

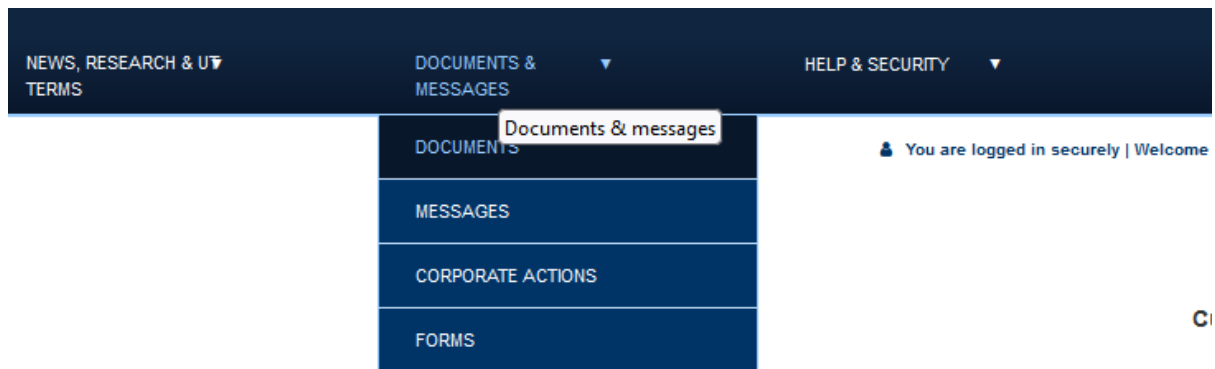


This document details the step by step guide to:

- Accessing documents on your account
- Accessing corporate actions on your account

Accessing documents

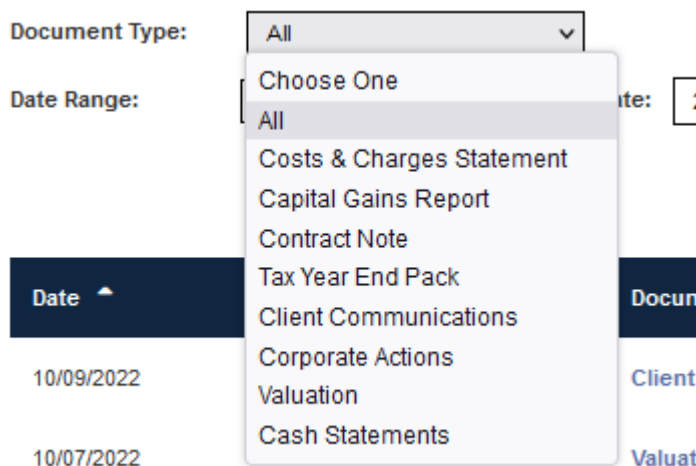
Log into your account and select Documents & Messages, then Documents:



A list will appear detailing all documents received within a one year period.

Date	Document Type	Description
15/09/2022	Contract Note	Contract Note for contract 09122H3B547
22/07/2022	Contract Note	Contract Note for contract 09122H1X281
10/07/2022	Valuation	Valuation

You can select a certain document type by clicking on the drop down arrow as per below:





You can also change the date range by clicking on the drop down arrow as per below:

Date Range: Choose one Sti

Choose one

- 1 Week
- 1 Month
- 3 Months
- 6 Months
- 1 Year
- 5 Years
- 10 Years (max)

Date ▲

04/04/2022

Accessing corporate actions on your account

Log into your account and select Documents & Messages, then corporate actions:

NEWS, RESEARCH & UT
TERMS

DOCUMENTS & MESSAGES

HELP & SECURITY

Documents & messages

- DOCUMENTS
- MESSAGES
- CORPORATE ACTIONS
- FORMS

You are logged in securely | Welcome

Any new and open corporate actions will appear in this section.

Stock Name	Description	Ex Date	Status
PRIMARY HEALTH PROPERTIES PLC ...	Dividend	07/07/2022	Archived
PRIMARY HEALTH PROPERTIES PLC ...	Dividend	07/07/2022	Archived
FUNDSMITH EQUITY FUND FUNDSMIT...	Dividend	01/07/2022	Archived



To view the notification, click on the name of the stock name and a second screen will open with the relevant details, as per example below:

Corporate action detail ✕

Reference	88031-10
Stock	METAL TIGER PLC ORD GBP0.0001
Holding	10
Status	Closed
Type	Consolidation (Diff SEDOL)
Description	Consolidation
Notes	<p>This relates to ISIN GB0030493232. The company has recently announced a Consolidation of its share capital. Under the terms of the Consolidation, every 10 Shares currently held will be consolidated into 1 new Share. There is no need for you to take any action. Your portfolio will be amended to reflect this Consolidation.</p> <p>Should you require any further assistance on this matter please contact your Account Executive.</p>

Consolidation

To view any closed or archive one's tick both boxes as per below:

Show Closed Actions:

Show Archived Actions: