

RBC Hub

Online elections – user guide

Contents

1. Log in	3
2. Dashboards	4
3. Corporate action advanced search	6
4. View details	9
5. Submit an instruction	15
6. Defaulted instructions	25
7. Cancel instructions	26
8. Supporting documentation	29

Log in

Once logged in, you will be presented with this screen, you should then click on **Menu** on the right of the screen. Then select **Corporate Actions**.

The screenshot displays the RBC Wealth Management dashboard. On the left, there is a 'Client List' table with columns for 'Cust Number', 'Cust Name', 'Ref Number', and 'Description'. The table lists several clients, all with 'RBC JSY' as the Ref Number and 'RBC CI' as the Description. A search bar is located at the top right of the table. Below the table, it indicates 'Total 72 Clients'. On the right side, there is a 'Menu' button with a blue 'X' icon. Below the menu button, a list of navigation options is shown, including 'Support', 'Terms & Conditions', 'File Download', 'Corporate Actions' (highlighted with a red box), 'My Messages' (with a red notification badge), 'Approvals', 'Manage My Login', 'Preferences', 'Lost or Stolen Card', 'Logout', 'Research & Insights', 'Privacy & Security', and 'RBC Wealth Management'. The 'Corporate Actions' option is the one to be selected according to the instructions.

Cust Number	Cust Name	Ref Number	Description
		RBC CI	
		RBC JSY	
		RBC JSY	
		RBC JSY	
		RBC JSY	
		RBC JSY	
		RBC JSY	

- Support
- Terms & Conditions
- File Download
- Corporate Actions**
- My Messages (1)
- Approvals
- Manage My Login
- Preferences
- Lost or Stolen Card
- Logout
- Research & Insights
- Privacy & Security
- RBC Wealth Management



Dashboards

Next you will see the dashboards. These are split into 3 sections:

Corporate Actions		
Upcoming Deadlines (Today + 4 Business Days)	4	▼
Recent Events Update (Last 5 Business Days)	5	▼
Future Events	10	▼
Advanced Search		>
Contact Us		▼

- **Upcoming Deadlines** (Today + 4 Business Days) – Events that have an uninstructed position and the deadline date / time is today or within the following 4 business days.
- **Recent Event Updates** (Last 5 Business Days) – any event that has been announced or updated in the past 5 business days.
- **Future Events** - Events that have an uninstructed position and the deadline date / time is more than the next 5 business days.


You can then select the **arrow** to expand each dashboard. The example below shows 4 events in the Upcoming Deadlines dashboard.



Menu 

Corporate Actions

[Go Back](#)

Upcoming Deadlines (Today + 4 Business Days)
4
^

Corporate Events Filter 

REF. ▼	SECURITY ▼ CORPORATE ACTION TYPE ▼	DEADLINE (UK TIME) ▼		
396925	BAE SYSTEMS ORD GBP0.025 Dividend Reinvestment	2 Apr, 2019 23:00:00	Instruct Now	View Details >
400476	TETRAGON FINANCIAL ORD N/V USD0.001 Dutch Auction	2 Apr, 2019 23:00:00	Instruct Now	View Details >
400830	CRH ORD EUR0.32 Cash Dividend	3 Apr, 2019 23:00:00	Instruct Now	View Details >
398977	NB GLOBAL FLOATING RED ORD NPV GBP Conversion	4 Apr, 2019 23:00:00	Instruct Now	View Details > 

Recent Events Update (Last 5 Business Days)
5
▼

Future Events
10
▼

Advanced Search
>

Contact Us
▼

Corporate action advanced search

You can search for Corporate Action events by clicking **Advanced Search**.

Menu 

Corporate Actions

[Go Back](#)

Upcoming Deadlines (Today + 4 Business Days)	4	▼
Recent Events Update (Last 5 Business Days)	5	▼
Future Events	10	▼
Advanced Search		>
Contact Us		▼

You can search for an event using one or a combination of the parameters below .

Corporate Actions

< Go Back Advanced Search

Event Number **1**
Type event number here

Client Number **2**
Enter client number here

Event Type **3**

Security Identifier **4**
Enter Name/Sedol

Show Cancelled/Completed **5**

Show All

Search



Corporate Actions

No Result Found

Please update your search criteria and try again.

