



## ODYSSEY XPRESS BROKER GATEWAY FAQ

### 1. WHAT IS THE ODYSSEY XPRESS GATEWAY?

The [Odyssey Xpress Broker Gateway](#) is an application built by Odyssey for **you** – the brokerage and financial institution community.

The Gateway allows a firm's authorized users to obtain the following **on-demand, 24/7**, for registered securityholders:

- Confirmation of outstanding free-trading DRS positions
- Confirmation of any applicable stops or restrictions on restricted DRS positions
- Current DRS Confirmation Statements
- Confirmation of a physical certificate's validity and any applicable stops or restrictions

### 2. WHY DID WE CREATE THE GATEWAY?

To make it **simple, fast, and easy** for you to confirm if a position or certificate is outstanding and available for transfer or deposit.

This will allow you to obtain the information you need on-demand with a few clicks and zero wait times.

### 3. HOW DO YOU REGISTER TO THE GATEWAY?

Go to [contact.odysseytrust.com](http://contact.odysseytrust.com) and select "I am an Employee at a Brokerage Firm or Securities Dealer."

Then select "Confirm stops or restrictions on a certificate or validity of a DRS Statement" and fill out the registration form.

Odyssey will then set up your firm's account and send your firm's Access Coordinator with a temporary password and login credentials. Your firm's Access Coordinator can then log into the Gateway and add users for that institution.

### 4. CAN I HAVE DIFFERENT ACCESS LEVELS FOR MY TEAM?

There are two levels of access: **Authorized User** and **Access Coordinator**.

An **Authorized User** can:

- Verify certificates and DRS positions to confirm status and restrictions
- Download Certificate and DRS Confirmation statements

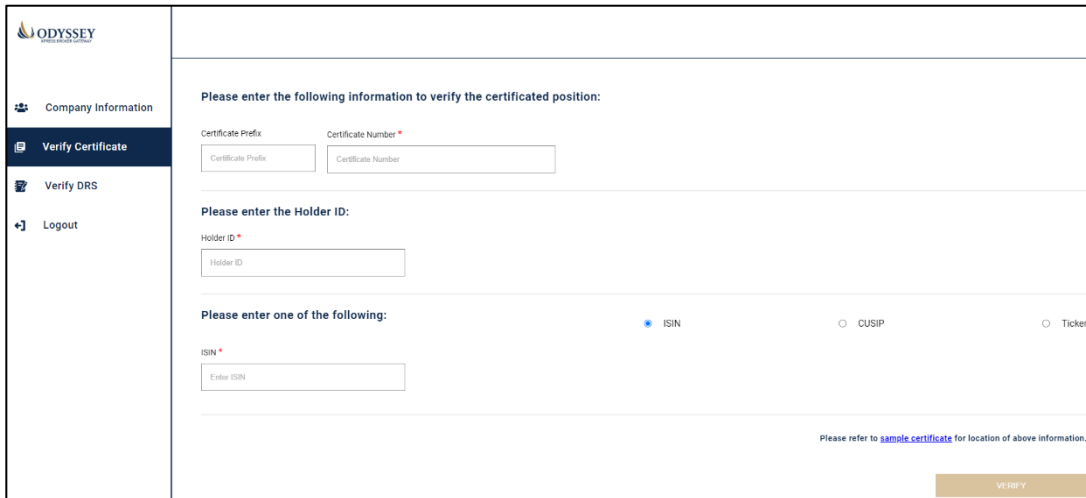
An **Access Coordinator** can:

- Register new Access Coordinators and Authorized Users
- Remove Access Coordinators and Authorized Users
- Do everything that an Authorized User can do

## 5. HOW DOES THE GATEWAY FUNCTION?

To verify a certificate:

