



Merrill Lynch Benefits Online

Cashless Sell Exercise Tutorial

What is a stock option?

When you receive stock options from your employer, you are given the right to buy a fixed number of shares of your company's stock at a pre-determined price over a specific time frame that your employer chooses. The pre-determined purchase price set by your company is called the **grant** or **strike price** and the date the company sets as the day the options become available for you to purchase or sell (exercise) is known as the **vesting date**.

Employees profit from options if they are able to sell the stock at a price that is higher than the grant or strike price. Since options cannot be exercised until the vesting date, the hope is that the market price of the company's shares will rise between the date the options are granted and the date the grant vests. Hopefully, when the grant vests and you are able to exercise your options, the current market price will be higher than the grant price and you will yield a profit.

What is a cashless sell exercise?

When you choose the cashless sell exercise method, there is no “out of pocket expense” and the transaction results in cash to you.

- Shares of the underlying stock are purchased at the grant price and then all shares are sold at the market price.
- After deducting the cost of buying the shares and paying the taxes, exercise fees, and commissions, the resulting profit is available to you.

****In order to exercise options you must have a linked brokerage account open.**

** To submit your cashless sell exercise, use the following step by step guide to walk through the exercise process.*

Home Grant Information Individual/Plan Information **Model/Transact** Brokerage Research

Tuesday, February 19, 2008

Quick Links

Comcast Corporation

- Change Password
- Change Hint Question
- Brokerage
- Participant Profile
- Grant Summary
- Confirmations
- Statements
- FAQs

Market Snapshot

CMCSK

DJIA 5-Minute 4:05 PM

© BigCharts.com

DJIA	12,337.22	▼ 10.99
NASDAQ	2,306.20	▼ 15.60
S&P 500	1,348.78	▼ 1.21

Roll over symbols above to see chart

Account Balances

As of close of business 02/15/2008

Company Name \$.00

Total Market Value \$.00

* Values for equity awards represent potential income based on closing price from the previous business day. Total market value may include potential income of unvested awards.

Brokerage Accounts

IIA - Company Name \$.00

Alerts

There are no Alerts at this time

Message Center

Merrill Lynch is pleased to provide you with an interactive PDF brochure entitled "2007 Federal Income Tax Guide for Equity Awards and Related Transactions". This brochure is designed to assist US participants and their tax preparers with the completion of their 2007 federal tax return for equity award transactions completed in 2007. This brochure is available for download and printing through the 'Communications Center' within this Benefits OnLine website.

From the home page, choose the Model/Transact OR Model/Exercise tab

NOTE: If Tab indicates Model Only, you may first need to set-up your brokerage account, to do so click on the account opening link in the Alerts Section.

Choose the Model/Exercise tab

Select the appropriate ticker symbol

Home Grant Information Individual/Plan Information **Model/Transact** Brokerage Research

Tuesday, February 19, 2008

Model/Exercise Model Only Sell Stock

Model/Exercise

for Your Name

Select a Symbol To Model/Exercise:

Select ▼

Select

Symbol

Step 1: Select cashless sell

Select

- Select
- Cashless Sell
- Cashless Hold
- Cash Exercise (Model Only)
- Stock Swap (Model Only)

Step 2: Select all vested grants

Select

All (Grants

All Vested (Grants

Step 3: Choose the grant(s) you would like to exercise by selecting the box.

Home Grant Information Individual/Plan Information **Model/Transact** Brokerage Research

Tuesday, February 19, 2008 Model/Exercise Model Only Sell Stock

Model/Exercise

Select a Symbol To Model/Exercise: []

Select a Transaction Type to Model: Cashless Sell

All Veste Grants

Select Vested CMCSA - Grant(s) and Quantity to Model:

Select Grants to Model	Grant Date	Grant Price	Grant Type	Expiration / Last Date to Exercise	Options Granted	Options Exercised***	Unvested / Unexercisable Quantity	Vested Quantity	Potential Income (Vested)	Options To Model
<input checked="" type="checkbox"/>	06/16/2000	\$32.5933	NQ/NQ	06/16/2010	78	0	0	78	\$0	78

*** Includes options cancelled and expired.

Enter Modeling Criteria

Last Price: \$20.47 Price information is as of 4:00:00 PM Refresh

Enter Estimated Market Price To Model \$ 40 View your complete Tax Profile

Federal Tax Rate (%) (Enter rate up to 100%) 25

Start Over Calculate Results

Step 4: You may change the number of options to exercise if you do not want to exercise the entire grant.

Step 5: Enter price used to calculate estimate
Note: last available price is the default

Step 6: Enter federal tax rate
Note: The option to change the federal tax rate may not be available for all plans. Minimum rate is the default. Nonqualified (NQ) grants will always have taxes withheld.

