

# Modeling and exercising stock options online

## Quick tip

To model, or model and exercise, your stock options on Benefits OnLine® at [www.benefits.ml.com](http://www.benefits.ml.com), follow the instructions in this quick tip. If you want to exercise your options, you must have an open Merrill Lynch Limited Individual Investor Account, the limited, self-directed, non-interest-bearing account used for transactions related to your equity awards.\*

 **My Accounts > Equity Plan > Model/Exercise > Model/Exercise**

### 1 Transaction Type/Grants to Display

- Select the type of transaction (such as cashless sell or cash purchase). Then select the awards you want to display (all grants, all vested grants or all unvested grants).

### 2 Select Grants to Model

- Select the grants you want to model and enter the quantity to model.

### 3 Enter Modeling Criteria

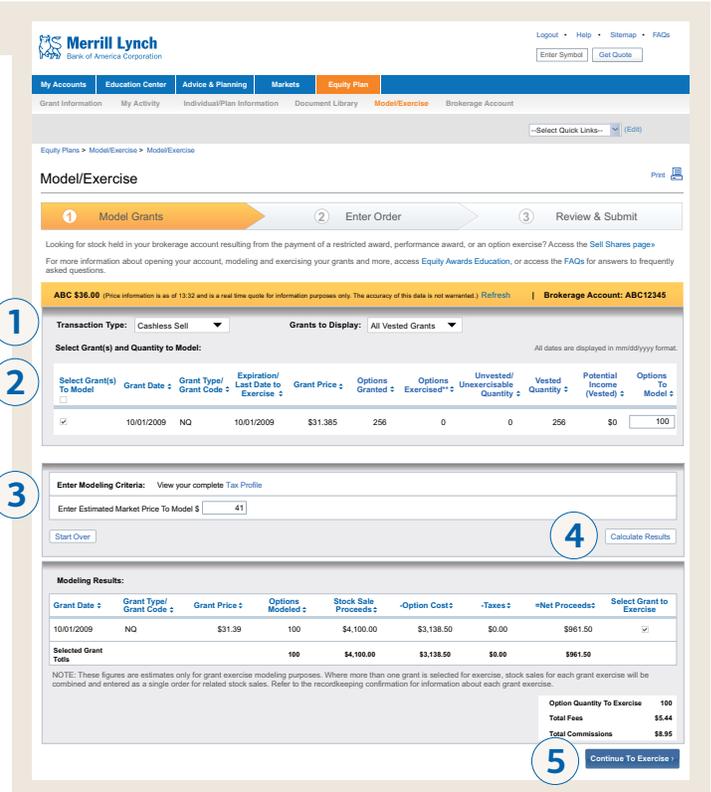
- Enter the estimated market price for your stock. The last price of the stock is provided for your information. Your federal tax rate will appear if provided by your company.

### 4 Calculate Results

- Select **Calculate Results** to see the **Modeling Results** section. These are estimates only.
- To change the modeling criteria, select **Start Over**.

### 5 Continue to Exercise

- Check the box under **Select Grant** in the **Modeling Results** section for the stock options you want to exercise. Then select **Continue to Exercise**.



**Model/Exercise**

Transaction Type: Cashless Sell Grants to Display: All Vested Grants

Select Grant(s) To Model	Grant Date	Grant Type/Grant Code	Expiration/Last Date to Exercise	Grant Price	Options Granted	Options Exercised**	Unvested/Unexercisable Quantity	Vested Quantity	Potential Income (Vested)	Options To Model
<input checked="" type="checkbox"/>	10/01/2009	NQ	10/01/2009	\$31.385	256	0	0	256	\$0	100

Enter Modeling Criteria: View your complete Tax Profile

Enter Estimated Market Price To Model \$

**4 Calculate Results**

**Modeling Results:**

Grant Date	Grant Type/Grant Code	Grant Price	Options Modeled	Stock Sale Proceeds	-Option Cost	-Taxes	=Net Proceeds	Select Grant to Exercise
10/01/2009	NQ	\$31.39	100	\$4,100.00	\$3,138.50	\$0.00	\$961.50	<input checked="" type="checkbox"/>
<b>Selected Grant Total</b>			<b>100</b>	<b>\$4,100.00</b>	<b>\$3,138.50</b>	<b>\$0.00</b>	<b>\$961.50</b>	

NOTE: These figures are estimates only for grant exercise modeling purposes. Where more than one grant is selected for exercise, stock sales for each grant exercise will be combined and entered as a single order for related stock sales. Refer to the recordkeeping confirmation for information about each grant exercise.

Option Quantity To Exercise: 100  
Total Fees: \$5.44  
Total Commissions: \$8.95

**5 Continue To Exercise**

\*Directors, executive officers, associates and other persons subject to Rule 144 or Section 16 of the Securities Exchange Act of 1934, as amended, have inquiry access only to Benefits OnLine and must exercise stock options through the Merrill Lynch financial advisor team assigned to their company's plan.

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<b>Are Not FDIC Insured</b>	<b>Are Not Bank Guaranteed</b>	<b>May Lose Value</b>
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## How to exercise stock options

### 6 Order Information

- In the **Enter Your Exercise Order Information** section, choose either **Market** to have the order executed at the next available sale price or **Limit** to have the order executed only if the stock price reaches the price you designate (enter the **Limit Price**).
- Under **Time Limit**, for Market orders choose **Day**, and for Limit orders choose either **Day** or **GTC** (Good Till Cancelled, valid for only 30 calendar days).  
(See next page for more on sale order types.)

### 7 Distribution Method

- You can choose to have the cash proceeds from sales transactions sent to you by check, wired to another account (as specified in your wire instructions) or held in your brokerage account (LIIA). Keep in mind the LIIA is a non-interest-bearing account.
- Please note that if you select a Cash Purchase exercise you will not be prompted to select your Sale Order Type or Distribution Method.

### 8 Continue to Exercise

- Select **Continue to Exercise** to review your exercise information.
- Before you exercise, you must re-enter your Benefits OnLine Password for added security.
- Select **Submit** within 90 seconds or your request will time out.
- When your transaction is completed, you will receive a confirmation of your transaction in the mail. This confirmation will also be available at **My Accounts > Equity Plan > Grant Information > Confirmations**.

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Model/Exercise

1 Model Grants 2 Enter Order 3 Review & Submit

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ABC \$36.00 | Brokerage Account: ABC12345

Exercise Method: Cashless Sell  
Options to Exercise: 100  
Order Quantity: 100  
Exchange: Over the Counter

Enter Your Exercise Order Information  
Order Type:  Market  Limit Limit Price \$ (Estimated Model Price: 41.00)  
Time Limit:  Day  Good Till Cancelled (valid for only 30 calendar days)

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Select your Net Proceeds Distribution Method.

This section allows you to select how you would like to receive the net cash from your stock option exercise and the currency that you would like to receive the proceeds in.

Distributed As:  Proceeds to remain in brokerage account (U.S. Dollars only)  
 Wire Transfer  
 Check (will be mailed upon settlement)

Go Back Continue To Exercise

All amounts shown are displayed in \$US dollars.

The screen shots shown here are intended to illustrate the functionality and services available to participants on Benefits OnLine. They are not meant as exact representations of the screens available through your plan.



### Learn more

The Equity Awards Education Center on Benefits OnLine features a series of videos to help you understand your awards. You'll also find a library of "Quick Tips" to help you manage and monitor your awards, a series of articles on equity award topics, and more. Visit now — [go.ml.com/equityed](http://go.ml.com/equityed)

For information about your awards and the fees and commissions associated with your Merrill Lynch brokerage account, please refer to your equity awards brochure available at [www.benefits.ml.com](http://www.benefits.ml.com) in the **Document Library** under **Equity Plan**.

## Choosing your sale order type

Before exercising your stock options, you must decide when you want the sale to take place — at the next available sale price (a “market order”) or at a specified price (a “limit order”).

If you want to...	Choose this method	How it works
<b>Sell your shares at the next available sale price</b>	Market Order	As soon as market conditions allow, your shares will be sold.
<b>Set the price at which to sell your shares...</b>	Limit Order (You must select one of the types below):	If the stock price reaches or exceeds your set limit price, shares are sold subject to market conditions. If the price is not met while the order is in effect, your order is cancelled and shares/options are available for future sale/exercise.
<b>... on the current trading day</b>	<ul style="list-style-type: none"><li>• Day Limit Order</li></ul>	Order is in effect for current trading day only. Orders entered after market close will be in effect for the next business day.
<b>... over the next 30 calendar days</b>	<ul style="list-style-type: none"><li>• Good Till Cancelled Limit Order</li></ul>	Order is in effect for 30 calendar days following the date of entry. For orders entered after the market close but before 12 midnight Eastern, the 30-day count begins two business days after the order is entered.

- Merrill Lynch will execute all sale orders subject to market conditions.
- You may receive partial execution of the sale order you place, resulting in only a portion of your stock options being exercised. Once your exercise has been entered, you should check the exercise confirmation on Benefits OnLine to determine the number of stock options exercised. You may need to re-enter the order for the balance of the options not exercised.

### Company blackouts

- Generally, all limit orders related to stock option exercises will be cancelled at the outset of a blackout period (a period set by your company during which purchases and sales of company stock are prohibited). Generally, no stock option exercises will be processed online during a blackout period.
- No new orders related to stock option exercises may be placed online or over the phone during a blackout period.

Any and all blackout periods are determined by your company and are subject to change.