

# STEP1 : Provide Investment Instructions(1)

## Rollover/Asset Conversion Instructions

1 Step1: Provide investment instructions ▶ Step2: Confirm instructions ▶ Step3: Process complete

"Rollover/Asset Conversion Instructions" means to provide instructions on investment products to be purchased with rollover assets or conversion assets as well as their purchase ratios.

- Rollover assets: Assets transferred from another DC plan, etc.
- Conversion assets: Assets transferred from a corporate pension plan (Employees' Pension Funds or defined benefit pension plan, etc.) or a retirement allowance plan implemented by your employer to a DC plan

### 2 Rollover Assets

Amount of Rollover Assets	
Instruction Deadline	
Scheduled Rollover Date (Effective Date of Instructions)	

- \*When the scheduled rollover date and the amount of rollover assets are confirmed, each item will be displayed.
- \*The scheduled rollover date and the amount of rollover assets will be confirmed just before the rollover date (normally, 4 business days before the rollover date).
- \*You are able to provide investment instructions even before the scheduled rollover date is confirmed.
- \*In case of receiving rollover assets from multiple plans, information will be displayed for rollover assets with the earliest rollover date. (In case the scheduled rollover dates fall on the same date, the total amount will be displayed.)

### Conversion Assets

Amount of Conversion Assets		1,250,000 yen
Breakdown of Conversion Assets	Retirement Allowance Plan	1,250,000 yen
Instruction Deadline		2019/07/25
Scheduled Conversion Date (Effective Date of Instructions)		2019/07/26

(1) ▶ View "Schedule of Installment Payments" from retirement allowance plan.

- \*When conversion schedule is registered, each item will be displayed.
- \*You are able to provide investment instructions even before the scheduled conversion date is confirmed.
- \*In case of receiving conversion assets from multiple plans, information will be displayed for conversion assets with the earliest conversion date. (In case the scheduled conversion dates fall on the same date, the total amount will be displayed.)

### 1 Progress toward completion of the transaction

This section indicates what step you are currently at within the process of providing conversion assets instructions.

### 2 Information of Rollover/Asset Conversion

This section displays the scheduled amount of rollover/conversion assets, the instruction deadline, the scheduled rollover/conversion date (the effective date of instructions.),etc. Investment instructions provided after the deadline will be applied next time and will stay in place until new investment instructions are provided.

#### (1) Link to "View schedule of installment payments from retirement allowance plan"

Click this to access the "Schedule of installment payments from retirement allowance plan" listed in the "Account Information" menu.

# STEP1 : Provide Investment Instructions(2)

## 3 Display of allocations

### (1) Current Allocation

This column displays investment allocations currently specified.

### (2) New Allocation

When specifying new investment allocations, the sum of the values that you enter in the "Share" column must total 100%.

Select the button in the "Fraction" column corresponding to the investment product to which you would prefer any remaining amount be added. Click the name of an investment product to view details pertaining to that product.

### Fractional amounts:

A fractional amount refers to any amount of less than one yen resulting when different investment products are allocated. For example, if contributions of 10,005 yen are to be divided equally between two products, 50% to purchase product A and 50% to purchase product B, the total going to each of the products would be calculated as 5,002.5 yen. However, specifying product A in the "Fraction" column to receive the fractional amount, yields a final conversion at 5,003 yen for product A, and 5,002 yen for product B.

### (3) "Confirm" button

Click "Confirm" if the updated details specified are correct.

**Provide Investment Instructions**

Please provide investment instructions for your rollover assets or conversion assets (both for the first time and for change of instructions). Please read the latest product information for the products in which you wish to invest.

In the "Share" column, enter the percentage by 1% increments with the total amount representing 100%.

In the "Fraction" column, please select one investment product you wish to purchase using fractional amounts in case the amount allocated to each investment product contains a fraction of less than one yen.

After filling in the "Share" and "Fraction" columns, click the "Confirm" button.

Your investment instructions will be applied to all of your rollover assets or conversion assets unless modified by you.

Product Name	(1) Current Allocation		(2) New Allocation	
	Amount (Yen)	Fraction	Amount (Yen)	Fraction
DC Guaranteed Principal plus Accident Insurance	0	0	<input type="text" value="0"/>	<input checked="" type="radio"/>
Happy Aetna 20	0	0	<input type="text" value="0"/>	<input type="radio"/>
Happy Aetna 30	0	0	<input type="text" value="0"/>	<input type="radio"/>
Happy Aetna 40	0	0	<input type="text" value="0"/>	<input type="radio"/>
Happy Aetna 50	0	0	<input type="text" value="0"/>	<input type="radio"/>
Happy Aetna 60	0	0	<input type="text" value="0"/>	<input type="radio"/>
Total	0	0	<input type="text" value="0"/>	

\*In case the amounts are displayed for both rollover assets and conversion assets, the total amount above is the sum of both assets.

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# STEP2 : Confirm Instructions(1)

## Rollover/Asset Conversion Instructions

Step1: Provide investment instructions ▶ **Step2: Confirm instructions** ▶ Step3: Process complete

Your rollover assets will be allocated as shown below. Click the "Submit" button to confirm the following allocation.

Product Name	Current Allocation			New Allocation		
	Share (0)	Amount (Yen)		Share (0)	Amount (Yen)	Fraction
DC Guaranteed Principal plus Accident Insurance	100	0	*	0	0	
Seven Bank DC Deposit 3 year fixed	0	0		100	0	*
<b>Total</b>	<b>100</b>	<b>0</b>		<b>100</b>	<b>0</b>	

5 [← Return to previous screen](#)

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4 **New Allocation**  
Verify the details you have specified.

5 **"Return to previous screen" link**  
If any details need to be changed, click "Return to previous screen" and re-enter all required information.

6 **"Submit" button**  
Click "Submit" after verifying the information you have provided.

# STEP2 : Confirm Instructions(2)

## Rollover/Asset Conversion Instructions

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**7** **Important Confirmation**

- Before purchasing or selling investment products, please read the investment management process and important matters (major risks, etc.) in the Investment Product Guide.
- "Investment Instructions" refers to providing instructions on investment products you will purchase in the future while "Switching Instructions" refers to providing instructions on investment products you currently hold. Please check the necessary procedures.
- Please decide on "Investment Instructions" or "Switching Instructions" after full consideration of asset allocation best suited for you.
- If you have not provided investment instructions for your contributions, please provide investment instructions from "Contribution Instructions".
- If you have uninstructed individual assets, please take procedures from "Switching Instructions".
- Click the "OK" button after you confirm the above. Click "Back" if you have not confirmed yet. When you click the "Back" button, it will take you back to the previous screen. Please note that the procedures have not been completed.

## 7 Important Confirmation

Click "Submit" to move to the confirmation screen.

When providing new investment instructions, you are asked to confirm that you have read and understand the relevant investment product information.

Click "OK" to indicate your consent that you have read and understand the investment product information.

※ Please be aware that if you click "Back", you will return to the "STEP 2: Confirm instructions" screen, and investment instruction procedures will remain incomplete.

# STEP3 : Process Complete

**Rollover/Asset Conversion Instructions**

Step 1: Provide investment instructions ▶ Step 2: Confirm instructions ▶ **Step 3: Process complete**

Your assets will be allocated as shown below. Your investment instructions will be applied to the next asset rollover or conversion.

Product Name	Current Allocation			New Allocation		
	Share (%)	Amount (¥en)	Fraction	Share (%)	Amount (¥en)	Fraction
DC Guaranteed Principal plus Accident Insurance	100	0	*	0	0	
Seven Bank DC Deposit 3 year fixed	0	0		100	0	*
<b>Total</b>	<b>100</b>	<b>0</b>		<b>100</b>	<b>0</b>	

The investment instructions above are not applied to your contributions.  
If you have not provided investment instructions for your contributions, please provide investment instructions.

**(1)**  Provide Contribution Instructions  Provide Switching Instructions for Uninstructed Assets

**(2)**  Provide Contribution Instructions  Provide Switching Instructions for Uninstructed Assets

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## Process complete

### (1) Current/New investment allocations

Once you have completed the three steps involved in specifying contribution instructions, current and new investment allocations will be shown.

Reverting back to earlier investment instructions requires that you once again enter previous values.

### (2) "Provide instructions to allocate your contributions" and "Provide instructions to allocate your conversion assets" buttons

Each button will be displayed only for those who are able to provide instructions for applicable assets.