

How to request a trade on Shareholder Account Manager (SAM)

Your account may be established to allow trades on our website 24 hours a day, 7 days a week. All trades requested are processed at the next close of the New York Stock Exchange (NYSE) after your trade is placed. Generally, if you place a trade prior to 4:00 pm ET on a business day, your trade will be priced at the next calculated Net Asset Value (NAV). Trades received after market close will be priced the following business day. (Note that on certain days, such as the day after Thanksgiving, the market closes earlier than 4:00 pm ET. The deadline for a trade is the time the market closes that business day).

To place a trade on your account once you have logged into SAM go to **'Trade'**.

The screenshot shows the PRIMERICA SAM interface. The top navigation bar includes 'Account Summary', 'Account Profile', 'Trade' (selected), 'Fund Information', and 'Help'. Below this, there are sub-links: 'Account List', 'Overview', 'Position Detail', 'Statements', 'History', 'Activity Summary', and 'Allocations'. The main content area is titled 'Account Overview' and contains two sub-sections: 'Account Overview by Asset' and 'Customer Service'.

The **'Trade'** screen will default to the option to **'Buy'** if wish to add additional shares. You may select the trade you wish to place from the options available on your account. Example, the account below doesn't have a bank account on file and so cannot place a **'Buy'**:

The screenshot shows the PRIMERICA SAM 'Trade' screen. The top navigation bar includes 'Account Summary', 'Account Profile', 'Trade' (selected), 'Agent Tools', 'Fund Information', and 'Help'. Below this, there are sub-links: 'Buy' (highlighted in yellow), 'Sell', 'Exchange', 'Automatic Buys', and 'Automatic Sells'. The main content area is titled 'Online Purchase' and contains a warning message: 'Purchases are currently unavailable on this account due to no linked direct debit bank account. A direct debit bank account is necessary to provide funds for purchase.' There is also a 'Customer Service' section with contact information and a 'Select Current Fund or Open New Fund for Initial Purchase' button.

The Options that may be available are 'Buy', 'Sell' and 'Exchange'. Follow the link for the type of trade you wish to place.

Buy	Request to transfer funds from your bank account on file with PSS to your PSS account and buy additional shares.
Sell	Request to sell shares of an Investment in your PSS account and send the proceeds to a pay access established on your account. The address of record is the default option for redemption proceeds. If you have previously provided instructions to have a bank account on file or establish a third party payee, you may choose to send the redemption proceeds to any existing pay access on file.
Exchange	Request to sell shares of one mutual fund in your PSS account to purchase shares of another fund in the same fund family and share class.

If you need to add or update the bank of file, please complete the [Provide Bank Information form](#) and mail or fax it per the instructions on form.

Steps to Buy additional shares in your PSS Account

1. **'Purchase Shares of'** allows you to select the fund you wish to buy:
You may buy shares of an existing fund or choose **'OPEN NEW FUND'** to add a new investment to your account. Prior to buying a new fund you should review the prospectus and discuss how the fund fits with your investment objectives with your PFS Investments Inc. ("PFSI") Agent. See below for additional steps to select a new fund.
2. **'Apply Contribution to'** for Traditional and Roth IRA Contributions only: The default for all contributions is **'Current Tax Year'**; however, from January 1st to the tax filing deadline for the previous year, generally April 15th, you may choose to make a contribution toward the **'Prior Tax Year'**. See the example below for a Roth IRA contribution. For any other account type this option will not be displayed as it doesn't apply.
3. **'Dollar Amount'** Enter the dollar amount of the purchase
4. **'Draw proceeds from ACH account:'** - Review the bank account being used to fund the purchase, if you have multiple bank accounts on file, please make sure the bank account selected is the one you wish to use.
 - a. If you need to add or update the bank of file please complete the [Provide Bank Information form](#) and mail or fax it per the instructions on form.
5. Click **'Accept'** to proceed or **'Reset'** to make changes

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Last Sign On: Tuesday, October 03, 2017 at 4:47:22 PM
Email: Edit

Account Summary | Account Profile | **Trade** | Fund Information | Help

Buy | Sell | Exchange | Automatic Buys | Automatic Sells

Online Purchase

Select Current Fund or Open New Fund for Initial Purchase

Purchase shares of:
ClearBridge Large Cap Growth Class A (SBLGX)

Dollar amount:
\$ 1000.00

Apply Purchase to:
Current Tax Year - 2017

Draw proceeds from ACH account:
ACH XFER WASHINGTON MUTUAL BANK, PA Checking@0000

Accept | Reset

Trades entered today will show on pending list of Position History. Purchases entered prior to Market Close today will receive the current business day's closing price. ACH purchases are held in escrow and are not typically available for exchange or redemption for 6 business days. Should the ACH need to be canceled before it has been processed (generally within two business days of having placed a trade), please call the Client Service Representatives at (800) 544-5445.

Customer Service
Need Help? Call (800) 544-5445
Monday through Friday 8 AM - 8 PM ET

Account Owner | My Profile

Account #: XXXXX124
Registration:
PFS INVESTMENTS CUST FOR THE ROTH IRA OF

Phone: (800) 544-5445 (W) Edit
Representative: WAYNE M DEAN (854) 433-5743 Edit

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If **OPEN NEW FUND** is selected when choosing a fund then after clicking on **"Accept"** you must first **"Select New Fund Family"** click **"Next"**.

Select New Fund Family

Please select the fund family of the fund you'd like to

Select Desired Fund Family:

(Select Fund Family)

(Select Fund Family)

American Century

Franklin Templeton

Invesco Fund Family

Legg Mason Partners Fund Family

Pioneer Fund Family

Select New Fund Family

Please select the fund family of the fund you'd like to

Select Desired Fund Family:

Invesco Fund Family

Next >

All funds and share classes are offered by prospectus fees, distribution charges, and other expenses and s

Then a new fund from the list of available funds under the **'Purchase shares of'** drop down menu. Then select an option for any Dividend Income or Capital Gains generated by the new fund. Generally they are reinvested in to additional shares but on non-retirement accounts you may elect to have them paid out and sent to you.

New Fund and Income Options

Purchase shares of:
 ClearBridge Aggressive Growth Class A (SHRAX)

Dividend Income will be:
 (Select Income Option)
 (Select Income Option)
 Reinvested
 Distributed via Check to Address of Shareowner
 Direct Deposited to Pacific Marine Credit Union Checking#XXXXXXXXXX

< Back Next >

6. **'Confirmation Share Purchase'**; screen will come up. Please review and confirm the trade is what you wish to do. If the fund, dollar amount or the bank account is not correct, just click **'Cancel'** to void the purchase and start over.
7. Once you have confirmed the trade is correct, click on **'Accept'** to submit the trade. Until you accept the trade, it is not placed and may be canceled.

Confirm Share Purchase

Final Trade Review before Placement

Please review your trade request and confirm by pressing the Accept button or Cancel to continue your session without entering an online purchase. Once confirmed, please do not attempt to refresh your screen until you receive your confirmation or you risk entering your trade twice.

Share Purchase Confirmation Details

Position:	SBLGX - ClearBridge Large Cap Growth Class A
Purchase Amount:	\$1,000.00
Contribution Year:	Current Year Contribution
To be funded via:	ACH XFER WASHINGTON MUTUAL BANK, FA Checking#XXXXX

Accept Cancel

Purchases entered prior to Market Close today, will receive the current business day's closing price. ACH purchases are held in escrow and are not typically available for exchange or redemption for 6 business days. Should the ACH need to be canceled before it has been processed (generally within two business days of having placed a trade), please call the Client Service Representatives at (800) 544-5445.

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8. Confirmation of the trade will now display. Please write down or print out the confirmation information for your records.

That's it you're done!

If you wish to purchases shares of another fund just click on Buy on trade menu and repeat the steps above for each additional purchase.

Account Summary Account Profile **Trade** Fund Information Help

Buy Sell Exchange Automatic Buys Automatic Sells

Online Purchase Entered

✓ Your online purchase request has been accepted with a confirmation ID of 1006-0001-00002.

Should you have any questions, or need to cancel an ACH before it has been processed (generally within two business days of having placed a trade), please call one of our Client Service Representatives at (800) 544-5445.

Online Purchase Request

Confirmation ID:	1006-0001-00002
Registration:	PFS INVESTMENTS CUST FOR THE ROTH IRA OF
Account Number:	XXXXX
Fund:	ClearBridge Large Cap Growth Class A
Amount:	\$1,000.00
Get proceeds from:	ACH XFER WASHINGTON MUTUAL BANK, FA Checking#XXXXX
Was this trade solicited:	No, trade was requested by shareholder.

Please print this Page or copy down the following information to provide a record of your transaction. The information will be helpful if you need to speak to one of our Client Service Representatives.

Steps to Sell shares from your PSS account:

1. 'Sell Shares from': Select the fund you wish to redeem out of from the drop down list.

Online Redemption

Sell shares from:
 ClearBridge Large Cap Growth Class A (SBLGX) Available: \$248.93 ▼

Send proceeds to: (Please see delivery options table below)
 Check to address of shareowner via First Class Mail ▼

Sell:
 All
 Shares
 Dollars

Amount:
 (Shares or Dollars)

2. 'Send proceeds to': Choose from the available pay access options the delivery method you wish you to use.

This example shows an account set up for:

- A check payable to the owner(s) of the account by either US Mail or Next Day Express.
- A deposit to the bank account the shareholder has previously provided by either ACH or Wire Transfer.

Details about the delivery options are displayed in the table under the trade screen. This provides time frames for each method; the only option that PSS imposes a fee is for Next Day Express (\$12); however, your bank may impose a fee for accepting a Wire Transfer.

If you select the Next Day delivery see additional details about delivery date, because your investment is not sold until the next market close after your request and then sent for 'Next day delivery' the following business day. You will receive your check in 2-3 business days depending on the day and time your trade is placed.

Send proceeds to: (Please see delivery options table below)

Check to address of shareowner via First Class Mail

Check to address of shareowner via First Class Mail

Check to address of shareowner via Next Day Express Mail (\$12.00 fee)

ACH XFER:WASHINGTON MUTUAL BANK, FA Checking#XXXXX

Bank Wire:WASHINGTON MUTUAL BANK, FA Checking#XXXXX

Delivery Options:

You have several options for receiving proceeds from your account. The following table represents the options available, the estimated delivery timeframe, and applicable fee. Please allow 24 to 48 hours for processing.

Delivery Method	Delivery Timeframe	Fee
First Class Mail	A redemption check should arrive within 5 to 7 business days after processing.	None
Next Day Express Mail ⁽¹⁾	A redemption check should arrive the next delivery day after processing.	\$12.00
ACH Transfer	ACH redemptions should arrive within 72 to 96 hours after processing.	None
Wire Transfer	Wire redemptions should arrive within 72 hours after processing. Although Primerica Shareholder Services does not charge for this service, your bank may deduct an incoming wire fee from the proceeds upon receipt.	None

⁽¹⁾ UPS does not require a signature for delivery of the package. Please note that UPS does not include Saturday Delivery.

Check request via UPS Next Day Express Mail Delivery Estimates			
Request received BEFORE market close on...	Check should be delivered on...(1)	Request received AFTER market close...	Check should be delivered on...(1)
Monday	Wednesday	Monday	Thursday
Tuesday	Thursday	Tuesday	Friday
Wednesday	Friday	Wednesday	Monday
Thursday	Monday	Thursday	Tuesday
Friday	Tuesday	Friday	Wednesday

The tables below are provided as a guideline only and include check processing time. Additional days will be required for any requests that span a holiday. Primerica Shareholder Services cannot guarantee delivery date of checks.

3. **'Sell'** and **'Amount'** allow you choose how much to redeem by selecting to redeem a specific dollar amount, a specific the share amount or to redeem **'All'** shares in the fund selected. The default is to enter a specific the amount in dollars.

The available dollar value in each fund is listed next to the fund in the drop down menu above where you select the fund to redeem. Keep in mind for funds other than money market funds the price per share can vary daily. The available amount displayed is as of the close of the previous business day and your redemption will occur at the next business close after it is placed. The value of the available shares when your redemption is processed may be higher or lower than the amount displayed.

Once you have entered the trade amount click **'Next'** to submit the trade or **'Reset'** if you wish to make changes.

Sell:

All
 Shares
 Dollars

Amount: (Shares or Dollars)

4. **'Confirm Redemption'**: Your trade is not complete until confirmed, review the trade summary and **'Estimated Redemption Details'**.

Fees and Taxes (if any): You may choose to take any fees or tax withholding that may apply, such as the \$12 overnight fee, from either the remaining balance in your account or from the redemption proceeds (except full redemptions).

Trade will be added to existing pending activity: Any purchases, redemptions or exchanges that are in progress already will appear here.

Accept / Cancel: Once you have reviewed you must either click "Accept" to process the redemption, or if you do not wish to process the redemption or anything needs to be changed, click on "Cancel" your trade will not be submitted.

Confirm Redemption

 Your trade request is not complete until confirmed.

Please review your trade request and confirm by pressing the Accept button below or Cancel to abort your request. Once confirmed, please do not attempt to refresh your screen until you receive your confirmation or you risk entering your trade twice.

Final Redemption Review and Confirmation

Redemption Confirmation Details	
Position:	ClearBridge Large Cap Growth Class A (SBLGX)
Amount:	All shares
Send proceeds to:	Check to address of shareowner via First Class Mail
Withhold Federal Taxes:	0%
Withhold State Taxes:	0% (note that for states with mandatory withholding the actual amount withheld may be greater than the percentage requested)
Distribution Reason:	Premature Distribution - The distribution will be designated as a premature withdrawal for an individual under the age of 59 1/2. A Premature Distribution Penalty, which is separate from Federal Income tax may apply and is due when the tax return is filed. Tax and Penalty consequences may be avoided by reinvesting the full distribution within 60 days of receipt.
Fees and Taxes (if any):	Taken from redemption amount requested.
Estimated Redemption Details	
The following hypothetical trade results are provided only as an estimate of your requested trade and should be considered informational only. The actual trade results will vary based on a variety of factors including the final closing price, any related activity in this account, etc...	
Estimated Amount to be Redeemed:	\$248.93
Estimated Total Fees:	\$0.00
Estimated Net Check Amount:	\$248.93
Last Net Asset Value (NAV):	\$40.17
Estimated Shares to be Redeemed:	-6.197
Trade will be added to pending activity:	10/09/2017 Current Year Contribution - ACH \$1,000.00
<input type="button" value="Accept"/> <input type="button" value="Cancel"/>	
Trades entered prior to Market Close will be priced at the next calculated Net Asset Value. Trades received after Market Close will be priced the following business day.	

5. **'Online Redemption Entered'** Confirmation of the trade will now display. Please write down or print out the confirmation information for you records.

*If you redeem all shares from a fund with an active Pre-Authorized Check Plan (PAC), a notice will appear with a link if you wish to stop future purchases. We will continue your future investments unless you request not to.

That's it you're done!

If you wish to redeem shares of another fund just click on **'Sell'** from the Trade menu:

Repeat the steps above for each additional fund from which you need to redeem.

Account Summary Account Profile **Trade** Fund Information Help

Buy Sell Exchange Automatic Buys Automatic Sells

Online Redemption Entered

Your online redemption request has been accepted with a confirmation ID of 1006-0001-00003.

Should you have any questions, or need to cancel an ACH before it has been processed (generally within two business days of having placed a trade), please call one of our Client Service Representatives at (800) 544-5445.

Online Redemption Request

Confirmation ID:	1006-0001-00003
Registration:	ROUND ROCK, TX 78665-1155
Account Number:	xxxxxx
Fund:	Western Asset Government Reserves A2
Amount:	\$100.00
Send proceeds to:	Check to address of shareowner via First Class Mail
Fees and Withholding:	Added to redemption amount, as applicable.

Please print this Page or copy down the following information to provide a record of your transaction. The information will be helpful if you need to speak to one of our Client Service Representatives.

*Active Pre-authorized Check Plan (PAC) notice on full redemption:



You have one or more Pre-authorized Check Plan(s) defined for the fund you just liquidated. If you would like to stop this plan going forward please [click here](#) to update.

Steps to Exchange between funds in your PSS account:

An exchange consists of two trades processed at the same time;

- A redemption where shares of one fund are sold
- The proceeds of that redemption are used for the second trade, a purchase into a different fund in the same fund family and share class.

If you need assistance deciding which fund or funds to buy and sell you should speak with your PFSI agent who can help you make suitable investment decisions.

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Last Sign On: Tuesday, October 10, 2017 at 9:57:45 AM

Account Summary | Account Profile | **Trade** | Agent Tools | Fund Information | Help
Buy | Sell | **Exchange** | Automatic Buys | Automatic Sells

Online Exchange

Exchange Funds

Exchange shares from:
ClearBridge Mid Cap Class A (SBMAX) - Available \$6,695.38

...to purchase shares of:
(Select an existing fund or OPEN NEW FUND)

Exchange:
 All
 Shares
 Dollars

Amount:
0 (Shares or Dollars)

Next > | Reset

Trades entered today will show on the pending list of the Position History screen. Trades entered prior to the close of the market will be priced at the next calculated Net Asset Value. Trades received after market close will be priced the following business day.

Exchanges may have tax and/or penalty implications. You may find it to be in your best interest to consult a tax advisor regarding possible tax and penalty consequences.

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Monday through Friday 8 AM - 8 PM ET

Account Owner | My Profile

Account #: XXXXX-XXXX
Registration: PFS INVESTMENTS OF THE ROLLOVER IRA OF
[Redacted]
Phone: [Redacted] Edit
Representative: [Redacted] Edit

1. Once you have decided which funds to redeem/purchase:

'Exchange shares from': The drop down menu will list all funds in your account and the available dollar amount in the funds. Keep in mind for funds other than money market funds the price per share can vary daily. The available amount displayed is as of the close of the previous business day and your redemption will occur at the next business close after it is placed. The value of the available shares when your redemption is processed may be higher or lower than the amount displayed.

'...to purchase shares of': Select the fund you wish to make the purchase into. The drop down menu will include all funds that you currently hold shares in, any zero balance funds you previously owned shares in and the option to **'Open New Fund'** See additional steps for adding a new fund after indicating the amount to exchange below.

Online Exchange

Exchange Funds

Exchange shares from:
Western Asset Government Reserves A2 (STEST) - Available \$11,083.04

...to purchase shares of:
(Select an existing fund or OPEN NEW FUND)

...to purchase shares of:
OPEN NEW FUND
(Select an existing fund or OPEN NEW FUND)
OPEN NEW FUND
Western Asset Liquid Reserves Class A (LLAXX) - Available \$0.00
Western Asset Government Reserves A2 (STEST) - Available \$11,083.04

2. **Amount:** Enter how much you wish to exchange. The default is to enter a dollar amount. You may also indicate a specific number of shares or ALL shares for a full exchange.

Once you have entered the trade amount, click **"Next"** to submit the trade or **"Reset"** if you wish to make changes.

Exchange:
 All
 Shares
 Dollars

Amount:
0 (Shares or Dollars)

Next > | Reset

If **'OPEN NEW FUND'** is selected, then after clicking on **'Next'** you must choose the new fund from the list of available funds under the **'Purchase shares of'** drop down menu and select an option for any Dividend Income or Capital Gains generated by the new fund. Generally they are reinvested in to additional shares but on non-retirement accounts you may elect to have them paid out and sent to you. Then click **'Next'** to confirm the trade.

3. **'Confirm Exchange'**; your trade is not complete until accepted, look over the request as shown under Review and Confirm Fund Request: Once you have reviewed you must either click **'Accept'** to process the exchange, or if you do not wish to process the exchange or anything needs to be changed, click on **'Cancel'** your trade will not be submitted.

4. **'Online Exchange Entered'** Confirmation of the trade will now display. Please write down or print out the confirmation information for your records.

*If you exchange all shares out of a fund that has an active Pre-Authorized Check Plan (PAC), a notice will appear with a link to stop future purchases. We will continue future investments unless you click the link and stop the PAC.

That's it you're done!

If you wish to request another exchange just click on **'Exchange'** on the Trade menu:

Repeat the steps above for each additional exchange between funds you want to do.

Online Exchange Request	
Confirmation ID:	1006-0001-00006
Registration:	ROUND ROCK, TX 78665-1155
Account Number:	xxxxx9608
From Fund:	Western Asset Government Reserves A2
To Fund:	ClearBridge Aggressive Growth Class A
Amount:	\$500.00

Please print this Page or copy down the following information to provide a record of your transaction. The information will be helpful if you need to speak to one of our Client Service Representatives.

*Active Pre-authorized Check Plan (PAC) notice on full exchange:



You have one or more Pre-authorized Check Plan(s) defined for the fund you just liquidated. If you would like to stop this plan going forward please [click here to update](#).