

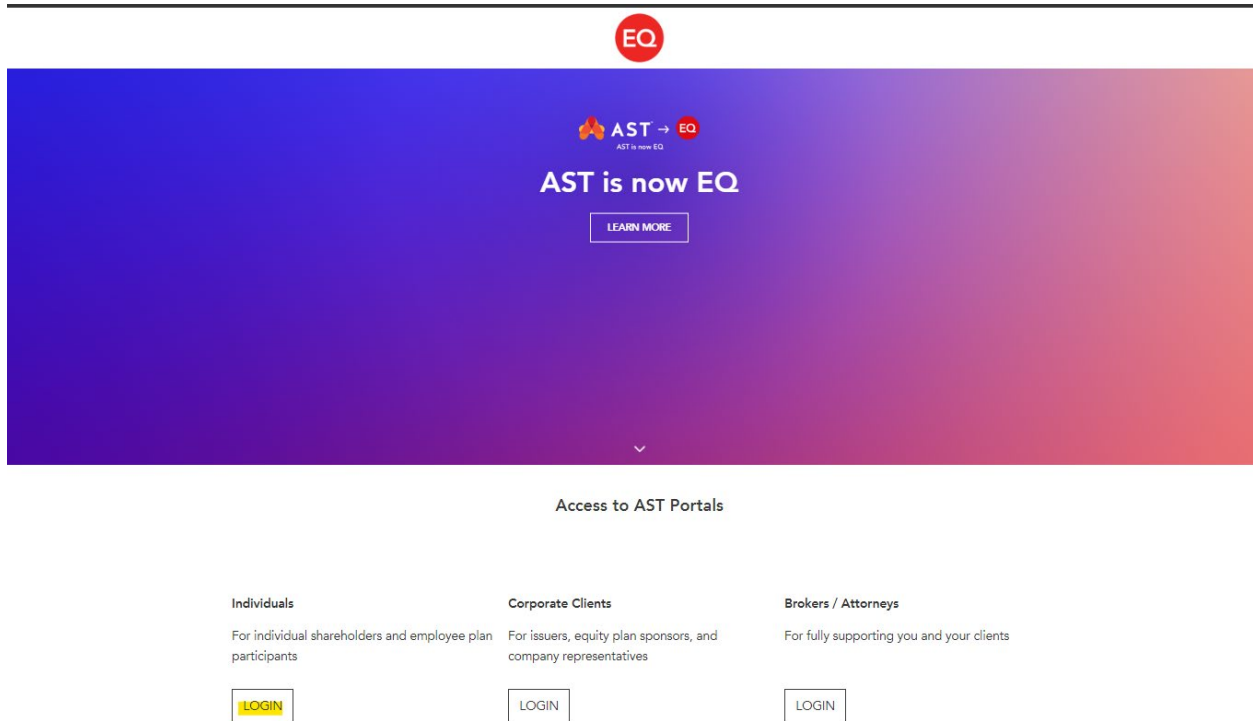
ADD or CHANGE ESPP ELECTION

Log on to EQ (formerly AST Financial) using the following link:

<https://equiniti.com/us/ast-access>

Select “Individuals”

Select “Employee Central”



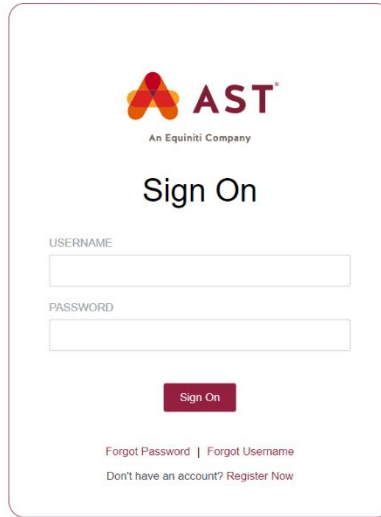
Note: First time users may register with your “Participant ID” and ticker symbol.

