



Your Individual Account

Client Guide For Online Account Access An Investment Advisory Internet Access Product

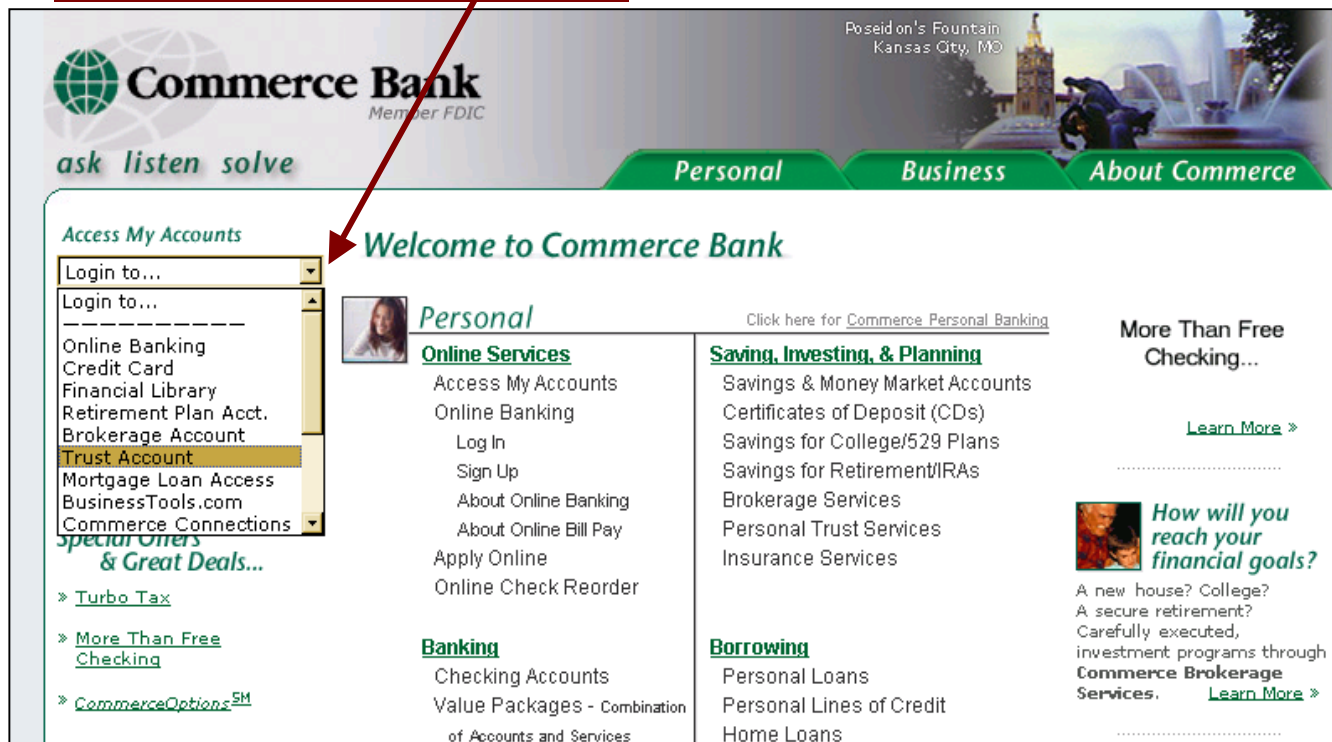
- **Online Account Access is an Internet-based tool with access to holdings and transactions.**
- **Graphical displays of summary information are available for both current and past portfolio positions.**
- **You have the ability to download details for both asset information and transactions.**
- **This tool provides you with access to client statements.**

Step 1: Go to www.commercebank.com.



Step 2:

- To access the online account access login page, click the down arrow and scroll to Trust Account and click.






For Technical Assistance Call: 1-888-345-4366, for other information contact your Account Administrator

Step 3:
 • To Access your account, click on Your Individual Account or the "Login Now" button.

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Trust Account Access

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[Enroll for your Trust Account Online Access](#)

Step 4:
 • Enter your Access ID provided in the accompanying letter, and enter your PIN, which was sent to you in a separate letter.
 • You will need to change your PIN the first time you log on by clicking on Change PIN.
 • PIN's are 6 to 8 characters (letters and/or numbers) and can be changed at the user's discretion.
 • Then click the "Log on" button.

