

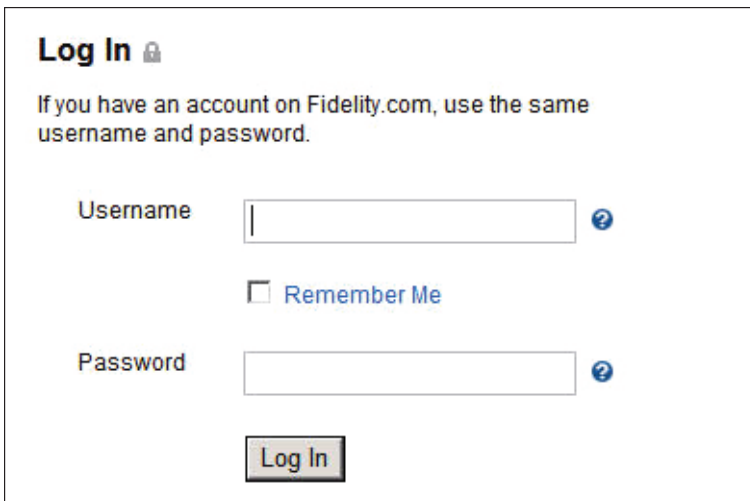
# Security Title's ESPP




It only takes a few minutes to sign up  
but the results can change your life.


# A Quick-Start Enrollment for Employee Stock Purchase Plan (ESPP) Participants

Your company stock plan can be an important benefit for you. Just follow these easy steps to enroll in your plan and open your Fidelity Account.®




**Log In** 

If you have an account on Fidelity.com, use the same username and password.

Username  

Remember Me

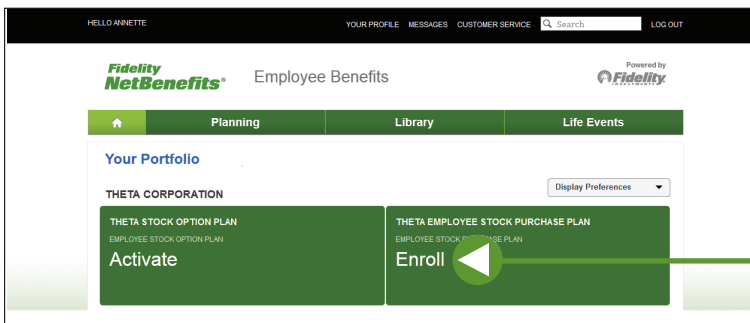
Password  

Screenshot is for illustrative purposes only.

## Step 1—Log In

- Log in to **netbenefits.com**.

**Note:** If this is your first time logging in, follow the new-user prompts to establish your password.




HELLO ANNETTE YOUR PROFILE MESSAGES CUSTOMER SERVICE Search LOG OUT


Fidelity NetBenefits Employee Benefits Powered by Fidelity

Home Planning Library Life Events

Your Portfolio

THETA CORPORATION 

THETA STOCK OPTION PLAN **Activate**

THETA EMPLOYEE STOCK PURCHASE PLAN **Enroll** 

Screenshot is for illustrative purposes only.

## Step 2—Begin the Enrollment

- After you log in, click **Enroll** on your Employee Stock Purchase Plan.

**Note:** If you already have an individual nonretirement Fidelity Account, that account will be used for your ESPP and you can skip to Step 9 to select your payroll deduction.

**Fidelity.com** Stock Plan Services Account

About You > Review & Confirm > Fund Your Account

This is a secure transaction.

## Open a Stock Plan Services Account

Select the plan below for the program for which you wish to participate.

THETA Stock Plan Services Account

Retrieve Your Saved Application

**Next**

**Questions?**  
800-544-6666  
[Instant message a representative.](#)

Screenshot is for illustrative purposes only.

### Step 3—Open Your Account

- After you click **Enroll**, the Open a Stock Plan Services Account page will appear.
- Click **Next**.

**Fidelity.com** Stock Plan Services Account

About You > Review & Confirm > Fund Your Account

This is a secure transaction.