1. **Event number** – the unique reference number of the Corporate Action.
2. **Client Number** – the customer account number
3. **Event Type** – Click on the arrow to select the Corporate Action type. i.e Dividend Reinvestment.
4. **Security Identifier** – Sedol number or name of security.
5. **Cancelled / Completed** – Click on arrow to select status of corporate action. i.e active, completed or cancelled.

For example, select Event Type – Conversion, only showing Active Events. Then Click on Search. All relevant events are displayed at the bottom of the screen. You can then click on the event you wish to view.


Menu 

Corporate Actions

[< Go Back](#)
[Advanced Search](#)

Event Number
Type event number here

Client Number
Enter client number here



Event Type
Conversion

Security Identifier
Enter Name/Sedol

Show Cancelled/Completed
Active

Search

Corporate Actions

REF. ▼	SECURITY ▼	EVENT TYPE ▼	DEADLINE (UK TIME) ▼	
371186	NB GLOBAL FLOATING RED ORD NPV GBP	Conversion	13 Nov, 2018 23:00:00	>
393441	UNILEVER NV CVA EUR0.16	Conversion	Not Applicable	>
396840	TOD'S SPA EUR2	Conversion	28 Nov, 2018 23:00:00	 >
398977	NB GLOBAL FLOATING RED ORD NPV GBP	Conversion	4 Apr, 2019 23:00:00	 >
398981	NB GLOBAL FLOATING RED ORD NPV GBP	Conversion	14 May, 2019 23:00:00	>

Page 1 of 4
< >

View Details

You can view the details of the corporate action event by clicking on **View Details** from the dashboard or by clicking on a highlighted event from the Advanced Search screen.

[< Go Back](#)

Event Details : Dividend Reinvestment, ref: 396925

Instruction Deadline
 02 Apr, 2019 23:00:00 UK Time

SEDOL
 0263494

ISIN
 GB0002634946

Security
 BAE SYSTEMS ORD GBP0.025

Indicator
 Mandatory event, instruction required

Status
 Active

Event Type
 Dividend Reinvestment

Event Information

Key Dates

Options

⚠ Disclaimer

Interpretation of eligibility and satisfaction of conditions necessary to participate in any corporate event wherein restrictions apply is the client's (and/or its investment manager's or advisor's) responsibility.

RBC cannot be held accountable for any security holding resulting from incorrect determination of eligibility & any such resultant shares which you are not eligible to hold should be disposed of accordingly.

View As PDF

Turns on this notification, in the 1st instance please

Instruct Now

The reference number of the event, Deadline date for instructions (if applicable), Sedol, Isin, Name of security, Indicator (i.e Mandatory / Voluntary or Mandatory, instruction required), Status and the type of event are all shown here.

To expand the Event Information, Key dates or Options, click on the arrows on the right.


Event Details : Dividend Reinvestment, ref: 396925
Instruction Deadline
02 Apr, 2019 23:00:00 UK Time
SEDOL
0263494
ISIN
GB0002634946
Security
BAE SYSTEMS ORD GBP0.025
Indicator
Mandatory event, instruction required
Status
Active
Event Type
Dividend Reinvestment

Event Information ^

STAMP DUTY AND COMMISSION WILL BE CHARGED AT 0.5 PCT RESPECTIVELY.
.
PLEASE NOTE THAT STOCK STANDING INSTRUCTIONS WILL NOT AUTOMATICALLY APPLY IN THIS MARKET DUE TO POTENTIAL RESTRICTIONS.

Key Dates v

Options v

 **Disclaimer**

[View As PDF](#) [Instruct Now](#)

The Options (if applicable) can be expanded to reveal further details.

Event Information

Key Dates

Options

Option - 001 Cash [Default]

* Please note: this is the default option

Deadline Date

2 Apr, 2019 23:00:00 UK Time

Additional Information

PLEASE BE ADVISED THIS IS AN
INDICATIVE RATE WHICH WILL BE
UPDATED UPON RECEIPT FROM OUR
AGENT.

Cash Credit Detail

Option - 002 Securities Option

⚠ Disclaimer

Interpretation of eligibility and satisfaction of conditions necessary to participate in any corporate event wherein restrictions apply is the client's (and/or its investment manager's or advisor's) responsibility.

RBC cannot be held accountable for any security holding resulting from incorrect determination of eligibility & any such resultant shares which you are not eligible to hold should be disposed of accordingly.

