

# WEBLINK

### **Client User Manual**



Accessing Your NPITC Account Online

# For additional personal assistance regarding your online account access, please contact your Account Officer.

For Account Officer contact information, please see the "On-Line Help/Contact Us" section of this manual (page 10), or call toll-free at 1.800.826.5534.

www.npitc.com

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# **Client Internet Access**

### Welcome to WebLink

National Penn Investors Trust Company (NPITC) welcomes you to WebLink. The WebLink product provides you with 24-7 access to your investment portfolio.

The security of your information is one of our highest priorities. With this in mind, NPITC's WebLink site requires you to step through a multi-factor authentication process. The WebLink authentication process was created specifically to help protect your privacy and adhere to the standards published by the FFIEC (Federal Financial Institutions Examination Council). This guide walks you through this process.

WebLink's supported browsers include versions of Internet Explorer, Chrome, Firefox, Safari, and Opera.

Browser and Version
Microsoft Internet Explorer 9, 10 and 11
Google Chrome 27.0
Mozilla Firefox 25.0.1
Apple Safari 6.0.5
Opera Software 17.0

The following example displays the message received if the your browser version is not compatible with new HTML5 version of WebLink.

SUNGARD				4
JONGAND				Contact Us - Help - About
	User ID	) / Alias		
		Proceed		
		Forgot Password?		
		General message for testing		
		Weblink		
	Copyright 1998 - 2014 .	SunGard Asset Management Systems	. All Rights Reserved	
WebLink has recently been enhanced to HTML5 technolog of the compat	y. The browser you are currently using to acces ble browsers below. If you do not wish to upgra	s WebLink is not supported in the new version. I de your browser at this time, login as usual abov	f you wish to take advantage of the new and improved Web re to be directed to WebLink in its previous version.	Link software, please download one
Mozilla Foundation Firefox	Opera Software Opera	Google Chrome	Microsoft Internet Explorer	Apple Safari
				-
				100% •

If you log in and are not using a supported browser version, you will be presented with a screen that gives you the opportunity to upgrade your browser.

If the browser is a supported version, you will be directed to the new HTML5 WebLink site after logging in. If the browser is not a supported version, you are given an opportunity to upgrade, or you can continue to log in without upgrading, but you will be redirected to the older version of the WebLink site. If you need help with the older version of WebLink, please contact your Account Officer to obtain the proper WebLink User Manual

#### New Site (HTML5)

	VATIONAL									Welcome, Chris	stian Doyle (NV	VL) User (	Options 👻	Sign Out	Help	<b>6</b> Co	onta
ŧ	Available Cash	Transactions	Holdings	Taxlots	Cash Projection	Accounts	File Download	My Reports					2299000	042 - LARG	E CAP	T	]
LAF	RGE CAP		2299	000042		As Of Date	12/04/2014 🗰	View:	○ Trade	Date	Settler	nent Date				Ŀ	1
	LAF Total M \$1,28 Total C \$771,	078.88 nent Authority				\$54,922.6 Year to Date \$1,979.67	e Short Term Ga	in/Loss	5			restment C quity Onl					

#### Old Site

NATIONAL PENN INVESTORS TRUST COMPANY	Last Log	gin: 06/11/2008 07:56:37.92 EDT	↓ Contact Us ◆ User	Options * Help * Abou	t 🔹 Logoff
My Accounts Transaction	s Projections	File Download			
Account List Account Balan	ces Investment Su	ummary Asset Detail	Tax Lot Detail		
Login > Investment Summary			1120000764 - H	JGHES J 🔽 Looku	P
Investment Summary			TRUSTEE U/IRA DTO	9/6/94 BY JAMES G HUGHES	5
Download * Print Preview					
As of Date: 06/10/2008	Settled 🔾 Traded	I			
Investment Category	Book Va	alue Tax Cost	Market Value	% of Portfolio	
Cash and Equivalents	3,476	6.20 3,476.20	3,476.20	0.733	
Equity Securities	407,294	4.02 407,294.02	470,677.43	99.267	
TOTAL ACCOUNT	410,770	0.22 410,770.22	474,153.63	100.000	
Investment Ove					
Net Due To/Due From Broker	0.00				
Net Due To/Due From Broker Year to Date Long Term Gain/Loss:	0.00 5,439.24				
Net Due To/Due From Broker Year to Date Long Term Gain/Loss: Year to Date Short Term Gain/Loss:	0.00		Coch and	Fauitalanta	
Net Due To/Due From Broker Year to Date Long Term Gain/Loss:	0.00 5,439.24			Equivalents	
Net Due To/Due From Broker Year to Date Long Term Gain/Loss: Year to Date Short Term Gain/Loss:	0.00 5,439.24 -81.31		Cash and Equity Set	•	
Net Due To/Due From Broker Year to Date Long Term Gain/Loss: Year to Date Short Term Gain/Loss: Year to Date Qualified 5 Yr Gain:	0.00 5,439.24 -81.31			•	

### Accessing Your Portfolio via the NPITC Web Site

Navigate to the NPITC website: www.npitc.com

Simply click on the "Account Access" link, which can be found on right side of the NPITC homepage. The **WebLink** Login screen then appears.

	Click on the "Account Access" link
Our Story	
Our Services	INVESTORS TRUST COMPANY
Our People	
Publications & Media	>
Participant Fund Options	> Our Story
Account Access	Since 1930, when National Bank of Boyertown first activated its trust powers, our collective teams of expert advisors have delivered highly ethical trust and investment services to mem
Weblink Login Guide	<ul> <li>of our community. Our legacy is built on exceptional service and a long-standing commitmer put the care of our clients' assets at the core of all we do.</li> </ul>
QUICK LINKS	Over the years, we continually enhanced our range of services to meet evolving client needs, in 1994 created National Penn Investors Trust Company (NPITC), a subsidiary of National Pen Wealth Management, N.A. Today, our dedicated and experienced professionals administer r
Avoid FRAUD >	than \$2.8 billion in client assets, with assets under management of more than \$2.3 billion. Our advice is well-conceived and grounded in experience, a combination of investment prow
Bank whenever, wherever >	commitment to research and an ability to truly listen.We've earned the confidence of our clied by managing every portfolio with discipline, consistency and a keen eye on quality and risk control. Additionally, at the heart of it all, we communicate.
Apply for a loan >	Ultimately, we believe our clients are the backbone of the communities we serve – families,

If you prefer to access the login site through a saved Favorite of Bookmark, you will need to save the *login page address*:

https://iaf.infinity.com/IAF\_IdP/ITCTRPWL/plugins/common/app.xhtml?ClientID=WeblinkUI

#### **User Log On Instructions:**

If you are using WebLink for the first time, you will enter the User ID and Password supplied by your account officer. WebLink will then prompt you to change your initial password to a new password of your choosing.

### Your password must be 8 or more characters in length and contain <u>at least one of each</u> of the following character types:

- 1. Alpha (the choice of upper and lower case is optional)
- 2. Numeric
- 3. Special (for example, # \$ & etc.)

The password is case sensitive and may not contain spaces. If the new password you enter does not adhere to these standards, you will be prompted to try again.

The following screen shots and information are to assist you with the WebLink login steps.

INVESTORS TRUST COMPANY
User ID
Proceed
Forgot Password?
We are pleased to announce an upgrade to the WebLink system, scheduled to take place early Monday morning, December 8, 2014.
If you have this current site bookmarked, please visit NPITC.com after Monday morning and click on "Account Access" on the left-hand navigation bar to get to the new web address. Please use this new address to update your bookmark.
As always, we appreciate your continuing confidence in us.
Weblink           Copyright 1998 - 2014         .         SunGard Asset Management Systems         .         All Rights Reserved

#### Enter your User ID and click on Proceed

If you are logging on to WebLink from an unregistered computer, you will be prompted for a password and the answer to one of your security questions.



User ID Password	
	What is your favorite vacation destination?
Desktop Registration	<ul> <li>Yes, this is my computer that I use regularly.</li> <li>No, this is not my computer.</li> </ul>
	If you are using this computer at home or work, you can register this computer so you can skip the security questions or PIN Code in the future. This should only be done on your own secure computer where nobody else uses it (never select this option on a shared computer in a public location).
	Cancel Sign in
	Forgot Password2

### Enter your current Password. You can elect to have the site remember your computer, if you wish, and you will not be prompted for the security question in the future. Click on Sign In.

If you are logging on to WebLink from a registered computer, you will be prompted for your password only.



User ID			
Password			
			•
		and the second second	
		Cancel	Sign in
	Forgot Password?		

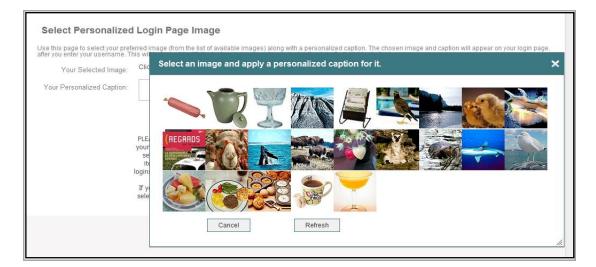
#### Enter your current Password. Click on Sign In.

If this is the first time you have logged into the WebLink site, enter the password we assigned to you, and you will be prompted to change your assigned password.

Change Password C	LIENT01				
This page allows you to update y The Following rules apply when y New Password must contain at I New Password must contain at I	our password iou change your password: aast 4 characters. aast 1 different character(s) fror	n previously used pas	sword.		
Old Password:	•••••		]		
New Password:	•••••		Strong		
Confirm New Password:	•••••		]		
				Cancel	Change Password

Enter a new password at the **New Password** and **Confirm New Password** boxes, following the password requirements. Click on **Change Password**.

You will then be prompted to select an image and personalized caption, which both will become part of your login process from this point forward. The purpose of the image and caption is to thwart others from using a fraudulent website to persuade you into disclosing your password. The personalized picture and caption are a verification check, to ensure you are logging into the genuine WebLink site, and your login screen will always display the image and caption.



Click on an image.

Select Personalized	Login Page Image
Use this page to select your prefer after you enter your username. Thi	red image (from the list of available images) along with a personalized caption. The chosen image and caption will appear on your login page, s will help you identify the login page as genuine, reducing the risk of a "phishing" attack.
Your Selected Image:	
Your Personalized Caption:	no sugar Save

Enter a personalized caption and click on **Save**.

You must set at least three Challenge Questions with valid responses.

Set Challenge Question: TF	RBEWL		Minimum Answers	Minimum Red Herring
			3 (Remaining 3)	1 (Remaining 1)
Red Herring questions are designed to fool proper answer is to LEAVE IT BLANK.	fraudsters into answering false questions. They v	vill be mixed with your normal challenge	questions. When you see a Re	d Herring question, the
Page: 14 <4 >> >1 25 💌	0 - 0 of 0			Add +
Challenge Question	Challenge Answer	Red Herring	Edit	Delete
No challenge questions have been added				

Click on **Add** to set each question.

et Challenge Question: TR	BEWL		Minimum Answers	Minimum Red Herring
			3 (Remaining 3)	1 (Remaining 1)
Red Herring questions are designed to fool fr proper answer is to LEAVE IT BLANK.	audsters into answering false ques	tions. They will be mixed with your normal challenge of	questions. When you see a Re	d Herring question, the
Page: 14 <4 >> >1 25 💌	Configure Challeng	e or Red Herring Question		Add
Challenge Question	Select Question Type	Challenge with Answer	Edit	Delete
lo challenge questions have been added	Question Option	Select From List		
		C Add My Own Question		
PLEASE RE	Challenge Question	What is your pet's name?	h addition to	
your creden select a tr	Challenge Answer		ect a picture,	
items ber items ber	i d	Cancel Save	ing. These ubsequent ntials, please	
If you sele	t private computer, the next	time you log in, you should verify that the pic	ture and text you	

You can select your questions from a list of pre-defined questions, or you can add your own question(s). Click on **Save** after you have entered your answer.

Set Challenge Question	n: TRBEWL		Minimum Answers	Minimum Red Herring
			3 (Remaining 3)	1 (Remaining 1)
Red Herring questions are designed proper answer is to LEAVE IT BLAN		tions. They will be mixed with your normal challenge ques	stions. When you see a Re	d Herring question, the
Page: 14 <4 b> bi 2	Configure Challeng	e or Red Herring Question		- Add
Challenge Question	Select Question Type	Challenge with Answer	Edit	Delete
No challenge questions have been adde	ed Question Option	<ul> <li>Select From List</li> <li>Add My Own Question</li> </ul>		
you si it	Challenge Question EASE REA Ir credent elect a te tems beco ns. Your c	where did you attend high school? new york Cancel Save	h addition to act a picture, ing. These ubsequent ntials, please	
	ected are displayed before entering yo	time you log in, you should verify that the pictur ur password. If you select 'public computer', the I question before you will be able to enter your p	next time you	

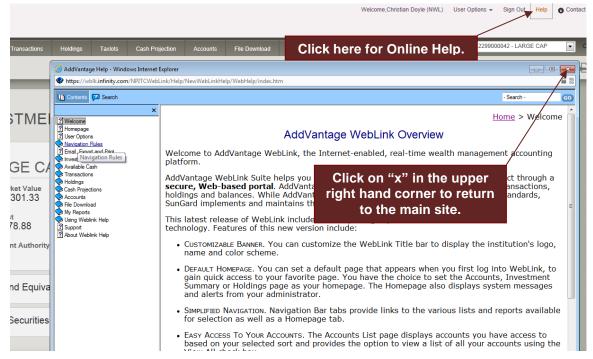
Once you have set your Challenge Questions, you will be logged into the WebLink site.

Click on User Options at the top right-hand side of your screen. Choose the Email tab and enter your email address in both boxes and submit. This will allow you to automatically request a temporary password, should you forget your password when signing on.

Forgot your password? Enter your User ID and click on Forgot Password. A temporary password will be automatically sent to your email address. This feature is available only after you have completed your initial setup as described previously.

## **On-Line Help**

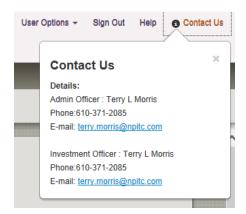
The WebLink site includes an online help menu. When you access the "Help" area, the following view is presented. When you click on any of the underlined topics (for example, Navigation Rules), the information regarding that topic (Navigation Rules) will be displayed. The "Help" area includes complete instructions for using all areas. To exit the "Help" area, click on the "X" button in the upper right-hand corner of the screen.



Reviewing the Help information thoroughly will allow you to take full advantage of the features offered in WebLink. Click on any topic to view its details.

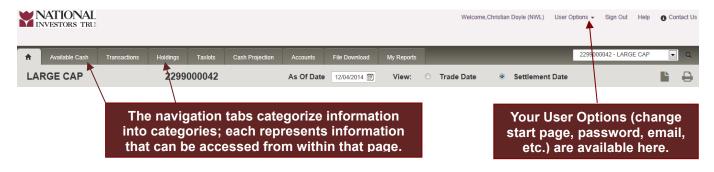
### Contact Us

To view your Account Officers' contact information, click the "Contact Us" link in the upper right-hand corner of the screen, and then view the information within the pop-up window.



# System Navigation

Each tab within the Navigation Menu Bar represents a different grouping of reports or specific actions that you may take. When accessing specific reports or pages, you can click on certain areas and links to "drill down" to a more detailed level of information. In addition to this User Manual, you can refer to on-line help to learn more about each area.



Links to WebLink Reports and features are displayed across the top of your screen via a tab structure.

### Start Page

You can change the "start page" in WebLink. Click User Options, then Start Page Options, and then select the Accounts, Investment Summary or Holdings pages. Changes made here take effect the next time you log in.

