

ESPP & FREE SHARE LEAVER GUIDE

Invest in Allianz.
Invest in yourself.



ESPP LEAVER GUIDE

What employees need to do **BEFORE** they leave Allianz if they leave **DURING** the **Restriction Period**.

What if I leave Allianz during the three-year Restriction Period?

If you leave Allianz or retire during the three-year Restriction Period in the ESPP or Free Share Plan, you will be required to keep your share(s) in your EquatePlus share account until the Restriction Period ends.

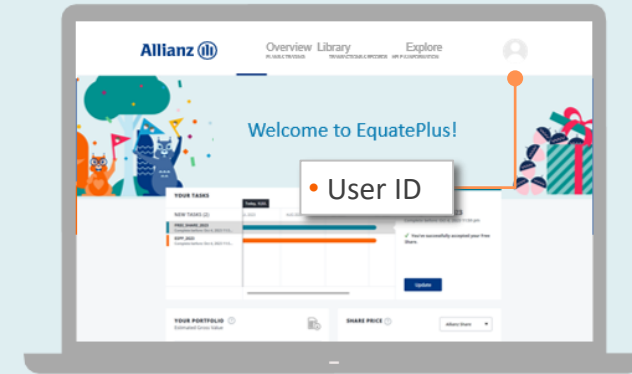
You will still be able to access your share account during that time by logging onto www.equateplus.com or via the EquateMobile App using your UserID and password.



Before you leave Allianz remember your login details...

To find your User ID, go to your personal account which you can find under „Personal Details“ on the EquatePlus Landing Page.

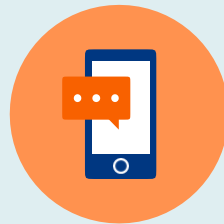
At any time, you can generate a new Password from Equatex by calling the helpdesk or clicking on FORGOT PASSWORD on the EquatePlus login screen.



This QR Code will redirect you to the EquateMobile App, where you can easily access your account on the go!

What happens to my share account?

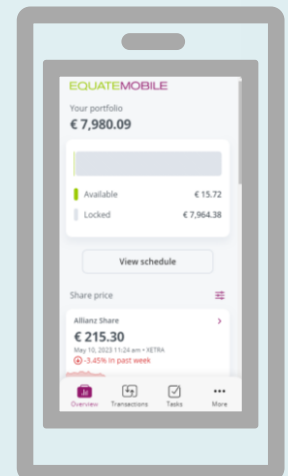
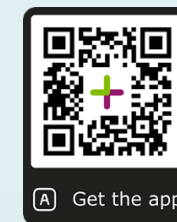
Your EquatePlus profile settings will be changed to **Self-Service** allowing you to make changes to your home address, private contact details and bank account information at all times, by yourself.



...and enable the online Password Recovery feature

Make sure to enable the online Password Recovery feature (via 2-Factor Authentication) in your account settings.

To enable the feature go to Preferences, scroll down to the “Security verification settings” panel and select **ACTIVATE**. You will be asked to provide a mobile phone number. Select the items to be security verification enabled, using the sliding buttons, then click **SEND CODE**. Equatex will then send a one-time code to your mobile number for verification.



FURTHER TIPS FOR LEAVERS

What employees need to do **AFTER** the **Restriction Period**.

What do I need to do once the Restriction Period has ended?

Once the Restriction Period has ended, on 1 November three years after you've made your investment or accepted your Free Share, you will be able to sell or transfer your shares to a private deposit account.

Once all have only unrestricted shares, you must sell or transfer these within 90 days after the end of the Restriction Period.

If you don't do either or, the shares will be automatically sold, and the money transferred to the bank account you have entered on EquatePlus.

All information you need about the end of restriction can be found **on the Free Share & ESPP Brochure**.



If you forgot your password or have any questions, please contact the EquatePlus helpdesk on the number for your country provided on the back of this guide.

