

Equity Trade Ticket

Use this guide to assist you in completing a B2B Bank Securities Services Inc (B2BBSSI) Equity Trade Ticket. This trade ticket is for use by IIROC licensed advisors to trade equities on a secondary market such as a listed exchange or OTC (Over the Counter).

Trade Types Permitted:

- Buys of equities
- Sells of equities

Equity Trade Ticket Restrictions:

- One ticket per trade.
- Cannot be used to trade equities on MFDA Accounts.
- Cannot be used for trades that are executed at other Dealers and whose settlement is either a DAP (Delivery Against Payment) or RAP (Receipt Against Payment). For settlement purposes, a copy of the Dealer's contract is required.

Please complete the following steps:

1. Complete the B2BBSSI Equity Trade Ticket Form

Fax to B2B Bank Securities Services Inc.:
Attn: Trading Desk
Fax: 416.413.0733

2. Mail or courier to:
B2B Bank Securities Services Inc.
Attn: Trading Desk
199 Bay Street, Suite 610,
PO Box 35 STN Commerce Court,
Toronto ON M5L 0A3

The following process must be followed when filling out an Equity Trade Ticket. Equity Trade Tickets that are missing the required information may result in processing delays.

Section	Required Fields	Tips
1. Call Backs	Optional: Select "Yes" if you would like a call back on complete fills, or orders that have expired.	1. Call backs are done on a best efforts basis. If you would like to check the status of your order please call the Trading Desk.
2. The Trade	Required Fields (A) - (E) , (G) , (I) , (J) and (L) Optional fields: (F) , (H) and (K) .	1. Contact the Trading Desk for symbol or exchange information as well as real time quotes and commission rates. 2. All trades are "Any Part" orders unless indicated as an "All or None". 3. All or None Special Term Order--Trader must buy/sell all the shares indicated or none. There are no "partial fills" under these types of orders. 4. Good Till Cancelled or Day If no option is given the default will be "Day". 5. CFO (Change Former Order) resubmit ticket with new price or terms.
3. Account Information	All	
4. Authorization	All .	1. Only licensed Investment Dealers can authorize and complete the Equity Trade Ticket. 2. Client signature is optional for accounts with an introducing Dealer, but required for Direct Trading accounts.

For more information, please call the Trading Desk at **1.866.542.3403** or visit **b2bbank.com/dealerservices**.