The Commerce Trust Company Log on
 After entering Access ID and PIN click Log on


[Click to verify](#)


Access ID:
 PIN:
 Account: (optional)
☐ Change PIN

Internet account access features make use of a private network intended for authorized users only. We have confidence in the security measures we employ; however, this is not an invitation for individuals to attempt unauthorized access. We reserve the right to monitor, record and prosecute any individuals who attempt unauthorized use of this system.

Please note that, after 15 minutes of inactivity, you will automatically be logged off, and your session will end. To reactivate your session and view account information, simply log on again.

For further information or assistance, please call 1-888-345-4366 Monday through Friday from 8:00 a.m. to 4:30 p.m. Central time. Voice mail messages left during non-business hours will be returned the next business day.

To view statements, click on the Statements link. Click the View Statement button.



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Account: 42-1313-13-1 SUE SMITH REVOCABLE TRUST

Report Date: 08/01/2002 to 08/31/2002


Select the account and the date you want to view.

STATEMENTS - VIEW STATEMENT

To download and view a TrustReport .pdf statment format file for the account and report date chosen, select the view button.

Please note that in order to view the statement Adobe Acrobat Reader must be installed on your computer. If you do not have a copy of Adobe Acrobat Reader, visit <http://www.adobe.com/products/acrobat/readstep.html> to download a free copy.

To view Transaction activity, click on Transactions, then "Detail".



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Matthew Miller

Time Period: Year To Date From: To:

Select the Time Period or enter the date range, then click the Go button.

TRANSACTIONS - DETAIL

11-0003-01-9

January 1, 2002 through November 5, 2002
Filtered by: All Transactions

Date	Description	Income Cash	Principal Cash	Units	Carry Value
08/09/2002	PURCHASED 20000 SHS 08/06/02 FROM MORGAN, STANLEY @ 10.25 CISCO SYSTEMS INC	\$0.00	(\$205,000.00)	20,000.000	\$205,000.00
08/09/2002	PURCHASED 25000 SHS 08/06/02 FROM SMITH, BARNEY @ 45 HARLEY DAVIDSON INC	\$0.00	(\$1,125,000.00)	25,000.000	\$1,125,000.00
08/19/2002	RECEIVED FEDERAL INCOME TAX REFUND TAX YEAR 2001	\$0.00	\$500.00	0.000	\$0.00
08/19/2002	ACCRUED INT TO 08/19/02 PAID ON PURCHASE OF 25,000 MO ST HLTH & EDL FAC AUTH REV RFDG SISTERS MERCY HEALTH SYS A-SUBJ TO OPT SPL RDMPN-SKG FD/LOT BEG 6/1/06	(\$270.83)	\$0.00	0.000	\$0.00
08/19/2002	PURCHASED 25000 08/19/02 FROM SMITH, BARNEY @ 98.403 MO ST HLTH & EDL FAC AUTH REV RFDG SISTERS MERCY HEALTH SYS A-SUBJ TO	\$0.00	(\$24,600.75)	25,000.000	\$24,600.75
08/20/2002	ALICIA ALLISON ANDERSON DKJGSAKDLF	(\$200,000.00)	\$0.00	0.000	\$0.00
08/21/2002	MATTHEW MILLER MISCELLANEOUS DISBURSEMENT PER TRUST AGREEMENT	(\$1,175.00)	\$0.00	0.000	\$0.00
08/23/2002	PURCHASED 9144.635 SHS 08/09/02 @ 19.29 COMMERCE MIDCAP GROWTH FUND #339	\$0.00	(\$176,400.00)	9,144.635	\$176,400.00

To view Portfolio information, click on the Portfolio link.

SUE SMITH REVOCABLE TRUST Portfolio Date: November 12, 2002 Go

Select the desired Portfolio Date, then click the Go button.