If you have any queries or concerns on this notification, in the 1st instance please contact your Relationship Officer.

It is the client's responsibility (or - if appropriate - the responsibility of the client's non-RBC advisor/discretionary investment manager) to review all material made available by an offeror.

View As PDF

Instruct Now

You can also scroll down the screen to the Instructions History button. (Only available for Voluntary and Mandatory, Instruction required events).

Option - 001 Cash [Default]

* Please note: this is the default option

Deadline Date


2 Apr, 2019 23:00:00 UK Time

Additional Information

PLEASE BE ADVISED THIS IS AN
INDICATIVE RATE WHICH WILL BE
UPDATED UPON RECEIPT FROM OUR
AGENT.

Cash Credit Detail

Option - 002 Securities Option

 **Disclaimer**

Interpretation of eligibility and satisfaction of conditions necessary to participate in any corporate event wherein restrictions apply is the client's (and/or its investment manager's or advisor's) responsibility.

RBC cannot be held accountable for any security holding resulting from incorrect determination of eligibility & any such resultant shares which you are not eligible to hold should be disposed of accordingly.

If you have any queries or concerns on this notification, in the 1st instance please contact your Relationship Officer.

It is the client's responsibility (or - if appropriate - the responsibility of the client's non-RBC advisor/discretionary investment manager) to review all material made available by an offeror.

Instruction History

View As PDF

Instruct Now

You can view any previously submitted or cancelled instructions and any standing instructions (if relevant).

Instruction History : Dividend Reinvestment, ref: 396925

Instruction Deadline
02 Apr, 2019 23:00:00 UK Time

SEDOL
0263494


ISIN
GB0002634946







Security
BAE SYSTEMS ORD GBP0.025

Indicator
Mandatory event, instruction required

Status
Active

Event Type
Dividend Reinvestment

Options 

Customer Name	Portfolio Name	A/C Number	Instructed Balance	Option Instructed	Date Instructed	Instructed by	Status		
A J	A J	02	001 - Cash	720	29 Mar, 2019 09:38:47	C User	Accepted		
ONE	ONE	01	001 - Cash	11800		Standing Instruction	Applied		

Click on the **arrow** to expand details of the instruction.

SEDOL
0263494


ISIN
GB0002634946



Security
BAE SYSTEMS ORD GBP0.025

Indicator
Mandatory event, instruction required

Status
Active



Event Type
Dividend Reinvestment

Options 

Customer Name	Portfolio Name	A/C Number	Instructed Balance	Option Instructed	Date Instructed	Instructed by	Status	
A J	A J -	02	001 - Cash	720	29 Mar, 2019 09:38:47	C User	Accepted	



Processing Details

Date	Status	Quantity	Processing Status	Processing Reason
29 Mar, 2019 09:40:20	720		Instruction accepted for further processing	

ONE	ONE	01	001 - Cash	11800	Standing Instruction	Applied		
-----	-----	----	------------	-------	----------------------	---------	---	--


Submit an instruction

You can click on **Instruct Now** from the Dashboard.


Menu



Corporate Actions


[Go Back](#)


Upcoming Deadlines (Today + 4 Business Days)
4


Corporate Events


Filter

REF. ▼	SECURITY ▼ CORPORATE ACTION TYPE ▼	DEADLINE (UK TIME) ▼		
396925	BAE SYSTEMS ORD GBP0.025 Dividend Reinvestment	2 Apr, 2019 23:00:00	Instruct Now	View Details >
400476	TETRAGON FINANCIAL ORD N/V USD0.001 Dutch Auction	2 Apr, 2019 23:00:00	Instruct Now	View Details >
400830	CRH ORD EUR0.32 Cash Dividend	3 Apr, 2019 23:00:00	Instruct Now	View Details >
398977	NB GLOBAL FLOATING RED ORD NPV GBP Conversion	4 Apr, 2019 23:00:00	Instruct Now	View Details > 

Recent Events Update (Last 5 Business Days)
5


Future Events
10


Advanced Search
>

Contact Us


Or, select **Instruct Now** from the event details screen.