Your participant ID is your Employee Number located in our HRIS/Payroll system, UltiPro

Victory Capital Management’s ticker symbol is VCTR

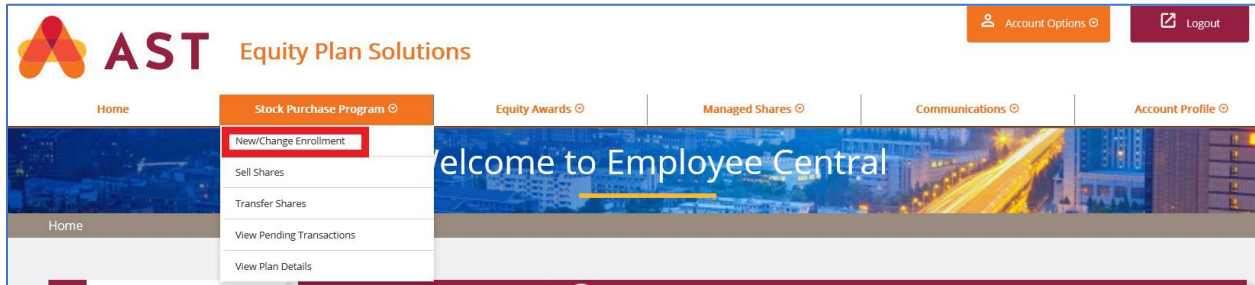
For further assistance, please contact Barbara Eno, beno@vcm.com, or Human Resources, humanresources@vcm.com

Enter your username and password and hit sign on

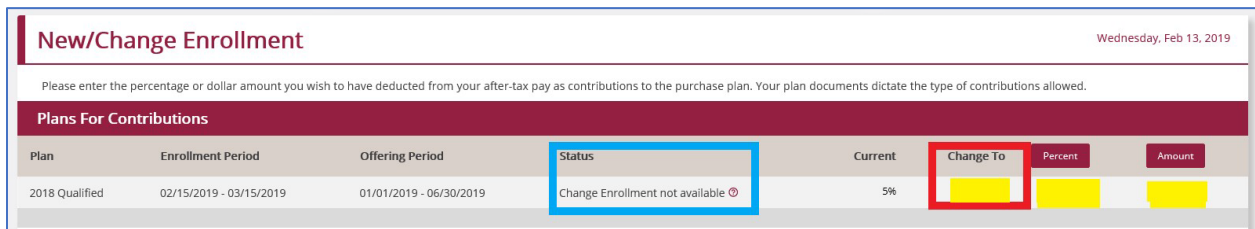


The image shows the AST Sign On page. At the top is the AST logo with the tagline "An Equiniti Company". Below the logo is the heading "Sign On". There are two input fields: "USERNAME" and "PASSWORD". A "Sign On" button is located below the password field. At the bottom, there are links for "Forgot Password", "Forgot Username", and "Don't have an account? Register Now".

Click on "Stock Purchase Program" and select "New/Change Enrollment"



To add/change elections, select the appropriate "Percent" or "Amount" box and enter your option in the "Change To" field. The Open Enrollment or Change Window is open when the status below reflects "Change Enrollment".



The image shows the "New/Change Enrollment" page. At the top, it says "New/Change Enrollment" and "Wednesday, Feb 13, 2019". Below is a message: "Please enter the percentage or dollar amount you wish to have deducted from your after-tax pay as contributions to the purchase plan. Your plan documents dictate the type of contributions allowed." The main section is titled "Plans For Contributions" and contains a table with the following data:

Plan	Enrollment Period	Offering Period	Status	Current	Change To	Percent	Amount
2018 Qualified	02/15/2019 - 03/15/2019	01/01/2019 - 06/30/2019	Change Enrollment not available	5%			

Note: when electing an amount, the value should reflect the total amount you wish to contribute in the offering period, subject to the limitations of the ESPP.

Click on "Continue"

Enter your "Password" and click "Submit"

Your enrollment in the ESPP is now complete!