Change Password	Email Options	Challenge Questions	Start Page Options	Account Group Main	tenance Unregister Desktop	
Select Start	Page					*
ociect otan	i ugo		Account	S		
		*	Investment Su	immary		
			Holding	S		
			Please logout & login to	see changes		
			Submit			
						Ψ.

### Downloading and Printing

The ability to print and download, as well as to view data as of a certain date and on a traded or settlement basis, is available in each view.

#### **Downloading While Viewing a Report**

	TORS TRU								Welcon	ne,Christian Doyle (NWL)	User Options ← Sign Out	Help 👩 Contact
Ava	ailable Cash	Transactions	Holdings	Taxlots	Cash Projection	Accounts	File Download	My Reports			2299000042 - LARO	GE CAP
LARGE	CAP		2299	000042		As Of Date	12/04/2014	View:	Trade Date	Settlement E	Date	<b></b> È 6
	LAP		AP POI	ιιοιο								
		arket Value 9,301.33				Year to Date \$54,922.6	e Long Term Ga 67	in/Loss				
	Total C \$771,	<sup>ost</sup> 078.88				Year to Date \$1,979.6	e Short Term Ga 7	iin/Loss				
	Investn NONE	ent Authority				Year to Date \$0.00	e Qualified 5 Yea	1		load the	ctive	
	Cash	and Equiva	lents			Cost \$8,308.05				on for the w, click or	0.644%	b 🕨
	Equity	Securities				Cost \$762,770.8	13	th	ne Expo	rt button.	99.356%	b 🔻
	Ma	rket Value	% c	f Category		Descripti	on		Cost	Security Identifi	ier Units	
	- (	58,206.96		4.544%	6 APPLE IN	ссом			\$5,805.35	AAPL		504
	Dat	e Acquired		Tax Lot No.	CUSIP	Units	Unit Tax Cost	Tax Co	ost Uni	realized Gain/(Loss)	Market Value	
		01/2005		1772	037833100	455	\$6.68	\$3,038.		\$49,509.74	\$52,547.95	
	04/	18/2013		2508	037833100	49	\$56.47	\$2,767.	.14	\$2,891.87	\$5,659.01	

#### Downloading Reports from File Download Menu

To download specific information, click on the	Select Output Format Excel	
File Download tab, and use the menu options to select the data to be downloaded.	My Template - Select Select View	•
Available Data Elements	Data To Export  - Select Select Select Select	
Available Accounts 229900042 - LARGE CAP 2299000088 - CORE FIXED 2299000104 - MID CAP	Add >>  Add >>  Content of the formula of the formu	

#### Printing

ailable Cash Transa		Taxlots	Cash Projection	Accounts As Of Date	File Download	My Reports	de Date 💿 S	Settlement Date	2299000042 - LARGE CAP	
INVEST	MENT SU	JMMA	RY					rt of the o the Print I		
LARGE Total Market V \$1,289,301		tfolio		Year to Date \$54,922.0	e Long Term Gai	n/Loss				
Total Cost \$771,078.88					e Short Term Gai	in/Loss				
Investment Au NONE	thority			Year to Date \$0.00	e Qualified 5 Yea	r Gain/Loss		Investment Obje Equity Only	ective	
Cash and E	quivalents			Cost \$8,308.05		Market Value \$8,308.05		•	0.644% ►	
Equity Secu	irities			<b>Cost</b> \$762,770.8	33	Market Value \$1,280,993.28		•	99.356% ►	

The **Print** button creates a printer-friendly PDF file, based on the current page being viewed.

#### **WebLink Features**

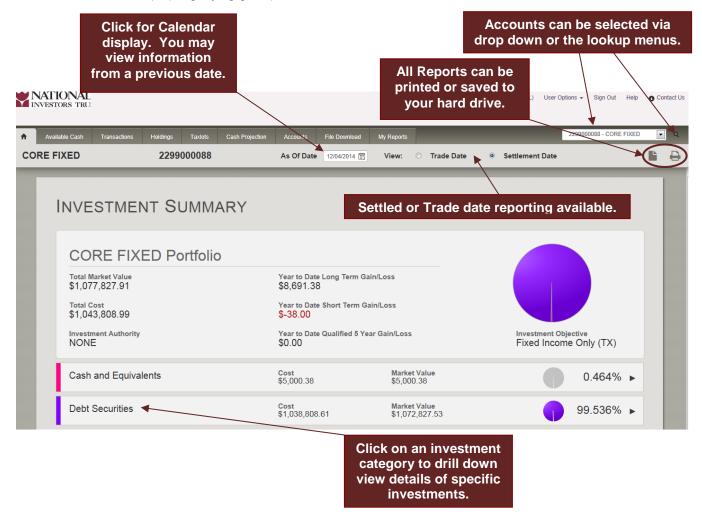
#### Available features include:

- Immediate access to your portfolio information from any location via the Internet.
- Portfolio information displayed on a "Settled" or "Traded" basis.
- Portfolio information displayed on "Current" or "As-of-Date" basis.
- Long- and short-term Gains/Losses.
- User selected options for customization of data displayed on reports.
- Ticker symbol hyperlinks direct to an online quote at Yahoo Finance.
- Portfolio information displayed graphically.
- Cash projection information.
- Reports that are viewable and printable.
- Drill down capabilities for viewing individual asset or transaction detail, including individual tax lot information for each asset.
- Download of information into a spreadsheet format, such as Excel.

