

CORPORATE ACTION INSTRUCTIONS FOR METLIFE (MET) SPIN-OFF OF BRIGHTHOUSE FINANCIAL (BHF)

MetLife (MET) has completed the spin-off of Brighthouse Financial (BHF). Each MetLife shareholder will receive one Brighthouse Financial share on August 7, 2017 for every 11 shares of MetLife held as of the close of business on the record date for the distribution.



Warning

Corporate action instructions are provided as a courtesy to our clients to assist with accurate handling of performance calculations in our software. We may provide cost basis information when it is publicly available, but we do not guarantee accuracy or alignment with your custodian. For cost basis and tax reporting, you must rely on your custodian for accurate data. For more information on cost basis reporting, click [here](#).



Online

For more information regarding this action, please see:

[MetLife \(MET\) Spin Off Corporate Documentation](#)

SPIN-OFF WIZARD DETAILS

The table below contains the details you need to enter into the PortfolioCenter® Spin-Off Wizard.



Tip

1. Block any Pending, Warning, or Error interface transactions related to the corporate action before running the Spin-Off Wizard. For more information, see [Identifying Corporate Action Transactions in Interface Data](#).
2. Run the Spin-Off Wizard using the details below. For more information, see [Entering a Spin-Off Corporate Action Transaction](#).

FIELD NAME	DATA FOR THIS ACTIVITY
Spin-Off Date	08/07/2017
Security Type	Equities
Parent Company Symbol	MET
Parent Company Price Per Share	\$53.92
New Company Security Type	Equities
New Company Symbol	BHF
Percent of Cost Allocated	0.00 (Unknown)
Allocate Value the Same as Cost Basis	Unchecked

FIELD NAME	DATA FOR THIS ACTIVITY
New Company Price per Share	\$62.75
Share Distribution Ratio	0.090909
Conversion Price for Cash in Lieu For Fractional Shares	\$0.00 (Unknown)



Tip

After posting the Transaction Writer list, the shares may be unreconciled due to Cash in Lieu of fractional shares that have not been processed by the custodian. Most custodians send these transactions between one day and two weeks after the initial corporate action; they can be identified by the Notes field, which usually includes the abbreviation CIL as well as the symbol. To properly account for Cash in Lieu, edit the custodial transaction and make the following changes:

1. Change the Security Type to the proper type for the security involved, usually Equities
2. Change the activity to Sell.
3. Change the Symbol to the security symbol.
4. Enter the fractional share quantity, which can be found on the Share Reconciliation report.
5. Change the matching method to First In First Out.
6. Post the sell transaction.

After performing these steps, both shares and cash should reconcile.

For institutional audiences only.

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