CAPITOL SECURITIES MANAGEMENT, INC.

Member FINRA & SIPC

Capitol Securities Management is pleased to announce the enhancement of their online account access product. You can now download your account information into Quicken, Microsoft Money, and TurboTax. Please find information regarding how to take advantage of this enhancement, as well as additional frequently asked questions below.

General Information

What type of downloads does NetExchange Client support?

Quicken:
- History / Activity (up to 2 years)
- Positions / Holdings
- Balance

Note: The Balance and Position information is downloaded purely for reference and reconciliation purposes. They are not used anywhere in the registers. Quicken calculates the balance and creates position list based on the transactions in the activity.

Money:
- History / Activity (up to 2 years)

Turbo Tax:
- 1099 B (with Schedule D)
- 1099 Div
- 1099 Int
- 1099 OID
- 1099 Misc-1099R

Note: Customers can download Cost Basis and Acquisition Date along with Sales information for schedule D

What Versions of Quicken and MS Money are supported?
The three most current versions (Current + Last 2) of Quicken and Microsoft Money are supported by NetExchange Client. Although other versions may be able to download successfully, NetExchange Client does not support or help troubleshoot problems that may occur with older versions of these products.

What are the system requirements for using download services?
To use NetExchange Client account download service, your computer must meet the hardware, memory, operating system, browser, and access requirements provided by Quicken and Money. Usually this information is available on the product packaging or in the software's "Read Me" file.

Do we support Apple Mac Operating System?
Quicken has a Macintosh version. We support the most recently released (and previous two) versions.

Who should I contacted in case of issues or questions?
Issues and Questions should be handled as described below depending on their nature:
- Questions related to features, functions and usability of Quicken, MS Money, TurboTax: Direct to Quicken, MS Money, TurboTax.
- Questions related to NetExchange Client should be directed to your Investment Professional.

General Download

What do I need to use the Account Download Service?
To download your investment data, you must have the following:
- Any one of the three most recent versions of Quicken - available from stores or direct from Intuit at 1-800-4-INTUIT or www.intuit.com/quicken or
- Any one of the three most recent versions of MS Money - available from stores or www.microsoft.com/money
- A NetExchange Client user-id and password.
- An internet connection

Do I need to register before downloading?
Yes, you will need to register for on-line access to your account to obtain your user ID and password. Please contact your Investment Professional for more information.

When may I download my Account Information?
You may download your account information at any time, however, keep in mind that intra-day activity on your account is not applied to the download. Only prior day information is downloaded.

Is download secure? What technology is being used to safeguard each download?
Each transfer of information is protected with a technology called Secure Sockets Layer (SSL), which provides a secure communication path between your PC and our server.

What is the purpose of downloading?
By downloading your account information into Quicken ® or Microsoft Money, you limit the need to manually enter your account information into these personal financial management software packages.

Does NetExchange Client charge any fees for the ability to download?
The service is provided to the retail client as a value added service and is free.

How long does does it take to download information?
Download completion will depend on the amount of account data, modem transfer rate, and your computer processing speed. Generally, it takes anywhere between 5 seconds to 3 min.

Account Set up

What types of accounts can I access through Quicken and Money?
NetExchange Client allows you to download all of your brokerage account types.

What Financial Institution do I select when setting up Quicken / MS Money / TurboTax?
You will select NetExchange Client

Why does my Customer ID and Password not work in Quicken/MS Money when I'm using NetExchange Client?
You will need to enter your current NetExchange Client User ID preceded by the Financial Institution Number (A88) in the Customer ID field while logging in to setup NetExchange Client accounts in Quicken or Microsoft Money. For example, if your ID is "johndoe", you will need to enter this information as "A88johndoe" in the Customer ID field. For the PIN field, you can enter the same information as you would enter in the password field on NetExchange Client website.

Can I download information for Multiple NetExhange Client accounts? How many accounts can I set up for download?
Yes. All of your NetExchange Client account information can be downloaded. There is no limit to on the number of accounts you can set up for download. See your Quicken documentation for any constraints on the number of accounts you can set up at one time.

Data

What Account Information data can be be downloaded?
You will be able to download your account history, balances, and portfolio holdings into Quicken.
For Microsoft Money, you will be able to download your account history and holdings.

How often is the Account Information data updated?
Account information is updated nightly, so downloads will contain transaction history up to the close of the previous business day.

How much account history can I download?
During the first download, the most recent two years of your account history will be sent. Thereafter, we encourage you to regularly download your account information on a frequent basis. Please note that intra-day account information is not downloaded, only previous day information is downloaded.