## **Report Views**

Upon signing in to WebLink, you are presented with your user-defined home page (Investment Summary, Accounts, or Holdings). The default page view you choose as your homepage will have its tab in the Navigation Menu Bar replaced with the Home Icon.

If you have been set up for access to more than one account, a drop down menu provides a list of the accounts to which you have access. You may also lookup accounts by name or account number via the "Look Up" (magnifying glass) button.



Other views are available by simply clicking on the desired report tab within the Navigation Bar.

This report displays individual assets held in the account.

		ecurity Name 💿 Investment Catego	ory 🔘 Indus	try Sector 💿	Investment Category	y Then Sector	
Ticker	CUSIP	Description	Units	Tax Cost	Market Value	Unrealized Gain / Loss	+
AP	00751Y106	ADVANCE AUTO PARTS INC	677	\$42,752.12	\$103,750.25	\$60,998.13	
AME	031100100	AMETEK INC COM	2,492	\$13,163.10	\$128,936.08	\$115,772.98	
AJG	363576109	ARTHUR J GALLAGHER & CO COM	1,548	\$51,597.14	\$75,310.20	\$23,713.06	
BIG	089302103	BIG LOTS INC	924	\$35,716.57	\$44,305.80	\$8,589.23	
BR	11133T103	BROADRIDGE FINL SOL LLC COM	1,825	\$22,862.22	\$82,745.50	\$59,883.28	
BRO	115236101	BROWN & BROWN INC COM	2,797	\$89,970.52	\$91,461.90	\$1,491.38	
DNS	127387108	CADENCE DESIGN SYSTEMS, IN	3,461	\$44,677.01	\$64,270.77	\$19,593.76	
CHD	171340102	CHURCH AND DWIGHT CO INC C	1,271	\$54,153.42	\$97,002.72	\$42,849.30	
CBSH	200525103	COMMERCE BANCSHARES INC C	2,349	\$85,770.31	\$100,349.28	\$14,578.97	
CR	224399105	CRANE CO COM	1,119	\$76,926.79	\$65,528.64	<b>\$-11,398.15</b>	
	248019101	DELUXE CORPORATION COM	2.220	\$89,734.66	\$132,245.40	\$42,510.74	

Hyperlink to Yahoo Finance online quote Click to drill down for a single investment's tax lot information.

#### Taxlots

e Cash Transactions H	oldings Taxlots	Cash Projection	Accounts	File Download	My Reports			2299000104 - MID CAP
	2299000104		As Of Date	12/04/2014 🏢	View: O 1	Trade Date 🔍 🔍	Settlement Date	
AXLOTS		_	_	_	_			
Description	Tax Lot #	Units	Unit Cost	Tax Cost	Market V	Unrealize	Acquired Date	
NATIONAL PENN BA CUSIP #217991553 U	2,269	18,057.96	1	\$18,057.96	\$18,057.96	\$0.00	11/15/2011	
	2,669	499.89	1	\$499.89	\$499.89	\$0.00	12/04/2014	
COMBINED LOT TOTAL		18,557.85		\$18,557.85	\$18,557.85			
ADVANCE AUTO PA CUSIP #00751Y106 U	2,251	657	62.99	\$41,383.12	\$100,685.25	\$59,302.13	09/20/2011	
	2,271	20	68.45	\$1,369.00	\$3,065.00	\$1,696.00	11/15/2011	
COMBINED LOT TOTAL		677		\$42,752.12	\$103,750.25			
AMETEK INC COM CUSIP #031100100 U	1,237	1,607.75	5.34	\$8,584.65	\$83,184.99	\$74,600.34	11/26/2002	
	1,261	884.25	5.18	\$4,578.45	\$45,751.09	\$41,172.64	01/30/2003	
COMBINED LOT TOTAL		2,492		\$13,163.10	\$128,936.08			

e Cash Transactions	Holdings	Taxlots	Cash Projection	Accounts	File Download	My Reports				2299000104 - MID	CAP
	2299	000104		As Of Date	12/04/2014 🏢	View A	II O Trade D	ate 🔍	Settlement Date		
CCOUNT	тег										
CCOONT	LIGT										
					Cash B	alance	Market Va	lue		Tax Cost	t
CENTRAL ACCOUN GROUP ACCOUNT MASTER ACCOUN	(0)					alance 866.28 \$0.00 \$0.00	\$5,728,411 \$0			Tax Cost \$3,929,886.16 \$0.00 \$0.00	
GROUP ACCOUNT MASTER ACCOUN	(0)	- A(	ccount Number	Cash B	\$31,	866.28 \$0.00	\$5,728,411 \$0	.09 .00		\$3,929,886.16 \$0.00	
GROUP ACCOUNT MASTER ACCOUN	(0) T (0)		ccount Number 99000042		\$31,	866.28 \$0.00 \$0.00	\$5,728,411 \$0 \$0	.09 .00 .00		\$3,929,886.16 \$0.00	
GROUP ACCOUNT MASTER ACCOUN	(0) T (0)	229			\$31, Balance	866.28 \$0.00 \$0.00 Market Value	\$5,728,411 \$0 \$0 Tax Cost	.09 .00 .00		\$3,929,886.16 \$0.00	

This view is available if you have access to multiple accounts, to view a summary report for the listing of accounts.

