

FRS Equity Strategies

A Consulting, Outsourcing, and Educational Institute for Equity Compensation

Using Equity Edge: For Proxy Reporting

Before the Reports are run, check to ensure that the following are properly identified in the Account records:

- A. All Officers and Directors who must be reported in the Company's Proxy Statement should have the "Include in Proxy" Box clicked ON (this will be found in the Account record under the Insider Tab). This will identify that only those individuals are reported in these special Proxy Reports.
- B. Check to ensure that each Officer and Director has been properly identified as an officer and/or director on the Insider tab and the individual's account record.

Reports Needed for Proxy Statement

1. **Proxy/Exercisable Summary – 60 Days**
2. **Proxy Exercises – Summary**
3. **Proxy Exercises – Outstanding Detail**
4. **Proxy/Long-Term Incentive Plans**
5. **Proxy/Summary Compensation**
6. **Proxy/10-year Repricings**
7. **Proxy/Summary Comp Detail**
8. **Proxy/Summary Comp Restricted Stock Vesting***

* Should be run if restricted stock has been issued to those individuals included in the Proxy.