## Personal Information

In accordance with federal law, Fidelity Investments must obtain certain information to use in verifying your identity prior to opening your account. [Learn More](#)

**Personal Information**

Your Name: First, Middle, Last

Social Security Number: XXX-XX-XXXX

Date of Birth: Month, Day, Year

Daytime Phone: [ ] - [ ] - [ ] ext [ ]

Evening Phone (optional): [ ] - [ ] - [ ]

Email Address: [ ]

**Citizenship**

Country of Citizenship:  United States  Other

Country of Tax Residence:  United States  Other

**Legal/Residential Address**

Address Line 1: [ ]

Address Line 2 (optional): [ ]

City: [ ]

State: Select a State

ZIP Code: [ ] - [ ]

Check if your legal address is different from your mailing address.

**Mailing Address**

Address Line 1: [ ]

Address Line 2 (optional): [ ]

City: [ ]

State: Select a State

ZIP Code: [ ] - [ ]

Exit **Continue**

**Questions?**  
800-544-6666  
[Instant message a representative.](#)

Screenshot is for illustrative purposes only.

### Step 4—Enter the Required Personal Information

- Enter the profile information.
- Click **Continue**.

**Note:** Portions of the account owner information may be prefilled based on information provided by your employer.

Fidelity.com Stock Plan Services Account

About You > Review & Confirm > Fund Your Account

This is a secure transaction.

## Employment Information

Investment industry regulations require that we obtain your employment information.

**Questions?**  
800-544-6666  
Instant message a representative.

**Employment Status**

Employment Status:

Your Occupation:

**Employer Information**

Employer's Name:

Check if your employer address is the same as your legal address.

Address Line 1:

Address Line 2 (optional):

City:

State:

Zip Code:  -

**Associations**

Do you work for or are you associated with a stock exchange, broker-dealer, or the Financial Industry Regulatory Authority (FINRA)?

Yes  No

Are you or an immediate family/household member, a director, corporate officer, or 10% shareholder of a publicly-held company?

Yes  No

Save & Finish Later

### Step 5—Enter the Employment Information

- Enter the employment and association information.
- Click **Continue**.

Screenshot is for illustrative purposes only.

Fidelity.com Stock Plan Services Account

About You > Review & Confirm > Fund Your Account

This is a secure transaction.

## Review and Confirm

Please review each section carefully and make changes using the appropriate links.

**Questions?**  
800-544-6666  
Instant message a representative.

**Account Information**

Registration: Stock Plan Services Account

Core Position\*: Taxable, Interest-Bearing Cash Position

\*Your cash will be held in a taxable, interest-bearing position into which all income from securities (dividends, capital gains, or sale proceeds) is automatically deposited. Dividends from mutual funds are reinvested in the originating fund.

**Personal Information** | [Edit](#)

Primary Account Holder: John Sample  
XXX-XX-XXXX  
01/22/1935

Contact: (555)555-5555 (daytime)