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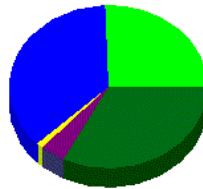
PORTFOLIO - SUMMARY

SUE SMITH REVOCABLE TRUST

42-1313-13-1

November 12, 2002
Total Market Value = \$5,011,028.12

Market Value Diversification



	Percent Market Value
CASH AND EQUIVALENTS	(0.1)%
EQUITY INVESTMENTS	25.2%
FIXED INCOME INVESTMENTS	36.5%
REAL ESTATE AND MINERALS	1.9%
NOTES AND MORTGAGES	4.3%
CLOSELY HELD	32.1%

	Market Value	Estimated Annual Income
CASH AND EQUIVALENTS	(\$2,879.62)	\$42.29
EQUITY INVESTMENTS	\$1,263,482.11	\$15,763.59
FIXED INCOME INVESTMENTS	\$1,830,769.73	\$96,069.55

Click on "Detail" to see a comprehensive listing of all assets held in the account grouped by asset type.

Account: 11-0003-01-9 ESTATE OF MATTHEW MILLER Portfolio Date: November 5, 2002 Go

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PORTFOLIO - ASSET LISTING

ESTATE OF MATTHEW MILLER

11-0003-01-9

November 5, 2002
Asset Type: All Holdings

Unit/Shares	Ticker/Security Description	Market Value	Cost Basis	Unrealized Gain/Loss	Estimated Annual Income	Yield to Market
CASH AND EQUIVALENTS						
CASH						
0.000	INCOME CASH	(\$1,201,146.80)	(\$1,201,146.80)	\$0.00	\$0.00	0.0%
0.000	PRINCIPAL CASH	(\$1,359,752.45)	(\$1,359,752.45)	\$0.00	\$0.00	0.0%
	Total CASH	(\$2,560,899.25)	(\$2,560,899.25)	\$0.00	\$0.00	
Total CASH AND EQUIVALENTS						
		(\$2,560,899.25)	(\$2,560,899.25)	\$0.00	\$0.00	
EQUITY INVESTMENTS						
COMMON STOCKS						
20,000.000	CSCO CISCO SYSTEMS INC	\$253,800.00	\$205,000.00	\$48,800.00	\$0.00	0.0%
500.000	GE GENERAL ELECTRIC CO	\$13,250.00	\$25,040.00	(\$11,790.00)	\$360.00	2.7%
25,000.000	HDI HARLEY DAVIDSON INC	\$1,338,250.00	\$1,125,000.00	\$213,250.00	\$3,500.00	0.3%
	Total COMMON STOCKS	\$1,605,300.00	\$1,355,040.00	\$250,260.00	\$3,860.00	
	Total EQUITY INVESTMENTS	\$1,605,300.00	\$1,355,040.00	\$250,260.00	\$3,860.00	
FIXED INCOME INVESTMENTS						
FEDERAL GOVERNMENT OBLIGATIONS						

For Technical assistance, call toll-free 1-888-345-4366; for other information, contact your Account Administrator.

To save information to a file for use in a spreadsheet program such as Microsoft Excel®, click on the Portfolio link to download asset information, or click on the Transaction link to download account activity information.

September 18, 2002 Go



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PORTFOLIO - DOWNLOAD

SUE SMITH REVOCABLE TRUST

42-1313-13-1

12/18/2002
Asset Type: All Holdings

Download

Click the "Download" button when you are ready to save your data to a file.

Please click the "Download" button to transfer the file. Then select the Save As option under the File menu to save the file to disk.

Account Header Record

Field Name	Field Length	Column
Account Number	9 A/N	A
Short Title	36 A/N	B
Administrative Officer	3 A/N	C
Name - List Number	7 A/N	D
Investment Officer	3 A/N	E
Alt Investment Officer	3 A/N	F

Security Detail Records

Field Name	Field Length	Column
Security Number	9 A/N	A
Description Line 1	36 A/N	B
Description Line 2	36 A/N	C

Users may change default settings using the Preferences page. Click on the link then use the "drop-down" boxes to set the defaults as you wish. Remember that changing any of the Portfolio or Transaction settings will limit the information displayed. Click on the Update button to apply changes.



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General

Initial Page: Portfolio - Prior Day

Position: Trade Date

☒ Display Business Graphics

Portfolio

Asset Type: All Holdings

View: Investment View

Transactions

Filter: All Transactions

Time Period: Prior Day

Download

Format: Comma Separated

Update

Reset

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