Event Details : Dividend Reinvestment, ref: 396925

Instruction Deadline	SEDOL
02 Apr, 2019 23:00:00 UK Time	0263494
ISIN	Security
GB0002634946	BAE SYSTEMS ORD GBP0.025
Indicator	Status
Mandatory event, instruction required	Active
Event Type	
Dividend Reinvestment	

Event Information


▼

Key Dates

▼

Options

▼

 **Disclaimer**

Interpretation of eligibility and satisfaction of conditions necessary to participate in any corporate event wherein restrictions apply is the client's (and/or its investment manager's or advisor's) responsibility.

RBC cannot be held accountable for any security holding resulting from incorrect determination of eligibility & any such resultant shares which you are not eligible to hold should be disposed of accordingly.

If you have any queries or concerns on this notification, in the 1st instance please contact your Relationship Officer.

It is the client's responsibility (or - if appropriate - the responsibility of the client's non-RBC advisor/discretionary investment manager) to review all material made available by an offeror.

View As PDF

Instruction History

Instruct Now

Select the tick box next to the client account to enable the **Instruct For All** options.

Instruction Input : Dividend Reinvestment, ref: 396925

Instruction Deadline 02 Apr, 2019 23:00:00 UK Time	SEDOL 0263494
ISIN GB0002634946	Security BAE SYSTEMS ORD GBP0.025
Indicator Mandatory event, instruction required	Status Active
Event Type Dividend Reinvestment	

Options

Option - 001 Cash [Default]	▼	Instruct For All
Option - 002 Securities Option	▼	Instruct For All

Customer Name	Portfolio Name	A/C Number	Uninstructed Balance	Option	Balance to Instruct	
J	J -	000	-02 8720	▼	Enter Amount	<div>Split Instruction</div> <div><input type="checkbox"/></div>
Enter Special Instructions (350 Characters)						
A.	A	00	-02 8000	▼	Enter Amount	<div>Split Instruction</div> <div><input type="checkbox"/></div>
Enter Special Instructions (350 Characters)						

This is a quick way to submit an instruction for a client's entire position. You can click **Instruct For All**, next to the option they wish to elect for the selected client's entire position. The option and amount of shares are auto filled. Then **Submit Instruction** at the bottom of the screen.

Instruction Input : Dividend Reinvestment, ref: 396925

Instruction Deadline
02 Apr, 2019 23:00:00 UK Time

SEDOL
0263494

ISIN
GB0002634946

Security
BAE SYSTEMS ORD GBP0.025

Indicator
Mandatory event, instruction required

Status
Active

Event Type
Dividend Reinvestment

Options

Option - 001 Cash [Default]	▼	Instruct For All
Option - 002 Securities Option	▼	Instruct For All

Customer Name	Portfolio Name	A/C Number	Uninstructed Balance	Option	Balance to Instruct	
J	J	00	-02 8720	001 - Cash ▼	8720	<div>Split Instruction</div> <div> <input checked="" type="checkbox"/> </div>
Enter Special Instructions (350 Characters)						
A	A	00	-02 8000	▼	Enter Amount	<div>Split Instruction</div> <div> <input type="checkbox"/> </div>
Enter Special Instructions (350 Characters)						

Disclaimer

If we do not receive your instructions by the above mentioned deadline, the default option will be applied. We cannot therefore be held liable for any losses that may occur as a result.

Clear All **Submit Instruction**

You can also use the drop down boxes to select the option and type in the amount of shares to instruct.

ISIN GB0002634946		Security BAE SYSTEMS ORD GBP0.025	
Indicator Mandatory event, instruction required		Status Active	
Event Type Dividend Reinvestment			

Options			
Option - 001 Cash [Default]	▼	Instruct For All	
Option - 002 Securities Option	▼	Instruct For All	

Customer Name	Portfolio Name	A/C Number	Uninstructed Balance	Option	Balance to Instruct	
J	J -	001	-02 8720	<div> <input checked="" type="checkbox"/> </div>	<div> <input type="text" value="Enter Amount"/> </div>	<div> <input type="checkbox"/> </div> <div>Split Instruction</div>
Enter Special Instructions (350 Characters)				<div> 001 - Cash 002 - Securities Option </div>		
A	A	00	-02 8000	<div> <input type="text"/> </div>	<div> <input type="text" value="Enter Amount"/> </div>	<div> <input type="checkbox"/> </div> <div>Split Instruction</div>
Enter Special Instructions (350 Characters)						

When specified in the corporate action, you may be required to add additional information to the instruction. For example, beneficial owner details. Users can type the information requested into the special instruction box. In some cases the instruction cannot be submitted until Special Instructions are added.

Instruction Input : Dividend Reinvestment, ref: 396925

Instruction Deadline 02 Apr, 2019 23:00:00 UK Time	SEDOL 0263494
ISIN GB0002634946	Security BAE SYSTEMS ORD GBP0.025
Indicator Mandatory event, instruction required	Status Active
Event Type Dividend Reinvestment	

Options

Option - 001 Cash [Default]	▼	Instruct For All
Option - 002 Securities Option	▼	Instruct For All

Customer Name	Portfolio Name	A/C Number	Uninstructed Balance	Option	Balance to Instruct	
J	J	00 -02	8720	001 - Cash ▼	45	Split Instruction
<div>This is a test for adding narrative to special instructions</div>						
A	A	00 02	8000	▼	Enter Amount	Split Instruction
Enter Special Instructions (350 Characters)						

⚠ Disclaimer

If we do not receive your instructions by the above mentioned deadline, the default option will be applied. We cannot therefore be held liable for any losses that may occur as a result.

Clear All

Submit Instruction

- You are not able to add special instructions to 'Take No Action' options.
- When User is satisfied with the instruction, click **Submit Instructions**.

You can split instructions, for example elect part of their position for option 001 cash and the remaining position to option 002 stock.



Instruction Deadline 02 Apr, 2019 23:00:00 UK Time	SEDOL 0263494
ISIN GB0002634946	Security BAE SYSTEMS ORD GBP0.025
Indicator Mandatory event, instruction required	Status Active
Event Type Dividend Reinvestment	

Options					
Option - 001 Cash [Default]	▼	Instruct For All			
Option - 002 Securities Option	▼	Instruct For All			

Customer Name	Portfolio Name	A/C Number	Uninstructed Balance	Option	Balance to Instruct	
J	J	00 02	8720	001 - Cash ▼	720	Split Instruction
Enter Special Instructions (350 Characters)						
J	J	00 02	8720	002 - Securities Option ▼	8000	Remove Instruction
Enter Special Instructions (350 Characters)						
A	A	00 02	8000	▼	Enter Amount	Split Instruction
Enter Special Instructions (350 Characters)						

- Select Split Instruction and another instance will be created and you can split the amounts of shares between two (or more) options.
- You can select Split Instruction multiple times to create as many instances of the client instruction as you require.
- To remove the instances of the client instruction, click Remove Instruction.
- Then Submit Instruction.

Once the instruction is submitted, you will be presented with the below Instruction Input Summary screen.



Menu 

Instruction Input Summary


[< Go Back](#)

Instruction Input Summary : Dividend Reinvestment, ref: 396925

Instruction Deadline	SEDOL
02 Apr, 2019 23:00:00 UK Time	0263494
ISIN	Security
GB0002634946	BAE SYSTEMS ORD GBP0.025
Indicator	Status
Mandatory event, instruction required	Active
Event Type	
Dividend Reinvestment	

Options 

Customer Name	Portfolio Name	A/C Number	Uninstructed Balance	Option	Balance to Instruct	Special Instructions
J	J	00 -02	8720	001 - Cash	20	

