

Shareholder Meeting Preparation Questionnaire

ISSUER NAME: _____ ISSUER CONTACT: _____

Categorize your Meeting:

Annual Meeting Special Meeting Consent Mailing

YOUR DATES:

Broker Search Mailing Date: _____ Will CST perform yes no

Record Date: _____

Mail Date: _____

Meeting Date: _____

The Broker Search distributes notification concerning your upcoming meeting to the street/brokerage community notifying them of the pertinent dates and allowing brokers to request their required quantity of proxy material sets. SEC Rule 14a-13 requires that a Broker Search take place at least 20 business days prior to the record date for an Annual Meeting and 10 days prior to a Special Meeting.

The Record Date determines the date on which shares must be owned in order to receive voting rights. It is recommended that the Record Date be a minimum of 8-10 business days prior to the Proxy Mail Date.

The Proxy Mail Date is the date on which Continental will mail to registered holders and ship broker fulfillment packages. Continental recommends that the Proxy Mail Date be a minimum of 20-30 business days prior to the Meeting Date.

Class (s) of stock eligible to vote:

Common Preferred Unexchanged Plan Other

PROPOSALS:

<input type="checkbox"/> Election of Directors	<input type="checkbox"/> Shareholder Proposal
<input type="checkbox"/> Ratification of Auditors	<input type="checkbox"/> Compensation Plan
<input type="checkbox"/> Say-on-Pay	<input type="checkbox"/> Other



Please check off items that apply:

Cumulative Voting Treasury shares Confidential Voting

- State if Treasury shares are held through a broker: _____

Employee Plan File: yes no

401K ESOP ESPP Other

If Yes, provide the Firm name from whom we will receive your Plan file: _____

Contact Name: _____ Date Plan shares to be voted: _____

Contact Telephone and e-mail address: _____

Have you retained a Proxy Solicitor? yes no

If yes – state Solicitation firm: _____

Contact and email address: _____

Will you require a Continental representative to act as Inspector of Election?

yes no

(consult your Bylaws and/or Securities Counsel)

Time and Location of Meeting:

Meeting Site: _____

Local Time: _____

SERVICES:

<input type="checkbox"/> Telephone/Internet Voting <input type="checkbox"/> Householding <input type="checkbox"/> E-consent <input type="checkbox"/> Notice & Access
<input type="checkbox"/> Web Design & Hosting <input type="checkbox"/> Attendance Tracking <input type="checkbox"/> Other

ENCLOSURES:

<input type="checkbox"/> Proxy Card
<input type="checkbox"/> Annual Report
<input type="checkbox"/> 10K
<input type="checkbox"/> Annual Report/10K Combined
<input type="checkbox"/> Notice of Meeting/Proxy Statement
<input type="checkbox"/> Business Reply envelope
<input type="checkbox"/> Invitation
<input type="checkbox"/> Wrap Mail (multiple documents)
<input type="checkbox"/> Full set mailing
<input type="checkbox"/> Other

Please let us know if you need financial printing services

Note: Contracting with Broadridge Financial Solutions to handle your Meeting may result in additional costs to you and may not be as efficient as having Continental handle your Meeting for you. Coordinate with your Account Administrator to review your fee schedule in order to optimize services and costs in your favor.

Please refer to the Continental Proxy Planner for helpful guidelines in setting up your Meeting.

Disposition of Excess Materials:

Return to: _____

Destroy All

SPECIAL REQUESTS/COMMENTS:



Ask us about on-line access to track your daily votes.

Final tabulation and reports to be sent to:

Name _____ email address _____

Telephone _____

Additional Notes/Comments: