

Stock Purchase Plan (SPP) / Incentive Stock Option (ISO) Transferred Share Reporting: 2017 Q&A

[Password](#)

[Reporting](#)

[Impact on W-2 wage income](#)

[General questions about the Stock Reporting Tool](#)

Your password

1. I lost my ORIGINAL password for the Stock Reporting Tool— where can I find it?

Your original password is listed in the emails from Services and Benefits that request you to report your stock information in the online tool. If you do not complete this action promptly, you will be sent routine reminders via email that will list your Password again.

2. I lost my CHANGED password for the Stock Reporting Tool—what can I do?

If you changed your password and lost or can't remember it, use the online process on the Computershare tool to retrieve it. From the Login page, select Forgot Your PIN and answer the security questions.

3. I'm locked out of the Stock Reporting Tool—how can I get my account unlocked?

After three unsuccessful attempts to enter your active password, your account will be locked. For a password reset, please contact [Get HR Help](#) or call (800) 238-0486.

Reporting

4. How do I know whether I need to complete SPP/ISO stock reporting?

Employees that transferred SPP or ISO shares from their UBS Corporate account to a UBS Full Service account or a different broker will receive an email requesting that they complete this reporting. Email requests are sent from late October through December.

- Please complete this action promptly. Email reminders will be sent until you complete your stock reporting.
- Once you login to the online reporting tool and update the status of **all** the shares listed.

5. Why aren't all Intel employees required to report the status of their stock?

Employees who need to report are those who transferred SPP or ISO shares outside of their corporate stock account at UBS Financial Services Inc. (UBS). Intel can secure the needed information from UBS for employees who have kept their shares in their UBS One Source Corporate account.

6. I recently updated the status of my stock in the Stock Reporting Tool. However, I received another email to complete this action. Why did I receive another email request?

You may have received additional emails for two reasons:

- You recently transferred more of your SPP or ISO shares from your UBS One Source Corporate account. UBS then reports this information to Computershare, Intel's transfer agent, and the information was added to the online tool for you to report whether you still hold the shares or you sold them through another broker.
- You may have updated some, but not all, of your share listings in the online tool, therefore reporting is incomplete. Please login to the online tool to verify all your share listings are updated.

7. Why am I being asked for information on my SPP/ISO transactions?

Intel is required by the IRS to report wage income resulting from a disqualifying disposition. A disqualifying disposition is the sale or transfer of legal title of stock shares acquired through an SPP purchase or ISO exercise in which the stock has not met the required holding period.

8. What is the IRS required holding period?

The required holding periods are:

- **SPP Shares** -Two years from the grant date (including the two year anniversary). This applies to any SPP shares purchased between Aug. 19, 2015, and Aug. 18, 2017.
- **ISOs** - Two years from the grant date AND one year from the exercise date

9. What is the impact if I do not report my SPP shares before the end of the year?

If you do not respond before **December 13, 2017**, applicable wage income may not be added to your W-2 and Intel will lose out on a tax deduction.

10. How do I avoid this reporting in the future?

You will not be asked to report the status of SPP or ISO shares that are sold from or remain in your UBS One Source Corporate account during the IRS required holding period.

11. Which SPP stock shares must be reported through the Reporting Tool?

You will receive an email if your action is required. The following shares are applicable to reporting through the online tool. You will need to report whether you hold, sold, transferred, or gifted (a transfer of legal title) any of the following:

- **SPP shares** purchased from Aug. 19, 2015 to Aug. 18, 2017 that were transferred to a different broker outside of UBS Financial Services Inc.

Purchase Date	Grant Date	Grant Date FMV	Purchase Date FMV	Purchase Price	Wage Income per Share
8/18/2017	1/31/2017	\$ 37.005	\$ 35.150	\$ 29.878	\$ 5.272
2/17/2017	7/29/2016	\$ 34.760	\$ 36.290	\$ 29.546	\$ 6.744
8/19/2016	1/29/2016	\$ 30.565	\$ 35.003	\$ 25.981	\$ 9.022
2/19/2016	7/31/2015	\$ 28.945	\$ 29.020	\$ 24.604	\$ 4.416
8/19/2015	1/30/2015	\$ 33.493	\$ 28.538	\$ 24.258	\$ 4.280

12. How do I complete the online Stock Reporting Tool?

See [Instructions/Visual Guide](#).

13. How do I access the Stock Reporting Tool?

- Visit <http://www.computershare.com/DDtracking/INTC> (open with **Google Chrome** browser)
- Login using your Intel WWID and new and unique password. Your password can be found in the email you received from Services and Benefits.
- Follow the online instructions to guide you through the tool. See also [Instructions/Visual Guide](#).

