



## General Sale of Stock Instructions

2019

In order for us to complete a sale of stock the following documentation is required. Some may not be applicable to every situation. For questions, contact VAP. Applicable documents must be completed and returned to process your request.

- Application for Sale of Common Stock
  - Will be presented to Board of Directors.
  - Board may accept or waive the right to purchase the shares at the stated price (you state your price).
  - If accepted by Board at your offered price, your account will be closed and payment will be remitted for the purchase of the shares.
  - If waived by Board, you may find another qualified, willing buyer to complete a sale at your agreed upon price. See Uniform Marketing Agreement for information regarding 'qualified, willing buyer'.
    - Once a qualified, willing buyer is secured complete the Notice and Request for Approval of Proposed Transfer of Shares.
    - See Transfer of Stock Instructions for other documentation required.
- For a list of current investors seeking to purchase stock, contact VAP.

Go to our Contact Us page for questions!