Country of Citizenship: UNITED STATES

Country of Tax Residence: UNITED STATES

Legal Residential Address: 123 Main Street  
North Pembroke, MA 02359

Mailing Address: 123 Main Street  
North Pembroke, MA 02359

**Employment Information** | [Edit](#)

Employment Status: Employed

Employer Information: Sample Company  
345 Main Street  
Marshfield, MA 02050

Investment Industry Associations: No

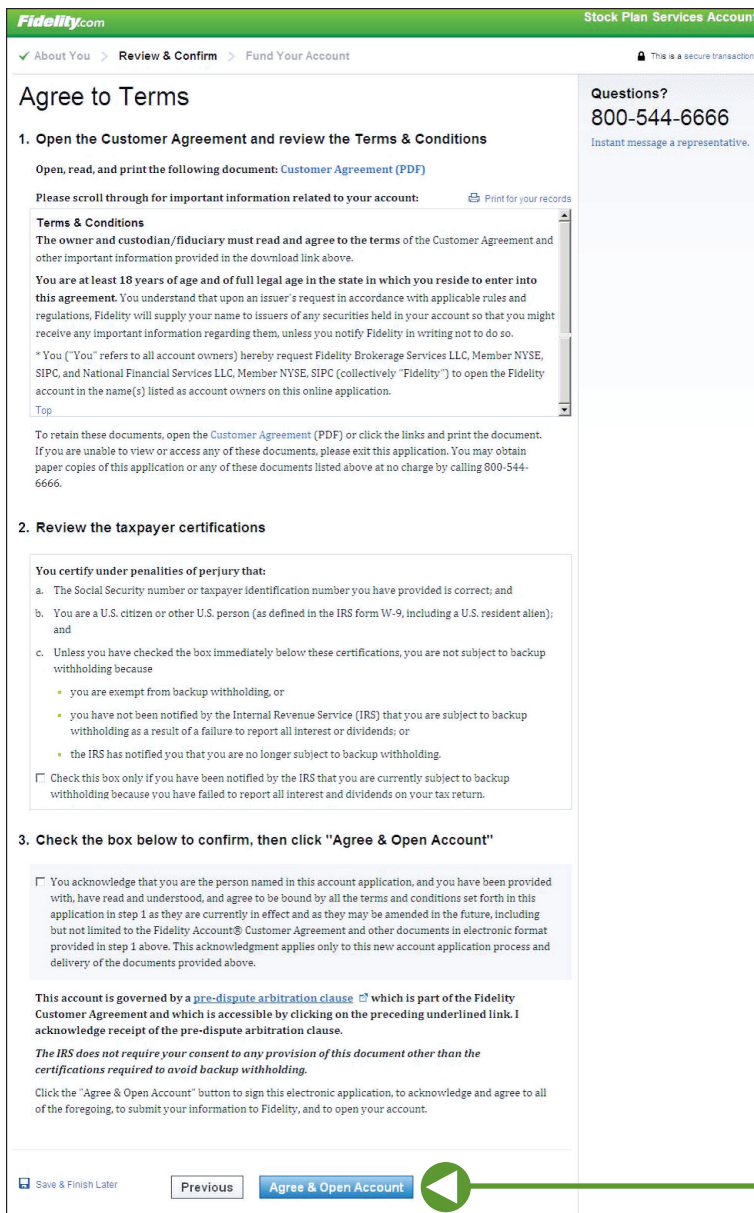
Corporate Control Status: No

Save & Finish Later

### Step 6—Review and Confirm Your Application

- Review and verify the information you entered for accuracy and completeness.
- Click **Edit** in any section where you need to make changes.
- Click **Confirm My Information**.

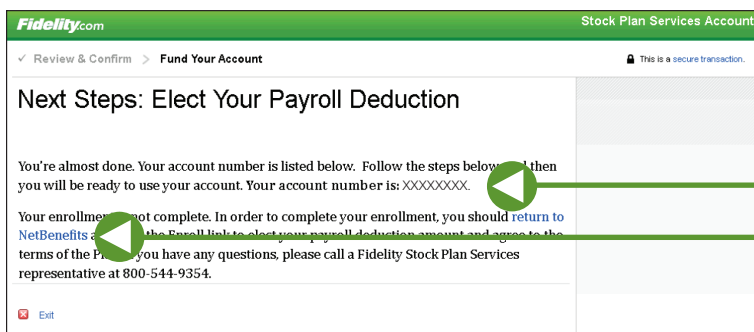
Screenshot is for illustrative purposes only.



Screenshot is for illustrative purposes only.

## Step 7—Agree to the Terms of the Customer Agreement

- Review the terms and click **Agree & Open Account** at the bottom of the page.
- Your account is now established and your account number will be displayed.



Screenshot is for illustrative purposes only.

## Step 8—Proceed to Plan Enrollment

- Make a note of your new account number for your future use.
- Click **return to NetBenefits** and click the enroll link to elect your payroll deduction amount and agree to the terms of plan.