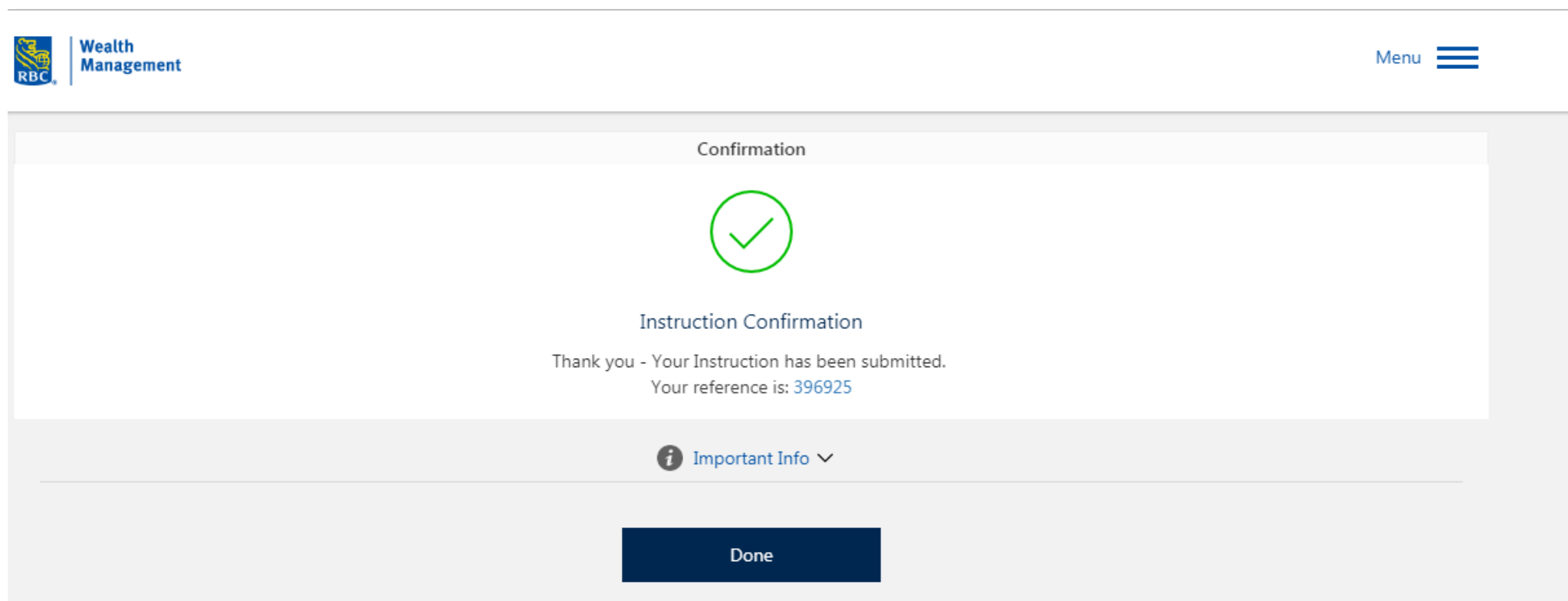
 **Disclaimer**



If we do not receive your instructions by the above mentioned deadline, the default option will be applied. We cannot therefore be held liable for any losses that may occur as a result.

Confirm Instruction

If you are satisfied with the instruction, click **Confirm Instruction**. Alternatively, you can click **Go Back**, to return to previous screen.

Once the Instruction is confirmed, you will see the below confirmation screen. Select Done to return to the Instruction History of the Event.





Menu 




Instruction History

[Go Back](#)

Instruction History : Dividend Reinvestment, ref: 396925



Instruction Deadline	02 Apr, 2019 23:00:00 UK Time	SEDOL	0263494
ISIN	GB0002634946	Security	BAE SYSTEMS ORD GBP0.025
Indicator	Mandatory event, instruction required	Status	Active
Event Type	Dividend Reinvestment		

Options 

Customer Name	Portfolio Name	A/C Number	Instructed Balance	Option Instructed	Date Instructed	Instructed by	Status	<input type="checkbox"/>	
J	J	000	-02	001 - Cash	20	1 Apr, 2019 12:36:57	C User	Accepted <input type="checkbox"/>	
A	A	000	02	001 - Cash	720	29 Mar, 2019 09:38:47	C User	Accepted <input type="checkbox"/>	
ONE	ONE	000	01	001 - Cash	11800		Standing Instruction	Applied <input type="checkbox"/>	

Cancel Instruction

Defaulted instructions


 Menu 






Instruction History

[Go Back](#)

Instruction History : Dividend Reinvestment, ref: 396925

Instruction Deadline 02 Apr, 2019 23:00:00 UK Time	SEDOL 0263494
ISIN GB0002634946	Security BAE SYSTEMS ORD GBP0.025
Indicator Mandatory event, instruction required	Status Active
Event Type Dividend Reinvestment	


Options 

Customer Name	Portfolio Name	A/C Number	Instructed Balance	Option Instructed	Date Instructed	Instructed by	Status	<input type="checkbox"/>	
J	J	00	-02	001 - Cash	8700	2 Apr, 2019 23:00:00	Defaulted	Accepted	<input type="checkbox"/> 
A	A	00	-02	001 - Cash	8720	2 Apr, 2019 23:00:00	Defaulted	Accepted	<input type="checkbox"/> 
A	A	00	-02	001 - Cash	720	1 Apr, 2019 13:57:03	C User	Cancelled	<input type="checkbox"/> 
J	J	00	-02	001 - Cash	20	1 Apr, 2019 12:36:57	C User	Accepted	<input type="checkbox"/> 
ONE	ONE	00	01	001 - Cash	11800		Standing Instruction	Applied	<input type="checkbox"/> 

