



Selling Shares in Your Stock Plan Account

A quick-start guide for stock plan participants



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Once your shares are available in your Stock Plan Account, here's where you go to sell them.* Be sure to check the plan rules to see if you are required to hold your shares for a specified period of time before you can sell them.

We recommend you set up your **withdrawal preferences** before selling your shares. It takes only a few minutes to set up, but requires 4 to 7 business days for approval. Setting up your preferences now will make it easier to get your cash in the future.

Step 1.

Log in to [NetBenefits.com](https://www.netbenefits.com) and select your Stock Plan Account.

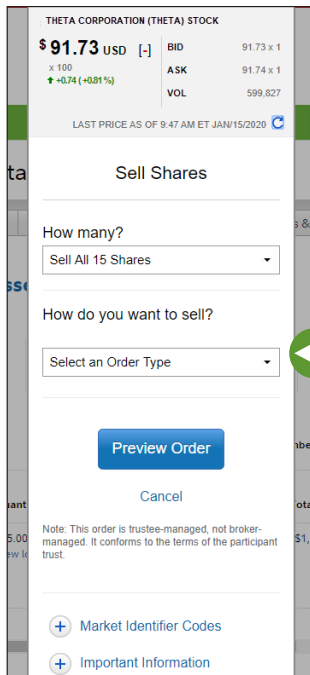
Screenshot is for illustrative purposes only.

Symbol	Description	Quantity	Closing Price	Closing Mkt Value	Total Cost Basis	Unrealized Gain/Loss	Unrealized	Action
XXXXX	THETA CORP	10,097.6100	\$1.0000 USD	\$10,097.61 USD	Cost basis information is currently unavailable for this			Withdraw
XXXXX	THETA CORP	130,0000 View Lots	\$141.1700 USD	\$18,352.10 USD	\$8,000.00 USD	+\$10,352.10 USD		Sell Request

Step 2.

Select the *Sell Request* button for the stock you want to sell.

Screenshot is for illustrative purposes only.



Step 3.

Enter the order information in the trade ticket and follow the prompts to sell your stock and choose your withdrawal method.

Screenshot is for illustrative purposes only.

**For further assistance, contact a Fidelity Stock Plan Services Representative.
Calling instructions can be found at [Fidelity.com/globalcall](https://www.fidelity.com/globalcall).**

*If you are considered to be a company "insider," you may be required to call a Fidelity Representative to trade your stock rather than conduct the transaction online.