**Enrollment Agreement and Elections** [Help/Glossary](#) | [Print](#)

You can change how much money you're contributing to your plan or discontinue your deduction at any time before the enrollment deadline for each offering period. For each offering period, enter a new payroll deduction in the New column.

Payroll Deduction Elections			
Current Enrollment			
Offering Period	Allowable Deduction	Current	New
01/01/2012 - 06/30/2012	1.00%-25.00%	0.00%	<input type="text"/> % <input type="radio"/> percent <input type="text"/> Per Payroll Period <input type="radio"/> dollars
Future Enrollment			
Automatic Re-enrollment			
<input checked="" type="radio"/> <b>Yes.</b> I would like to be automatically re-enrolled in all future offering periods <sup>1</sup>	1.00%-25.00%	2.00%	<input type="text"/> % <input checked="" type="radio"/> percent <input type="text"/> Per Payroll Period <input type="radio"/> dollars
<input type="radio"/> <b>No.</b> Do not automatically re-enroll me in future offering periods <sup>2</sup>			

**You must read and accept your Employee Stock Purchase Plan Enrollment Agreement and review the plan documentation below.**

[View This ESPP Plan Document \(PDF\)](#)  
[View This ESPP FAQ \(PDF\)](#)

I have read the Employee Stock Purchase Plan Enrollment agreement.

Your acceptance of your Enrollment agreement will be final once you click Next. To cancel this transaction, click the Cancel link.

Preview This Information

## Step 9—Enrollment Agreement and Elections

- Enter the payroll deduction that you would like to deduct from each paycheck.
- Confirm that you've read and accept the ESPP enrollment agreement and the plan documents as prompted.
- Click **Next** to accept the agreement and continue enrollment.

Screenshot is for illustrative purposes only.

**Fidelity.com**

**Review & Submit Enrollment and Elections**

Payroll Deduction Elections	
Offering Period	Payroll Deduction
07/02/2010-12/23/2010	1.00% Per Payroll Period

Your acceptance of your Employee Stock Purchase Enrollment Agreement will be final once you click Next. To cancel this transaction, click the Cancel link.

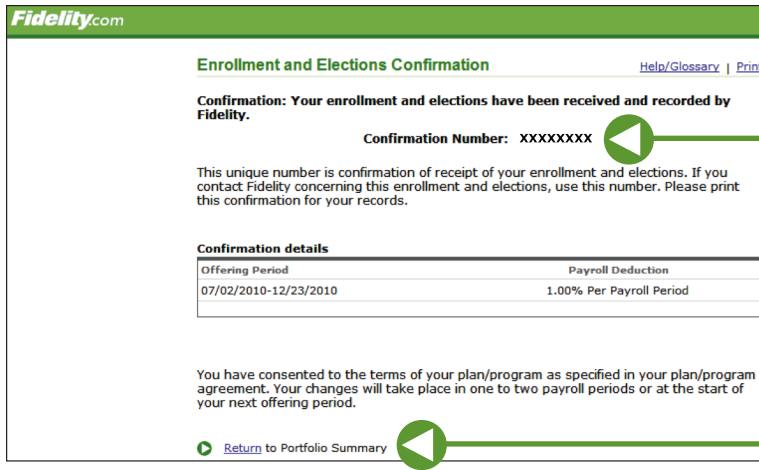
Edit This Information      Submit This Information

[Cancel and return to Portfolio Summary](#)

## Step 10—Review and Submit Enrollment and Elections

- Review the payroll deduction information that you entered. Click **Next** to submit this information.
- If the information is incorrect or you want to make changes, click **Previous** to return to the Enrollment Agreement and Elections screen.

Screenshot is for illustrative purposes only.



Screenshot is for illustrative purposes only.

### Step 11 — Note Your Confirmation Number

- After submitting your enrollment and election information, you will receive a confirmation number. Make a note of it and keep it for your records.
- Click **Return** to return to the Portfolio Summary page.

Once you have enrolled in the ESPP, you may go online to **netbenefits.com** to obtain your account balance, change your payroll deduction election, request the sale of shares, suspend contributions, or withdraw from the ESPP.

**For further assistance, call 1-800-544-9354 to speak with a Fidelity Stock Plan Services Representative.**

Actual screens may vary based on your employer's plan(s).

System availability and response time may vary.

Stock plan recordkeeping and administrative services are provided by Fidelity Stock Plan Services, LLC.

Fidelity Brokerage Services LLC, Member NYSE, SIPC, 900 Salem Street, Smithfield, RI 02917

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# Activating your Fidelity Account®

## A quick-start guide for stock plan participants

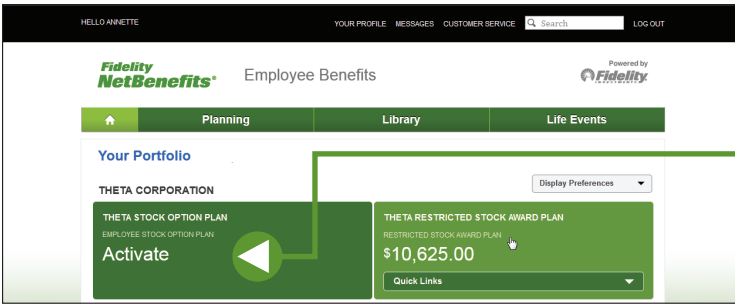
Your company stock plan can be an important benefit for you— but only if you activate your account. Just follow these easy steps.

### Create Your Password

Before you can activate your Fidelity Account®, you must ensure that you have a password to access your information. If you have an existing individual brokerage account with Fidelity or if you already have a NetBenefits® password for other benefit programs, you do not need to create a new password—you will have the convenience of accessing all your information with the same password.

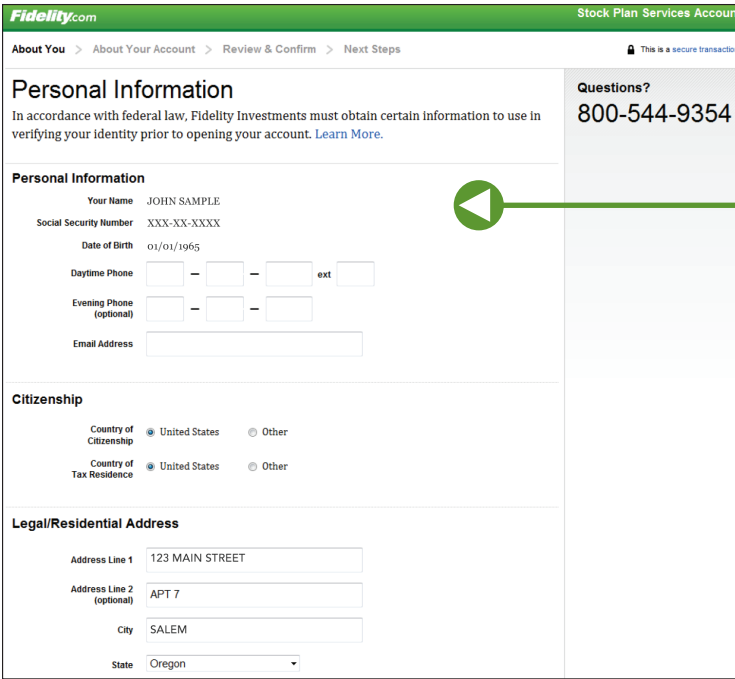
- Step 1**
- Log in to **netbenefits.com**.
- Step 2**
- Establish your username and password by clicking *Register Now*.
- Step 3**
- Complete the information requested to verify your identity, including the last four digits of your Social Security number, date of birth, and first and last names.
  - Click *Next*.
- Step 4**
- Create a new username.
  - By default, your username is your Social Security number (SSN). For security reasons, we recommend that you change your username. Click button to create username to complete.
  - Create your password. You can enter your current password, if you have created it previously. Otherwise, use the following criteria to create your password:
    - 6 to 12 letters and/or numbers
    - No sequences (e.g., 1234) or a single repeating number or letter
    - Do not use Social Security number, username, or date of birth
  - Create a security question and answer, and provide your email address. Click *Submit*.
- Step 5**
- You have successfully created your password and username. You may now log in to **netbenefits.com** to activate your Fidelity Account.