#### **Investment Summary**

Investment Summary	Available Cash Transact	ions Taxlots	Cash Projection Ac	counts File Down	oad My Reports	2	299000104 - MID CAP
САР	2299000	104	As Of Date	12/04/2014 🏢 🚺	′iew: ◎ Trade Date	Settlement Date	
INVEST	MENT SUM	IMARY					
	AP Portfolio						
Total Market \$3,361,28			Year to Date L \$217,458.6	.ong Term Gain/Lo 5	SS		
Total Cost				Short Term Gain/Lo	ss		
\$2,114,99	8.29		\$-24,156.8	3			
Investment A	Authority		Year to Date 0 \$0.00	Qualified 5 Year Ga	in/Loss	Investment Obje Equity Only	ctive
			•				
Cash and	Equivalents		Cost \$18,557.85		Market Value \$18,557.85		0.552% ►
Equity Sec	curities		Cost \$2,096,440.4		Market Value \$3,342,724.00		99.448%

Market Value	% of Category		Description	n	Cost	Security Identifie	r Units
\$103,750.25	3.104%	ADVANCE	AUTO PARTS	INC	\$42,752.12	AAP	677
\$128,936.08	3.857%	AMETEK II			\$13,163.10	AME	2,492
Date Acquired	Tax Lot No.	CUSIP	Units	Unit Tax Cost	Tax Cost	Unrealized Gain/(Loss)	Market Value
1/26/2002	1237	031100100	1,607.75	\$5.34	\$8,584.65	\$74,600.34	\$83,184.99
01/30/2003	1261	031100100	884.25	\$5.18	\$4,578.45	\$41,172.64	\$45,751.09
\$44,305.80	1.325%	BIG LOTS	INC		\$35,716.57	BIG	924
\$82,745.50	2.475%	BROADRIE	GE FINL SOL	LLC COM	\$22,862.22	BR	1,82
	Within the page, click th more detaile asset clas	e arrow d inforn	s to drill nation fo	down to or single			

#### Available Cash

The report displays account liquidity, including cash and cash equivalents.

ent Summary	vailable Cash Tra	insactions	Taxlots	Cash Projection	Accounts	File Download	My Reports			2299000104 - MID CAP
	22990	000104		As Of Da	te 12/04/2014	🗊 View:	⊙ Trade	Date 🔍	Settlement Date	
VAILAE	BLE CAS	н								
		D	escription					Principal Cash		Income Cash
Income Overdrat	ft Inception Date:									
Income Ca	ash									\$302,333.37
Principal Overdra	aft Inception Date:									
								\$-302.	333.37	
Principal C	Jash									
Principal C Cash Manageme										
Cash Manageme		H MANAGE	MENT #1						557.85	\$0.00

ment Summary Av	ailable Cash <b>Transactions</b> Ta	exlots Cash Projection	n Accounts	File Download My F	Reports		2299000104 - MID	CAP
•	2299000104							
[RANSA	CTIONS							
Posted Transa	actions		Incom	ne Cash	Principal Cas	h	Net Cash	
Beginning Balance Ending Balance	2			),771.33 2,333.37	\$-300,771.3 \$-302,333.3		\$0.00 \$0.00	▼
Date Range M								
Posting Date	Transaction Description	Ticker	CUSIP	Net Cash	Principal C	Income Cash	Tax Cost	+
12/01/2014	DIVIDEND ON 1,271 SHS	CHD	171340102	\$394.01	\$0.00	\$394.01	\$0.00	-
12/01/2014	DIVIDEND ON 2,220 SHS	DLX	248019101	\$666.00	\$0.00	\$666.00	\$0.00	
12/01/2014	PURCHASED 1,060.01 U	NPB1	217991553	\$-1,060.01	\$-1,060.01	\$0.00	\$1,060.01	
12/01/2014	INTEREST ON NATIONA	NPB1	217991553	\$2.14	\$0.00	\$2.14	\$0.00	
12/01/2014	PURCHASED 2.14 UNITS	NPB1	217991553	\$-2.14	\$-2.14	\$0.00	\$2.14	
12/01/2014	TAX LOT ADJUSTMENT	NPB1	217991553	\$0.00	\$0.00	\$0.00	\$-1,060.01	
12/01/2014	TAX LOT ADJUSTMENT	NPB1	217991553	\$0.00	\$0.00	\$0.00	\$-2.14	
12/01/2014	TAX I OT ADJUSTMENT	NPB1	217991553	\$0.00	\$0.00	\$0.00	<b>\$1 062 15</b>	1

Click on an individual transaction to drill down and see the Transaction Details

vestment Summary	Posted Transa Account Number: 2299000104 Transaction Type: DIV	ction Details			× 104 - MID CA
	Posting Date	12/01/2014	Transaction Number		
TRANSA	Transaction Description	DIVIDEND ON 1,271 SHS CHURCH AND DWIGHT CO INC COM AT 0.31 PER SHARE PAYABLE 12/01/2014 EX DATE 11/06/2014	Cusip	171340102	
	Trade Effective Date	12/01/2014	Principal Investment Change	\$0.00	
Posted Trans	Settlement Date	12/01/2014	Income Investment Change	\$0.00	
Posteu Itali:	Principal Cash	\$0.00	Income Cash	\$394.01	t Cash
Beginning Balan	Principal Share Change	0	Income Share Change	0	\$0.00
Ending Balance	Vault Number		Check Number		\$0.00
	Tax Code	1	Tax Code Description	DIVIDENDS - QUALIFIED	
Date Range	Income Code		Income Code Description		
Posting Date	Disbursement Code		Disbursement Code Description		st
12/01/2014	Broker Code		Broker Code Description		\$0.00
12/01/2014	Registration Code		Registration Code Description		\$0.00
12/01/2014	Funds Code	0	Funds Code Description	FED FUNDS	\$0.00
12/01/2014	Market Value	\$0.00	Book Value	\$0.00	060.01
12/01/2014	Gain Loss Amount	\$0.00			\$0.00
10/01/0011	Bank Fees		Agent Fees		00.44
12/01/2014	Fed Tax Cost	\$0.00	Trade Services Fees		\$2.14
12/01/2014	Fees And Postage		Other Fees		060.01
12/01/2014	Accrued Interest	0	Broker Commission	0	<b>\$-2 14</b>

osted Trans	actions			Incor	ne Cash	Principal Cas	h	Net Cash	
Beginning Balanc Ending Balance	leginning Balance inding Balance				),771.33 2,333.37	\$-300,771.33 \$-302,333.37		\$0.00 \$0.00	
Sate Range	onth To Date								
0	onth To Date alendar Quarter To Date								I.
Posting Date Ye	alandar Quartar Ta Data	ption	Ticker	CUSIP	Net Cash	Principal C	Income Cash	Tax Cost	
Posting Date Ve	alendar Quarter To Date ear To Date	ption SHS	Ticker CHD	CUSIP 171340102	Net Cash \$394.01	Principal C \$0.00	Income Cash \$394.01	<b>Tax Cost</b> \$0.00	
Posting Date	alendar Quarter To Date ear To Date ne Year	SHS							
Posting Date Ye 12/01/2014	alendar Quarter To Date ear To Date ne Year ate Range	SHS	CHD	171340102	\$394.01	\$0.00	\$394.01	\$0.00	
Posting Date 12/01/2014 12/01/2014 Ca Or Date Date Or Da	alendar Quarter To Date par To Date te Year te Range DIVIDEND ON 2,2	5HS 220 SHS 60.01 U	CHD	171340102 248019101	\$394.01 \$666.00	\$0.00 \$0.00	\$394.01 \$666.00	\$0.00 \$0.00	

#### Pending Transaction Activity

Information is displayed for trades that have been executed and are awaiting settlement. You do not have the ability to specify date ranges for viewing. All of the qualified pending transactions are presented in this section.

#### **Cash Projection**

The Cash Projection summary is a statement of the current cash balance for the account, as well as a listing of the current holdings in Cash Equivalent securities. Transactions are grouped by transaction type and list the effect of the transaction by showing the aggregate net cash amount for income and principal cash, as well as a Total Cash column representing the net of the two columns.

vestment Summary	Available Cash Transactions Taxlots	Cash Projection Acco	ounts File Download	My Reports	2299000104 - MID	CAP
AP	2299000104	Days T	o Project 7	C View:	◉ Summary	
CASH	PROJECTION				ect the time period run the report for	
		Income Ca	ash Pri	ncipal Cash	Total Cash	
CURRENT CA	SH AND LIQUID ASSETS	\$302,333	.37	\$-283,775.52	\$18,557.85	►
DIVIDENDS/R	ET. OF CAP.	\$2,103	.39	\$0.00	\$2,103.39	
Date	Transaction Description	Income Cash	Principal Cash	Total Cash		
12/05/2014	DIVIDEND ON 1,346 SHS HARRIS C	\$632.62	\$0.00	\$632.62		
12/09/2014	DIVIDEND ON 1,119 SHS CRANE C	\$369.27	\$0.00	\$369.27		
12/09/2014	DIVIDEND ON 1,069 SHS HANESBR	\$320.70	\$0.00	\$320.70	Click on a projection	
12/10/2014	DIVIDEND ON 3,904 SHS OLIN COR	\$780.80	\$0.00	\$780.80	category to drill dow and see the details	
12/10/2014	Projected DIVIDENDS/RET. OF CAP	\$2,103.39	\$0.00	\$2,103.39		
OTHER DISBU	IRSEMENTS	\$0	.00	<b>\$-1</b> ,658.56	\$-1,658.56	►

# **Report Options**

HOLDINGS

You can customize reports to your specific taste. Selections are saved until you modify them.

OLDINGS       Place mouse over column and click 'X' to remove a column         Place mouse over column and click 'X' to remove a column       Investment Category Then Sector								
Ticker	CUSIP 😪	Des	scription	Units	Tax Cost	Market Value	Unrealized Gain / Loss	+
AAP	00751Y106	ADVANCE AUT	O PARTS INC	677	\$42,752.12	\$103,750.25	\$60,998.13	
AME	031100100	AMETEK INC CO	MC	2,492	\$13,163.10	\$128,936.08	\$115,772.98	
AJG	363576109	ARTHUR J GALI	LAGHER & CO COM	1,548	\$51,597.14	\$75,810.20	<mark>\$</mark> 23,713.06	
BIG	089302103	BIG LOTS INC		924	Place	e mouse ov	ver line \$8,589.23	
BR	11133T103	BROADRIDGE F	FINL SOL LLC COM	1,825	betv	veen colum	nns to 59,883.28	
BRO	115236101	BROWN & BRO	WN INC COM	2,797	adj	ust column	<b>size</b> \$1,491.38	
CDNS	127387108	CADENCE DES	IGN SYSTEMS, IN	3,461	\$44,677.01	\$64,270.77	\$19,593.76	
CHD	171340102	CHURCH AND E	WIGHT CO INC C	1,271	\$54,153.42	\$97,002.72	\$42,849.30	
CBSH	200525103	COMMERCE BA	NCSHARES INC C	2,349	\$85,770.31	\$100,349.28	\$14,578.97	
CR	224399105	CRANE CO COM	N	1,119	\$76,926.79	\$65,528.64	<b>\$-11</b> ,398.15	