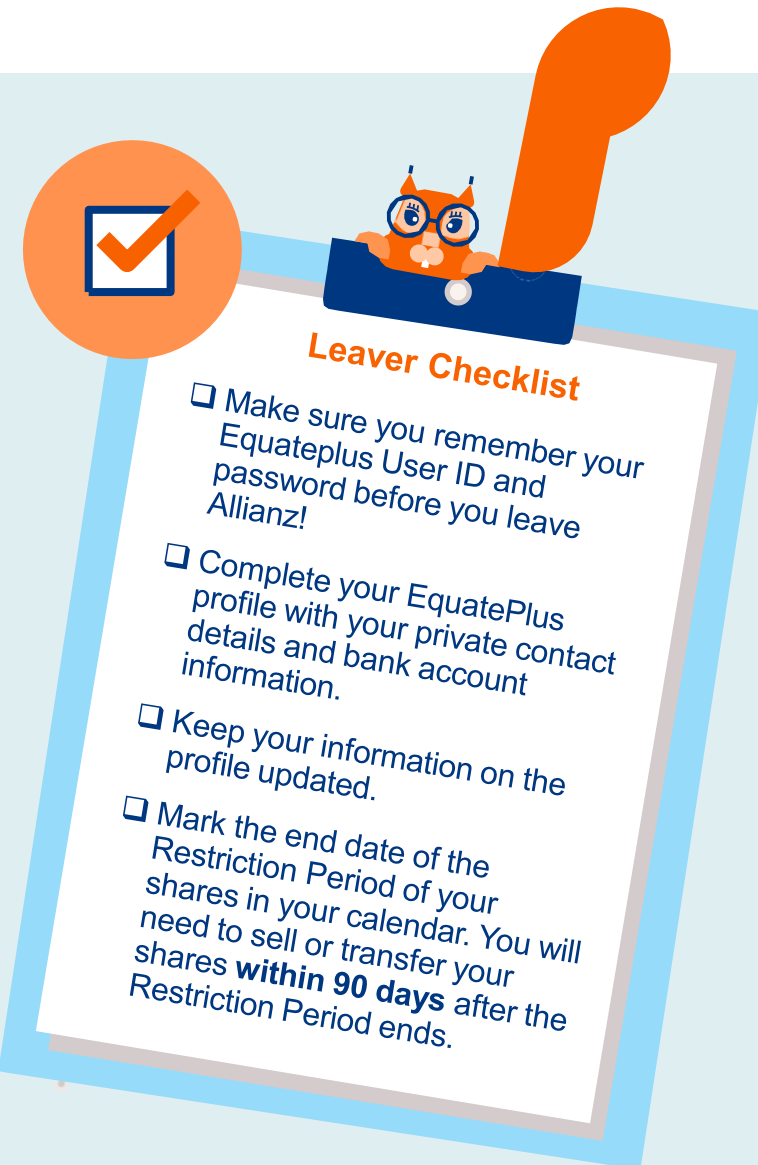
Sell or transfer shares

You can sell or transfer your shares via the share platform EquatePlus or the app, EquateMobile.

From the Overview Page, click the TRANSACT button. Select TRANSFER or SELL and proceed through the subsequent transaction steps. You will be able to review and consider your order details on the Summary Page. To submit your order click PLACE ORDER.

The table below outlines the associated fees for selling or transferring shares.

Fees will automatically be withheld upon transaction	
Share transfer	Free
Trading fees	0,28% volume, (minimum €7,50)
Payment per transaction (wire transfer)	€4,00



LOCATIONS IN SCOPE AND CONTACT

Contact details

If you have any questions about EquatePlus, please contact the Equatex contact center on the number for your location.

For more details on how to contact Equatex please [click here](#).

In case of questions about the Allianz share plans, please reach out to your local HR team.

Helpdesk contacts			
International (not toll-free)		00800 4020 0060	
Generic Equatex Call Center		0041 844 004 488	
Australia	0011 800 4020 0060	Lebanon	Use international
Austria	00 800 4020 0060	Luxembourg	00 800 4020 0060
Belgium	00 800 4020 0060	Malaysia	00 800 4020 0060
Bermuda	001 844 269 4588	Mexico	800 123 9592
Brazil	0 800 89 20 439	Netherlands	00 800 4020 0060
Bulgaria	00 800 4020 0060	New Zealand	00 800 4020 0060
Canada	183 326 81418	Norway	00 800 4020 0060
China	400 84232 59	Poland	00 800 4020 0060
Croatia	00 800 4020 0060	Portugal	00 800 4020 0060
Czech Republic	00 800 4020 0060	Romania	00 800 4020 0060
Denmark	00 800 4020 0060	Singapore**	001 800 4020 0060
Finland	00 800 4020 0060; 990 800 4020 0060	Slovakia	00 800 4020 0060
France*	00 800 4020 0060	South Africa	00 800 4020 0060
Germany	00 800 4020 0060	South Korea	001 800 4020 0060; 002 800 4020 0060; 008 800 4020 0060
Greece	00 800 4020 0060	Spain	00 800 4020 0060
Hong Kong SAR, China	00 1800 4020 0060	Sweden	00 800 4020 0060
Hungary	00 800 4020 0060	Switzerland	00 800 4020 0060
India	00 080 0040 2502	Taiwan, China	00 800 4020 0060
Indonesia	7803411644	Thailand	001 800 4020 0060
Ireland	00 800 4020 0060	Turkey	00 800 3287 1644
Italy	00 800 4020 0060	UK	00 800 4020 0060
Liechtenstein	00 800 4020 0060	US	001 844 269 4588

* Separate plan terms and conditions and not administered by Equatex..

** Please check the prefix for international calls with your phone provider.