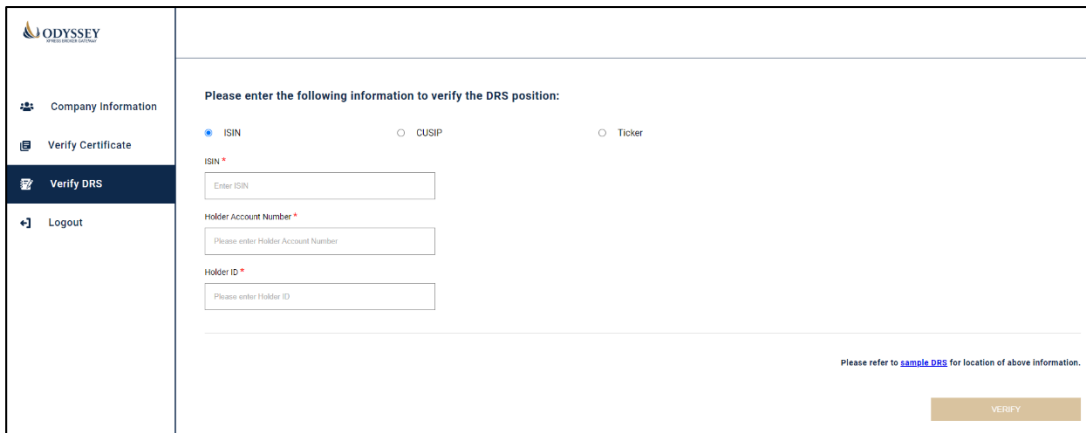
- Enter the certificate prefix and number
- Enter the UID (Holder ID)
- Enter the ISIN, CUSIP, or Ticker
- Click **VERIFY**



The screenshot shows the Odyssey website interface. On the left is a navigation menu with options: Company Information, Verify Certificate (highlighted), Verify DRS, and Logout. The main content area is titled "Please enter the following information to verify the certificated position:". It contains two input fields: "Certificate Prefix" and "Certificate Number \*". Below these is a section titled "Please enter the Holder ID:" with a "Holder ID \*" input field. Further down, there is a section "Please enter one of the following:" with three radio buttons: "ISIN" (selected), "CUSIP", and "Ticker". Below the radio buttons is an "ISIN \*" input field. At the bottom right, there is a "VERIFY" button and a note: "Please refer to [sample certificate](#) for location of above information."

To verify a DRS statement:

- Enter the ISIN, CUSIP or Ticker (Trading Symbol or Issue Code)
- Enter the Holder Account Number
- Enter the UID shown on the latest DRS Statement
- Click **VERIFY**



The screenshot shows the Odyssey website interface. On the left is a navigation menu with options: Company Information, Verify Certificate, Verify DRS (highlighted), and Logout. The main content area is titled "Please enter the following information to verify the DRS position:". It contains three radio buttons: "ISIN" (selected), "CUSIP", and "Ticker". Below the radio buttons is an "ISIN \*" input field. Further down, there is a "Holder Account Number \*" input field with a placeholder "Please enter Holder Account Number". Below that is a "Holder ID \*" input field with a placeholder "Please enter Holder ID". At the bottom right, there is a "VERIFY" button and a note: "Please refer to [sample DRS](#) for location of above information."



If the certificate or DRS details match our records, a confirmation screen will appear, and a copy of the report may be downloaded. If there is no match, the user will be notified. **Fees will only be applied at this stage if a match is found.**

## 6. HOW CAN WE TRUST THE DATA?

The data used to provide confirmations is from our live database and includes up-to-the-minute information. This is the same information you receive when you call the Shareholder Services team or submit a request via [contact.odysseytrust.com](http://contact.odysseytrust.com)

We also maintain an audit trail of all user access and successful verifications provided.

## 7. WHAT DOES IT COST TO USE THE GATEWAY?

The standard **\$10 fee** will be applied for each confirmation. Beginning January 1, 2024, this is a discounted charge from what is incurred when you contact us via telephone, email, or [contact.odysseytrust.com](http://contact.odysseytrust.com)

The fee will not be charged when a verification request is unsuccessful.

Charges will be billed on a quarterly basis and emailed to the Access Coordinator(s).