

Accepting your awards online

Quick tip

You can accept awards granted to you through your equity plan on Benefits OnLine® at **www.benefits.ml.com.**

To get started, log in and select **Accept Now** from the Action Center on the **My Accounts** page or follow the path below. When you do, the screens will guide you through the simple three-step process for accepting awards.



Equity Plan > Grant Information > Pending Acceptance

) Select a Grant

Review Grant

click Continue.

the icon next to that document.

The Pending Acceptance screen will show any awards that have not been accepted. Select the award you want to accept and then click **Continue**. (You can accept only one grant at a time.)

Review the grant award document(s) associated with your award. This is a required step. To view a document, click

Then choose to Accept (or Reject) your award. Then

Bank of America Corporation				Logout • H	lelp • Sitemap • FAQs I Get Quote
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ant Information My Activity Individu	al/Plan Information	Document Library	Model/Exercise Brokerage Accou	nt	
Ian Selector: - Select Plan			Select Language: English	- Sel	ect Quick Links — 🔽 (Edit
Equity Plan > Grant Information > Pending Acc	reptance				
Pending Acceptance					Print 💻
1. Select a Grant	1 Select a	Grant			
2. Review Grant	Available Gra	nts			
3. Confirm and Submit	Select	Grant Date	Grant Type /Grant Code	Quantity Granted	Take Action By
Your Selection	•	06/21/2014	RSU - RSU01110	1,000	06/01/2015
	•	06/21/2014	NQ-NQ05112	10	06/01/2015
1. Select a Grant 2. Review Grant 3. Confirm and Submit Your Selection	2 Review C Review Docu NOTE: You m	Grant ments ust view the Grant D t Award	ocuments before making an ek	CANC action.	EL CONTINUE
		cillent	Agreement		
	Grant Date	Grant Type /Gran	t Code Quantity Granted	Take Action By	Vesting Details
	07/15/2004	RSU - RSU01110	10,000	06/20/2015	View Details
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3 Confirm and Submit Your Selection

To confirm your action, you will be required to enter your Benefits OnLine password. Then click **Submit**. A confirmation of your action will then be displayed.

1. Select a Grant	~	3 Confirm a	nd Submit Your Selection			
2. Review Grant	~	Selected Gran	t			
3. Confirm and Submit Your Selection		Grant Date	Grant Type /Grant Code	Granted	Take Action By	Vesting
		07/15/2004	RSU - RSU01110	10,000	06/20/2015	View Details
	3	You have chosen to Accept your Grant To confirm, enter your password and click Submit			****	Forgot your Password?

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.

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