[Cancel Instruction](#)

- Client positions on Voluntary and Mandatory, Instruction Required events that are uninstructed at the instruction deadline date and time will have the default instruction applied automatically. Once the default instruction is applied to the client's account, it will disappear from the Upcoming Deadlines Dashboard as now fully instructed. The event can still be viewed from the Advanced Search.
- To view defaulted instructions, click on Instruction History button in the event.

Cancel instructions


Menu

Instruction History

[Go Back](#)

Instruction History : Dividend Reinvestment, ref: 396925

Instruction Deadline
02 Apr, 2019 23:00:00 UK Time

SEDOL
0263494

ISIN
GB0002634946

Security
BAE SYSTEMS ORD GBP0.025

Indicator
Mandatory event, instruction required

Status
Active

Event Type
Dividend Reinvestment



Options

Customer Name	Portfolio Name	A/C Number	Instructed Balance	Option Instructed	Date Instructed	Instructed by	Status		
J	J	000	-02	001 - Cash	20	1 Apr, 2019 12:36:57	C User	Accepted <input type="checkbox"/>	▼
A	A	000	-02	001 - Cash	720	29 Mar, 2019 09:38:47	C User	Accepted <input checked="" type="checkbox"/>	▼
ONE	ONE	000	-01	001 - Cash	11800		Standing Instruction	Applied <input type="checkbox"/>	▼

Cancel Instruction

- You can cancel a previous submitted instruction or a Standing Instruction that has been applied to an event (providing the deadline date / time is in the future).
- Select **Instruction History** on the event, then choose the instruction they wish to cancel, by clicking on the tick box on the right. This enables the **Cancel Instruction** button.

You will then see the Cancel Instruction confirmation screen.


Menu


Cancel Instruction

[Go Back](#)

Cancel Instruction : Dividend Reinvestment, ref: 396925


Instruction Deadline	SEDOL
02 Apr, 2019 23:00:00 UK Time	0263494
ISIN	Security
GB0002634946	BAE SYSTEMS ORD GBP0.025
Indicator	Status
Mandatory event, instruction required	Active
Event Type	
Dividend Reinvestment	

Cancel Instruction:

Please check the details below and then select Confirm if you wish to submit the request to cancel an instruction.

To make a change, please select Go Back.

Customer Name	Portfolio Name	A/C Number	Option	Balance To Instruct	Special Instructions
A	A	000 -02	001 - Cash	720	