14. What information do I need to complete the online tool? Where do I get this information?

If you have sold your shares, you will need the following information:

- Number of shares sold (or legal title transferred)
- Dates shares were sold (or legal title transferred)

This information is available via your broker statements, or it may be listed within your personal broker accounts online if that service is provided.

15. Do I have to use the online tool to report this information? What if I don't have easy access to a computer?

The Stock Reporting Tool simplifies the reporting process by replacing the former paper surveys. Reporting this information should take less than 15 minutes of your time. If you don't have easy access to a computer, you may contact [Get HR Help](#) or call (800) 238-0486 for assistance in reporting this information.

Impact on W-2 wage income

16. How is wage income resulting from an SPP disqualifying disposition calculated and reported on my W-2?

SPP shares
<p>Wage income is equal to the purchase date value less the purchase price multiplied by the number of shares.</p> <p><i>Note: Your stock purchase price is the lower of 85 percent of the fair market value (FMV*) of the stock on either:</i></p> <ul style="list-style-type: none"> • The grant date, or • The last business day of the subscription period. <p>*FMV for the day is determined by the average of the high and the low of the day's trading prices of Intel stock.</p>
<p>Example:</p> <p>Grant Date – Jan. 31, 2017</p> <p>Grant Date Value - \$37.005</p> <p>Purchase Date – Aug. 18, 2017</p>
<p>Purchase Date Value = \$35.150</p> <p>Purchase Price = \$29.878</p> <p>Number of Shares Purchased = 10</p>
<p>Wage income =</p> <p>$(\\$35.150 - \\$29.878) \times 10 \text{ shares} = \\52.72</p>

17. Where can I get the SPP purchase price(s) used to calculate my disqualifying disposition wage income?

SPP – [SPP Purchases Prices, Including Splits](#) (Circuit > My Benefits & Career (tab) > Compensation > Stock > Stock Purchase Plan (SPP) > SPP Purchase Prices).

18. Which stock transactions do not apply as disqualifying dispositions impacting my W-2?

- SPP or ISO shares sold after the IRS required holding period.
- Shares gifted to a spouse or former spouse in the event of a divorce.
- Shares transferred to a broker or joint tenancy.

19. Which stock transactions apply as disqualifying dispositions increasing the wage income on my W-2?

- Shares sold, donated, or gifted to a non-spouse that are within the IRS required holding period.
- SPP shares sold through QUICKSale.
- ISO Same Day Sale exercise.

20. I updated my share information last year; why am I being asked to do it again this year?

While you may have reported this information last year, Intel needs a current update of your information on file since you may have sold the shares through your personal broker. You need to report the status of your SPP shares for a two-year period.

General questions about the Stock Reporting Tool

21. Is the information on the online tool secure?

The Stock Reporting Tool provided by Computershare Limited is secure. None of the information is shared with anyone other than Intel.

22. How can I check that my share status was updated?

Return to the Summary page of the Stock Reporting Tool to view the changes you submitted.

23. Where did the information listed on the online tool regarding my shares come from?

Per Intel's established reporting processes, UBS Financial Services Inc. sends relevant stock data to Computershare. This data is used to populate the Stock Reporting Tool.

Note: SPP share sales processed through UBS Financial Services Inc. (including SPP sales via the QUICKSale process) are not listed on the online tool. The required reporting for these transactions are managed through separate processes by Intel.

24. There is a discrepancy of a few days on the transaction date(s) listed in the online tool; should I be concerned?

There may be a slight discrepancy in the transaction date listed depending on the actual processing time it takes for your transfer to be completed. The transaction date listed is the date on record at UBS Financial Services Inc. If there is a large discrepancy, contact [UBS Financial Services Inc.](#)

25. Why isn't the Stock Reporting Tool available after year-end?

Intel begins processing W-2s immediately after year-end. When you receive your email request, update the status of your shares through the online tool promptly. For urgent data discrepancy issues, contact an Employee Services representative via [Get HR Help](#).

26. Why does Computershare provide the online Stock Reporting Tool?

Computershare, Intel's share transfer agent, is responsible for issuance and tracking of shares you have purchased through Intel's Stock Option Plan or SPP program. Computershare tracks and records Intel shareholder information. Computershare manages this stock reporting for Intel. While UBS Financial Services Inc. is Intel's stock plan administrator; the functions that Computershare performs are not typical within the brokerage services at UBS.

27. How do I update my address listed on the online tool with Computershare?

Please update your address in [Workday](#).