Name: Dolly Deno5
Account Type: Checking
Currency of Bank Account: USD
Delivery Method: ACH (US accounts only)
Country: United States
Home Location: Connecticut, United States

In the event of a partial fill on an order, I understand that exercise will fill in the order the grants are displayed in the above table and that the outstanding portion of the exercise and sell instruction will expire on a day order or will be adjusted to reflect the remaining portion on an open order. In the event that the order is expired, I will be required to enter new exercise and sell instructions. I understand that it is my responsibility to ensure Solum Capital Inc. and its subsidiaries properly received the instructions. I also acknowledge that I am responsible for any fees related to the exercise and sale transaction with the exception of any fees related to the delivery of the certificate from Corporate Treasury.

I also hold harmless Purdy Enterprises, Inc., the designated broker, or Solum Capital Inc. and its subsidiaries from any charges levied by my financial institution with respect to direct deposits to my bank account. Solum Capital Inc. and its subsidiaries ("Solum") does not provide investment advice with respect to the purchase or sale of securities. You therefore are responsible for investment advice from Solum concerning the purchase or sale of securities and are solely responsible for assessing the appropriateness of any transaction through your Solum account without the benefit of the assistance of a broker or dealer. If you wish to receive any form of investment advice in connection with the purchase or sale of securities, it is your responsibility to contact your own broker or dealer for investment advice.

Accept **Back**

6. Verify all the information for your Exercise or Sale transaction. Agree to the terms of the transaction by clicking the check box then click “**Submit Exercise**” (for exercises) or “**Submit Transaction**” (for sales). Once submitted, you will be provided with a confirmation ID.

Exercise

Exercise Direction Form

Verify

Exercise Parameters

Exercise Method: Exercise options and sell all shares on the exchange
Grant: 2020 - ISO Option Award
Grant Price: \$6.42 USD
Quantity Exercised: 100
Home Location: Connecticut, United States
Account Number: CS-0369855-99

Summary

Total Exercised	100
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Sale Breakdown

Shares Sold	100
Estimated Sale Price	\$63.63

Estimated Gross Proceeds

Estimated Gross Proceeds	\$636.30
Cost of Options	-\$642.00
US Federal Tax	-\$216.77
State Tax Withholding	-\$39.90
Medicare Tax Withholding	-\$134.44

Estimated Net Proceeds

Estimated Net Proceeds	\$3,069.89
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* All values are estimates
* All currency values are in USD

Order Details

Instructions:	Sell CNYSE
Order Quantity:	100

Proceeds Delivery Method: ACH (US accounts only) - Average 2-5 business days.

Banking Information

Bank Account Type: U.S. Bank Account
Financial Institution: Country Bank
Branch: Nashua, NH
Branch Address: 1 Main Street
Account is Domestic to: United States

ABA Routing Number: 44400804

Account Holder Name: Dolly Deno5
Account Number: 00000000321
Account Currency: US Dollars

Contact Information

Company Managed Phone Numbers	980-53 Home: 55555502 Mobile: n/a
Personal Phone Number:	

Change Contact Information

I am transacting on line with facilitation from the Solum system. Use of the system does not directly or indirectly transfer any liabilities associated with my trade to Solum. Solum does not provide trade management or interpretation of your plan rules. Solum will not be liable for any opportunity cost or loss resulting from a cause for which Solum does not have absolute control. This includes trades that are requested near to market close and do not make it to execution due to transaction queuing. Thus, to the maximum extent permitted by law, Solum will not be liable for any consequential, incidental, special, direct or indirect damages, including but not limited to lost profit, trading losses, or damages that result from compelling this transaction.

[View General Conditions for use of System](#)

By checking the box, I confirm that I have read and accept the On-Line Disclaimer and General Conditions for Use of System.

Submit Exercise **Back**

Have Questions?

Call

Toll-Free:

[+1 866 722 7310](tel:+18667227310)

Hours:

Monday to Friday -8:00 a.m. to 8:00 p.m. EST

Toll Line:

[+1 801 617 7435](tel:+18016177435)

Hours:

Monday to Friday -8:00 a.m. to 8:00 p.m. EST

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