1. Log in to your **Fidelity Account®** and click *Activate* to start the activation process.

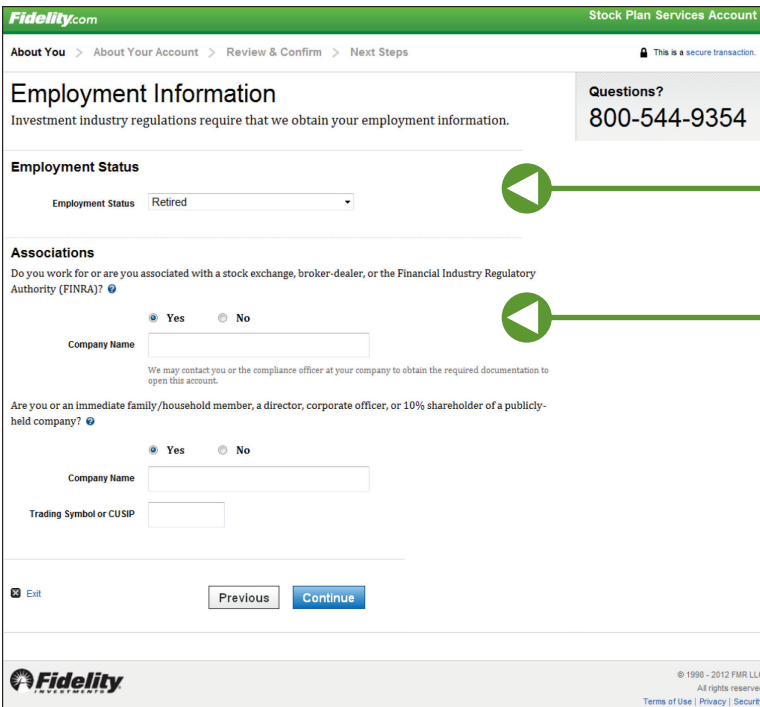
Screenshot is for illustrative purposes only.



2. You've launched the application for your new Fidelity Account. Fill in all the required **Personal Information**. Then click *Continue*.

**Note:** Portions of the account owner information may be prefilled based on information provided by your employer.

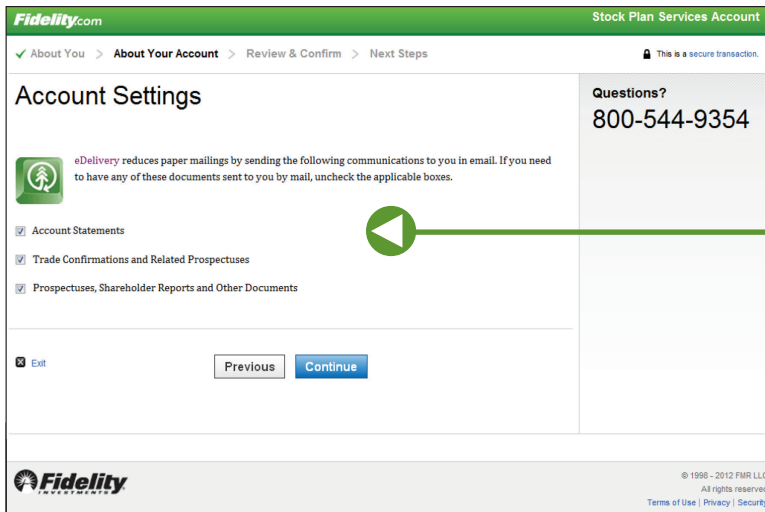
Screenshot is for illustrative purposes only.