#### Select different sort options using the Sort By radio buttons

Ticker	CUSIP	Description	Units	Tax Cost	Market Value	Unrealized Gain / Loss	
		Cash and Equivalents					
PB1	217991553	NATIONAL PENN BANK CASH	18,557.85	\$18,557.85	\$18,557.85	\$0.00	
		TOTAL FOR Cash and Equivalents		\$18,557.85	\$18,557.85		
		Equity Securities					
AP	00751Y106	ADVANCE AUTO PARTS INC	677	\$42,752.12	\$103,750.25	\$60,998.13	
ME	031100100	AMETEK INC COM	2,492	\$13,163.10	\$128,936.08	\$115,772.98	
IG	089302103	BIG LOTS INC	924	\$35,716.57	\$44,305.80	\$8,589.23	
R	11133T103	BROADRIDGE FINL SOL LLC COM	1,825	\$22,862.22	\$82,745.50	\$59,883.28	
RO	115236101	BROWN & BROWN INC COM	2,797	\$89,970.52	\$91,461.90	\$1,491.38	
DNS	127387108	CADENCE DESIGN SYSTEMS, IN	3.461	\$44.677.01	\$64,270,77	\$19,593,76	

	:	2299000104 As	Of Date 12/04/2014	View: 🔘 Ti	rade Date	× Add Column
IOLDI	INGS					Percent Category Accrued Income Book Value Account Number
escription S	Sort By: 🔘 S	ecurity Name	egory ⊚ Indus	stry Sector	Investmen	Account Number Earning per Share Estimated Annual Income Industry
Ticker	CUSIP	Description	Units	Tax Cost	Market	Maturity Date Moody Rating
		Cash and Equivalents				Original Face PE Ratio Percent of Total
NPB1	217991553	NATIONAL PENN BANK CASH	18,557.85	\$18,557.85	\$18	Pledged Units
		TOTAL FOR Cash and Equivalents		\$18,557.85	\$1	Price Price Date S & P Rating
		Equity Securities				Unit Tax Cost Yield
AAP	00751Y106	ADVANCE AUTO PARTS INC	677	\$42,752.12		Add columns by
AME	031100100	AMETEK INC COM	2,492	\$13,163.10		king the '+' button in
BIG	089302103	BIG LOTS INC	924	\$35,716.57	t	he top right of the
BR	11133T103	BROADRIDGE FINL SOL LLC COM	1,825	\$22,862.22		report

### My Reports

The My Reports tab displays a list of your available, online statements, providing you the capability to view and print your statement(s). To get set up for online statements, please contact your Account Officer.

After this feature has been activated, you will receive an email after the end of the reporting period advising you that your statement is ready to be viewed.

From the time this service is activated, going forward, you will have access to a year's worth of statements online. You also have the option to save your statement to your computer if you choose.

ent Summary	Available Cash	Transactions	Taxiots	Cash Projection	Accounts	File Download	My Reports		2299000042 - LARGE C/
AP	2	229900004	2						
IY RE	PORTS	5							
IY RE	PORTS	6							
		6							
tatements	(3)		Descrin	ation	Start Date	End	Date		
	(3)	sted Pa	Descrip	otion	Start Date	End	Date		
tatements	(3) n Intere		Descrip Quarterly SIM		Start Date 01/01/2014		<b>Date</b> 1/2014		
itatements Account Nun	(3) n Intere	sted Pa		GLE PO		03/3			

# **User Options**

The User Options menu allows you to change your login password, email address, challenge questions, homepage, account grouping settings, and registered computers. In each option, enter and confirm your information as required, then save your changes.

#### **Change Password**

User Options								Christian Do christian.do
Change Password	Email Options	Challenge Questions	Start P	age Options	Account Group Maintena	ance	Unregister Deskto	op
Change Pas	sword							
		Old Pa	issword					
		New Pa	ssword					
		Confirm Pa	issword					
				Submit				

To change your password, go to User Options and click Change Password. Type in your old password, enter your new password, and then verify your new password by typing it again in the Confirm Password box. As a reminder, your password must be 8 or more characters in length and contain at least one of each of the following character types:

- 1. Alpha (the choice of upper and lower case is optional)
- 2. Numeric
- 3. Special (for example, # \$ & etc.)

#### Change Email Address

Change Password	Email Options	Challenge Questions	Start Page Options	Account Group Maintenance	Unregister Desktop
Change Em	ail Address				
		Email A Confirm Email A			
			Submit		

To change your email address, go to User Options and click the Email Options. Enter your new email, and then verify your new email by typing it again in the Confirm Email Address box.