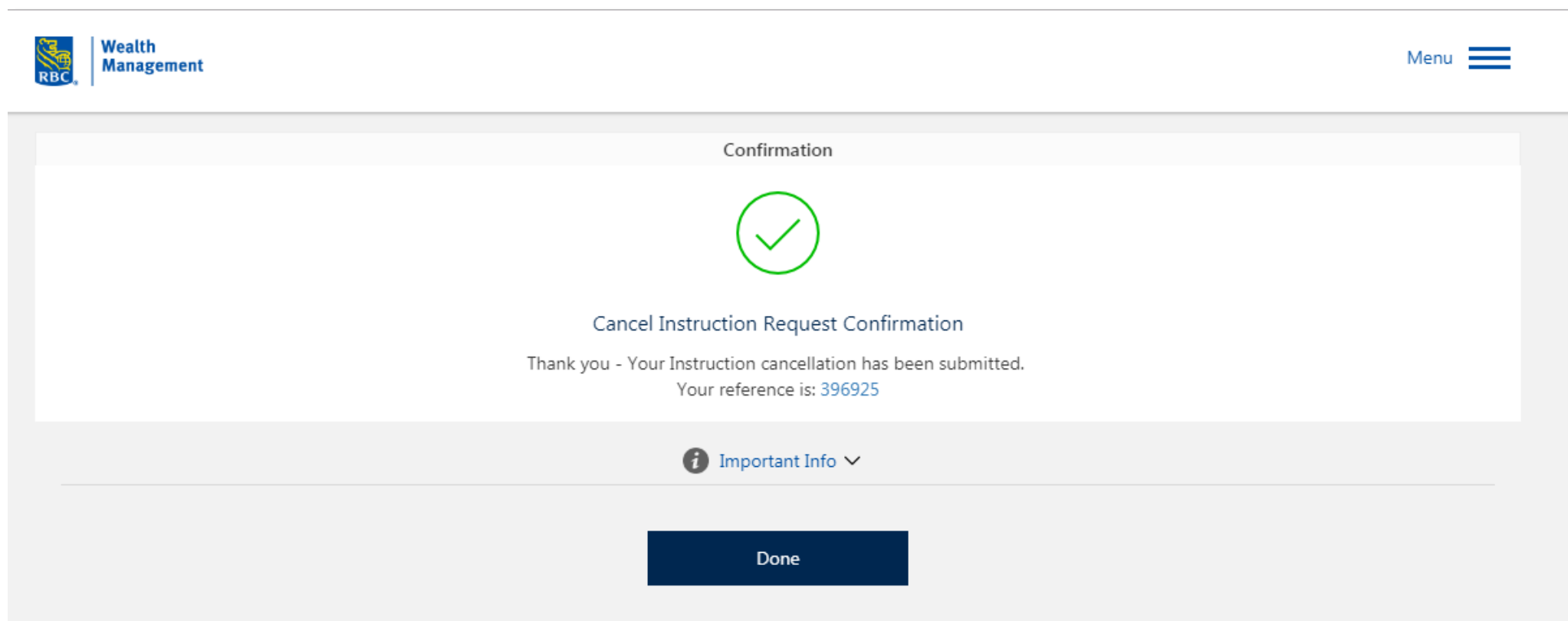
 **Disclaimer**

If we do not receive your instructions by the above mentioned deadline, the default option will be applied. We cannot therefore be held liable for any losses that may occur as a result.


Confirm



- When satisfied, click on **Confirm** to submit the cancelled instruction.
- Alternatively, select **Go Back** to return to previous screen.

You will then see the Confirmation page. Click Done and you will return to the Instructions History screen.




Supporting documentation


Events with supporting documentation have a  icon in the Dashboard or Advanced Search screen, next to the event.


Menu 


Corporate Actions


[< Go Back](#)


Upcoming Deadlines (Today + 4 Business Days) 2 


Corporate Events Filter 

REF. ▼	SECURITY ▼ CORPORATE ACTION TYPE ▼	DEADLINE (UK TIME) ▼		
400830	CRH ORD EUR0.32 Cash Dividend	3 Apr, 2019 23:00:00	Instruct Now	View Details >
398977	NB GLOBAL FLOATING RED ORD NPV GBP Conversion	4 Apr, 2019 23:00:00	Instruct Now	View Details > 



[Recent Events Update \(Last 5 Business Days\)](#) 9 

[Future Events](#) 10 

[Advanced Search](#) 

[Contact Us](#) 

Select **View Details** to see the following screen. Then click **View Event Documentation**.



Menu 


Event Details


[< Go Back](#)


Event Details : Conversion, ref: 398977

Instruction Deadline 04 Apr, 2019 23:00:00 UK Time	SEDOL B3KX4Q3
ISIN GG00B3KX4Q34	Security NB GLOBAL FLOATING RED ORD NPV GBP
Indicator Voluntary event, instruction required	Status Active
Event Type Conversion	View Event Documentation

Event Information 

Key Dates 

Options 

 **Disclaimer**

Interpretation of eligibility and satisfaction of conditions necessary to participate in any corporate event wherein restrictions apply is the client's (and/or its investment manager's or advisor's) responsibility.

RBC cannot be held accountable for any security holding resulting from incorrect determination of eligibility & any such resultant shares which you are not eligible to hold should be disposed of accordingly.

If you have any queries or concerns on this notification, in the 1st instance please contact your Relationship Officer.

It is the client's responsibility (or - if appropriate - the responsibility of the client's non-RBC advisor/discretionary investment manager) to review all material made available by an offeror.

You will then have access to all the supporting documentation relating to this event. Select **View** to open the document or **Close**, to return to previous screen.

×

Event Documentation				
Title	Date	File Size	Type	View Document
TEST DOC2	28/Mar/2019	118.4 KB	.pdf	View
TEST DOC1	28/Mar/2019	426.3 KB	.pdf	View

[Close](#)