3. Complete the **Employment Information**.

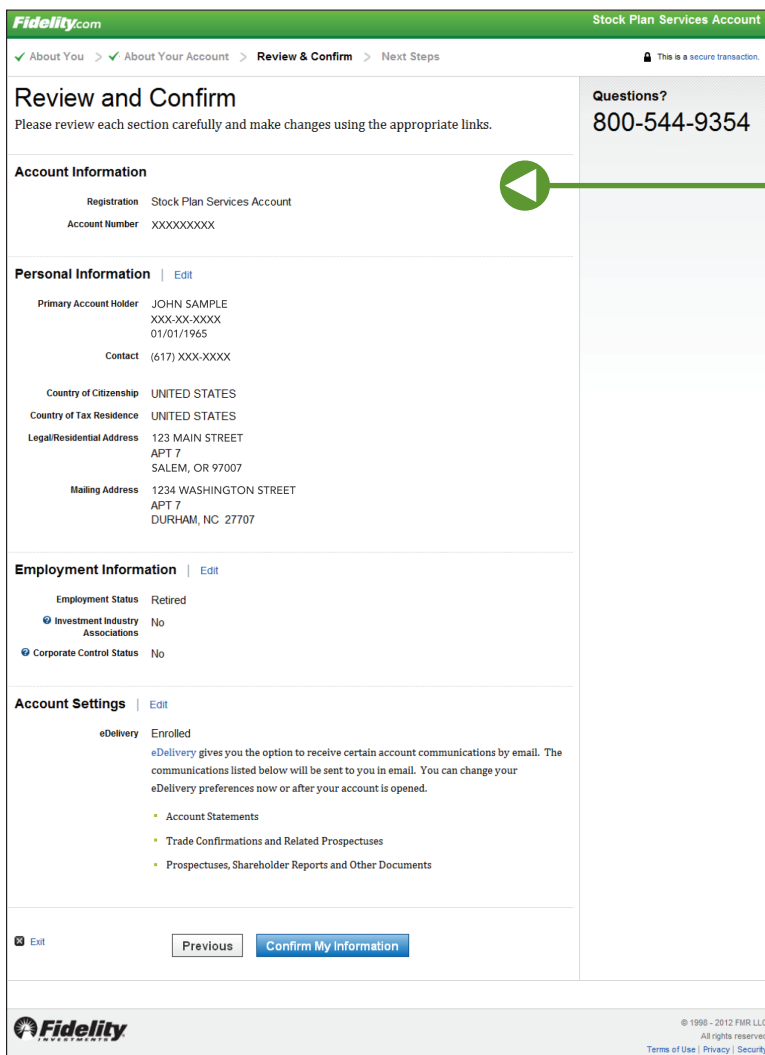
Select *Yes* or *No* to questions regarding your associations. Then click *Continue*.

Screenshot is for illustrative purposes only.



4. Review the eDelivery **Account Settings**. If you need any of these documents sent to you by mail, uncheck the applicable boxes.

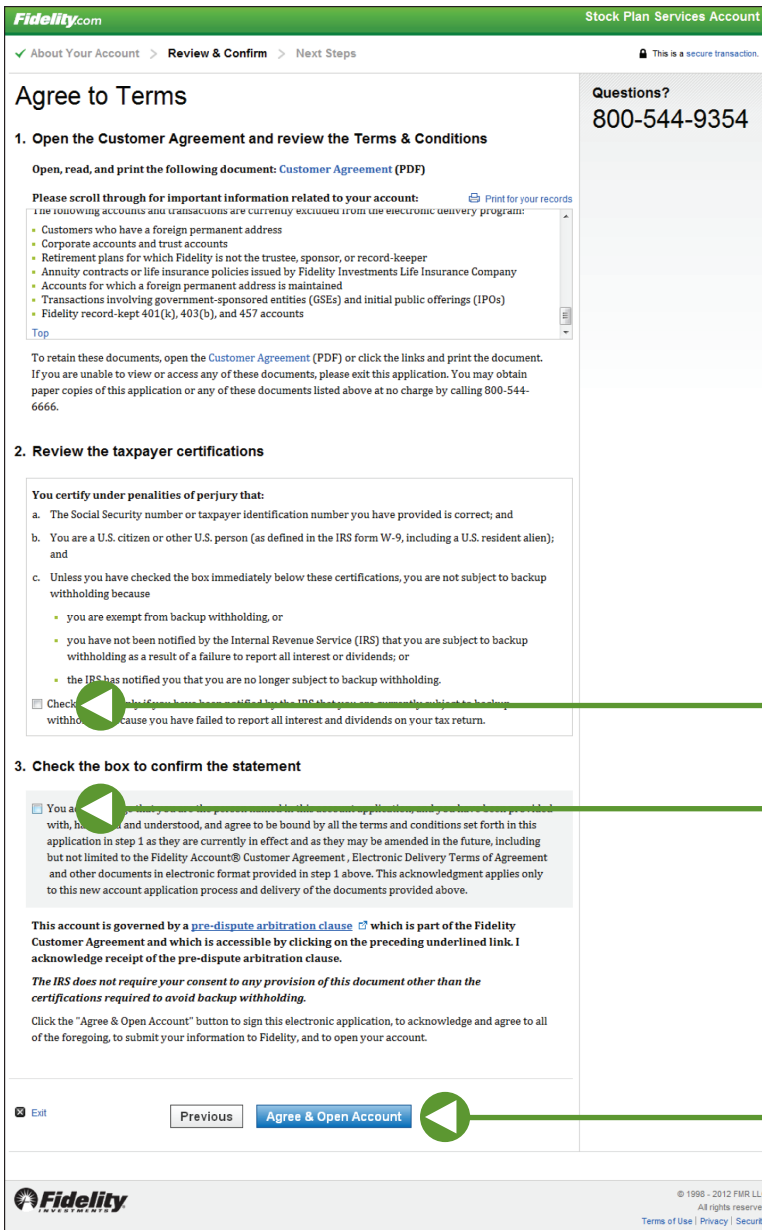
Screenshot is for illustrative purposes only.



5. **Review and confirm** your information. Click *Confirm My Information*.

If anything's incorrect, make changes now by clicking *Edit*.

Screenshot is for illustrative purposes only.

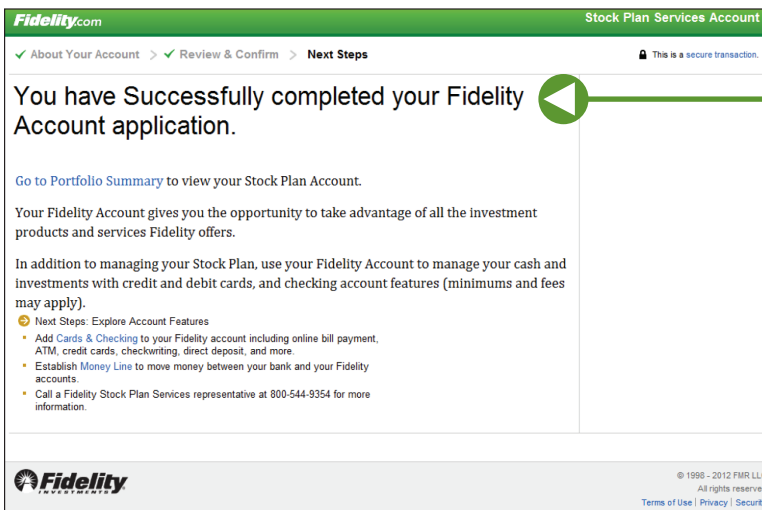


**IMPORTANT:** Only click here if you've been informed by the IRS that you're subject to backup withholding.

6. Click this box to verify that you've read and agree to the terms of the agreement.

Click here to agree and open your account.

Screenshot is for illustrative purposes only.



7. When you reach this point, you have successfully activated your Fidelity Account and are ready to take advantage of all the benefits your stock plan has to offer.

**If you have any questions, please contact a Fidelity Stock Plan Services representative at 800-544-9354.**

Screenshot is for illustrative purposes only.