Click calculate results

Home Grant Information Individual/Plan Information **Model/Transact** Brokerage Research

Tuesday, February 19, 2008 Model/Exercise Model Only Sell Stock

Select a Transaction Type to Model: Cashless Sell

Select Grants to Display: All Vested Grants

Select Vested CMCSA - Grant(s) and Quantity to Model:

Select Grants to Model Select All	Grant Date	Grant Price	Grant Type	Expiration / Last Date to Exercise	Options Granted	Options Exercised***	Unvested / Unexercisable Quantity	Vested Quantity	Potential Income (Vested)	Options To Model
<input checked="" type="checkbox"/>	06/16/2000	\$32.5933	NQ/NQ	06/16/2010	78	0	0	78	\$0	78

*** Includes options cancelled and expired.

Enter Modeling Criteria

Last Price: \$20.47 Price information is as of 4:00:00 PM Refresh

Enter Estimated Market Price To Model \$ 40 View your complete Tax Profile

Federal Tax Rate (%) (Enter rate up to 100%) 25

Start Over Calculate Results

Modeling Results

Grant Date	Grant Price	Grant Type	Options Modeled	Stock Sale Proceeds	- Option Cost	- Taxes	= Net Proceeds	Select Grant
06/16/2000	\$32.5933	NQ/NQ	78	\$3,120.00	\$2,542.28	\$217.52	\$360.20	<input checked="" type="checkbox"/>
Totals			78	\$3,120.00	\$2,542.28	\$217.52	\$360.20	

NOTE: These figures are estimates only for grant exercise modeling purposes. Where more than one grant is selected for exercise, stock sales for each grant exercise will be combined and entered as a single order for related stock sales. Refer to the recordkeeping confirmation for information about each grant exercise.

Option Quantity To Exercise 78
 Total Fees \$5.39
 Total Commissions \$29.95

Continue To Exercise

Click here to view the [Stock Option Exercise Terms & Conditions.](#)

Step 7: When modeling results appear, Select the grant(s) to exercise

Click continue to exercise

Step 8: Choose your order type:

Market Order: Next available price (if after 4pm EST first available next business day)

Limit Order: You set the price, options only exercise if stock is trading at or above that price on the company's primary exchange

Step 9: Choose your time limit:

Day: Order effective until 4pm EST (Note: always select Day if entering a market order)

GTC: Order effective for 30 calendar days

Step 10: Select your distribution method:

Check: Receive check in 7-10 business days from date of exercise

Wire (if applicable): Receive funds within 7-10 business days, must contact call center to place instructions on file

Brokerage Account: Funds remain in brokerage account (note LIA accounts are not interest bearing)

Home	Grant Information	Individual/Plan Information	Model/Transact	Brokerage	Research														
Wednesday, February 20, 2008																			
Model/Exercise		Model Only		Sell Stock															
Model/Exercise																			
for:																			
<table border="1"><tr><td>Brokerage Account:</td><td></td></tr><tr><td>Exercise Method:</td><td>Cashless Sell</td></tr><tr><td>Company/Symbol:</td><td></td></tr><tr><td>Options to Exercise:</td><td>78</td></tr><tr><td>Order Quantity:</td><td>78</td></tr><tr><td>Exchange:</td><td>Over The Counter</td></tr><tr><td>Last Price:</td><td>\$20.27</td></tr></table>						Brokerage Account:		Exercise Method:	Cashless Sell	Company/Symbol:		Options to Exercise:	78	Order Quantity:	78	Exchange:	Over The Counter	Last Price:	\$20.27
Brokerage Account:																			
Exercise Method:	Cashless Sell																		
Company/Symbol:																			
Options to Exercise:	78																		
Order Quantity:	78																		
Exchange:	Over The Counter																		
Last Price:	\$20.27																		
Enter Your Exercise Order Information																			
Order Type:																			
<input type="radio"/> Market <input type="radio"/> Limit Limit Price <input type="text"/> (Estimated Model Price : \$40.00)																			
Time Limit:																			
<input type="radio"/> Day <input type="radio"/> GTC (Good till Cancelled)																			
Select Your Net Proceeds Distribution Method																			
This section allows you to select how you would like to receive the net cash proceeds from your stock option exercise and the currency that you would like to receive the proceeds in.																			
<input type="radio"/> Check																			
<input type="radio"/> Proceeds to remain in brokerage account																			
In some circumstances orders entered near the market close may not reach the market in time for execution.																			
<input checked="" type="radio"/> Go Back			<input checked="" type="radio"/> Continue to Exercise																

Click continue to exercise

Home Grant Information Individual/Plan Information Model/Transact Brokerage Research

Wednesday, February 20, 2008 Model/Exercise Model Only Sell Stock

Please review the exercise summary below.
If you do not send this order within 90 seconds, the order will time out.

Exercise Information

Grant Date	Grant Price	Grant Type	Options To Exercise	Stock Sale Proceeds	- Option Cost	- Taxes	- Fees*	- Commissions	= Net Proceeds
06/16/2000	\$32.5933	NQ/NQ	78	\$3,120.00	\$2,542.28	\$217.52	\$5.39	\$29.95	\$324.86
Totals			78	\$3,120.00	\$2,542.28	\$217.52	\$5.39	\$29.95	\$324.86

NOTE: These figures are estimates only for grant exercise modeling purposes. Where more than one grant stock is selected for exercise, sales for each grant exercise will be combined and entered as a single order for related stock sales. Refer to the recordkeeping confirmation for information about each grant exercise.

*Fees displayed for each grant exercise are rounded up to the nearest cent.

Account:	
Exercise Method:	Cashless Sell
Company/Symbol:	
Options to Exercise:	78
Order Quantity:	78
Price/Order Type:	\$40 Limit
Time Limit:	GTC (Good Till Cancelled)
Federal Tax Rate:	25 %
Exchange:	Over The Counter
Entered By:	Client Entered
Net Proceeds Distribution:	Check Requested.

If this information is correct, please enter your Password and click "Submit" to complete this transaction.

Password:

◀ Go back to the Exercise Modeling screen ▶ **Submit**

You will receive an order number verifying that Merrill Lynch has received your order.

Review your exercise information

When you are ready to submit, enter the password used to access the Benefits Online site

Click submit to enter your order

Once you click submit your order will be final!

You will receive a confirmation number for the transaction