



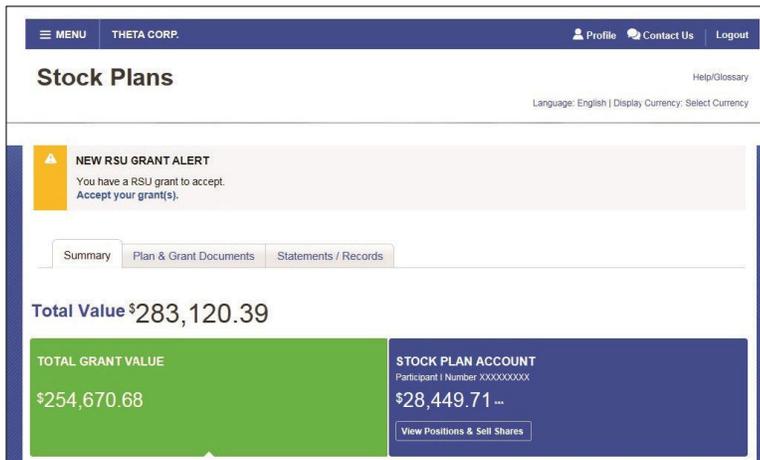
Setting Up Transfer Instructions

A quick-start guide for stock plan participants



Whether you want to sell your shares, exercise an award, or transfer cash from your Fidelity Stock Plan Account, you should first set up how you would like to receive your cash. The process takes only a few minutes, but requires 4 to 7 business days for approval. Setting up your instructions now will make it easier to get your cash in the future.

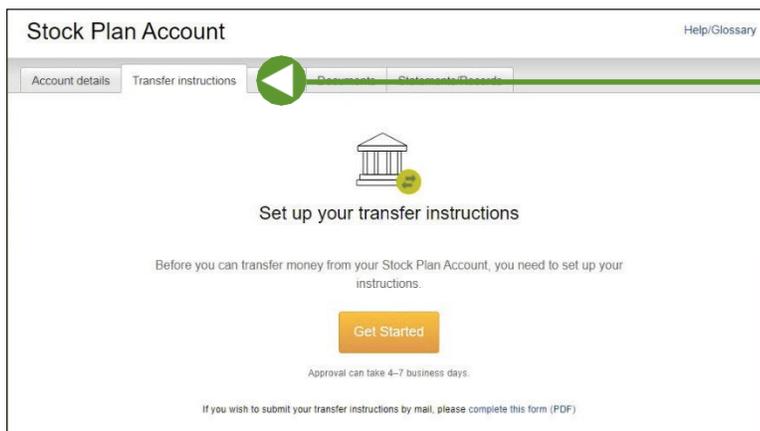
If you receive cash directly from your employer, you do not need to set up transfer instructions.



Step 1.

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

Screenshot is for illustrative purposes only.



Step 2.

Select *Transfer Instructions*. from the top menu tab.

Screenshot is for illustrative purposes only.

Step 3.

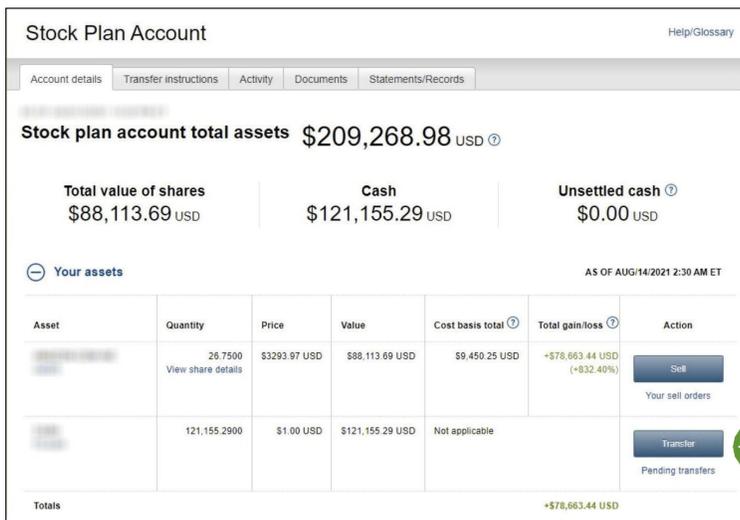
Follow the directions on each screen to choose the method and currency you would like to use for transfers. You can request to wire funds to a bank or other financial institution or have a check mailed.

Step 4.

After you have updated and submitted your instructions, they are pending approval. Please check back in four to seven days to confirm approval.

Getting Your Cash

Once your transfer instructions have been approved, you can transfer your cash.¹ If you sell shares or exercise options prior to your bank approval, the resulting cash will be put into your Fidelity Stock Plan Account. You will need to initiate a separate transfer once your transfer instructions have been approved and the cash is available in your account.



The screenshot shows the 'Stock Plan Account' dashboard. At the top, there are tabs for 'Account details', 'Transfer instructions', 'Activity', 'Documents', and 'Statements/Records'. Below the tabs, the total assets are listed as \$209,268.98 USD. A summary section shows 'Total value of shares' at \$88,113.69 USD, 'Cash' at \$121,155.29 USD, and 'Unsettled cash' at \$0.00 USD. A table titled 'Your assets' is shown below, with columns for Asset, Quantity, Price, Value, Cost basis total, Total gain/loss, and Action. The table contains two rows: one for a stock position with a 'Sell' button and one for a cash position with a 'Transfer' button. A green arrow points to the 'Transfer' button.

Asset	Quantity	Price	Value	Cost basis total	Total gain/loss	Action
[Redacted]	26.7500 View share details	\$3293.97 USD	\$88,113.69 USD	\$9,450.25 USD	+\$78,663.44 USD (+832.40%)	Sell Your sell orders
[Redacted]	121,155.2900	\$1.00 USD	\$121,155.29 USD	Not applicable		Transfer Pending transfers
Totals					+\$78,663.44 USD	

Screenshot is for illustrative purposes only.

Step 1.

From the [Fidelity NetBenefits](#) home page, click your Stock Plan Account.

Step 2.

Next to your cash position, select the *Transfer* button or select the *Transfer Instructions* tab and complete the information requested.

For further assistance, contact a Fidelity Stock Plan Services Representative.

Calling instructions can be found at [Fidelity.com/globalcall](https://www.fidelity.com/globalcall).

¹You will be charged a processing fee if requesting a check. Additionally, for U.S.-dollar conversions, a currency exchange rate fee will be applied.