I do not see Money Market Fund (MMF) sweep Transactions. Nor do I see my MMFs in the Positions.
On the interface we use the money market as a "sweep" account, where cash is "swept" as needed when buying and selling securities. We treat the money market fund as an investment-account cash balance. You will not see Money Market positions as separate entries but rather as part of the investment account cash balance. Also, you will not see the sweep transactions in and out of Money Market. However, your interest and dividends transactions from Money Market Fund are downloaded normally.

The prices I see on Quicken and MS Money for positions are not updated.
The prices within Quicken and Microsoft Money are provided by Intuit and Microsoft. NetExchange Client does not provide any updates to prices on your personal finance software. Please contact Quicken or Microsoft support for any questions related to price updates on your personal finance software.

The prices I see on Quicken and MS money for my positions do not match my NetExchange Client website.
The prices within Quicken and Microsoft Money are provided by Intuit and Microsoft. NetExchange Client does not provide any updates to prices on your personal finance software. Please contact Quicken or Microsoft support for any questions related to price updates on your Personal Finance Software. However, if you have any questions on the prices as seen on your NetExchange Client website, please contact your broker for more information.

My Online balances as downloaded from NetExchange Client do not match the balance on Quicken / MS Money register.
The balance you see on the Personal Finance Software is calculated by the software using the initial balance you entered while setting up the account and the transactions you download and import to your register. There could be a number of reasons for the discrepancy:
- Make sure you are looking at the balance as of previous day close.
- There may be some minor discrepancy because of the different sources for pricing data. The pricing on your personal finance software is not provided by NetExchange Client.
- When an account is set up for the first time on Quicken or Microsoft Money, please ensure that you enter the correct balance.
- Some of the latest transactions may not be present in the register. Check for any transactions that may be pending download or import into your register.

I do not see all the transactions that I see on the website.
You will not see the sweep transactions in and out of Money Market. We treat the money market fund as an investment-account cash balance. If there are other transactions that are not downloaded consistently, please inform your Investment Professional with the details (viz. Account Number, Date and type of transaction). You also have the option to enter transactions manually to your register.

I do not see Cost Basis information for the transactions I downloaded.
NetExchange Client supports the download of transactions. Cost basis is calculated by your Personal Finance Software based on these transactions. Please contact your Personal Finance Software support for instructions on how to identify and map purchase lots to your sale transactions, thereby maintaining cost basis information.

We know that Quicken *calculates* the cost basis based on transactions we send to Quicken. Is there any other way quicken accepts cost basis using the interface?
Quicken / MS Money do not support the download of Cost Basis information for now. Quicken / MS Money calculates the cost basis based on the transactions we send. Users can choose what method of cost basis (Average, FIFO, Specific Lot etc.) they want to use.

Is it possible to download data for Closed Accounts?
Yes. Closed accounts will still be available for download as long as there is data available for download. For accounts that no longer have data available for download, you will get an "Invalid account" error when trying to download those accounts. You should remove those accounts from your download requests going forward to avoid the error.

I do not see NetExchange Client listed in the Online Financial Institutions listing in MS Money.
Obtain the most recent updates from Money by completing the following:

- Open your Microsoft Money application
- From the Tools menu in Money, choose Update Internet Information.
- Shut down Money.
- Launch Money.
  NetExchange Client should then be present in the Financial Institutions listing in Money.

My balances as seen on MS Money does not match my NetExchange Client website
MS Money does not import balances via the interface. The balance you see on MS Money is calculated by the software using the initial balance you entered while setting up the account and the transactions you download and import to your register. There could be a number of reasons for the discrepancy:
 - Make sure you are looking at the balance as of previous day close.
 - There may be some minor discrepancy because of the different sources for pricing data. The pricing on your personal finance software is not provided by NetExchange Client.
 - When an account is set up for the first time on MS Money, please ensure that you enter the correct balance.
 - Some of the latest transactions may not be present in the register. Check for any transactions that may be pending download or pending import into your register.

I do not see NetExchange Client in the Online Financial Institution list in Quicken.
Complete a One-Step Update in Quicken and update the listing using these procedures:

- Open your Quicken application
- Perform an Update
- After the online session has completed, click Done.
- Enable the account for online services.
- NetExchange Client will be presented in the Online Financial Institutions list.
  Note: It may be necessary to quit and then restart Quicken to refresh the list after performing the Update.

I have more than 6 accounts, but I do not see all of them when I try to add / set-up accounts
Some versions of Quicken allow setup of a maximum of six accounts linked to a single ID at one time. If you have more than six accounts, complete the set up of the first six accounts and repeat the account set up process. You should see the remaining accounts after the first six are setup. This is a Quicken limitation and we have no control over how Quicken displays your account information