EQUINIX

Enrolling for ESPP on E*Trade

Stock Services July 2017



Equinix.com

The ESPP is governed by the terms and conditions of the Equinix, Inc. 2004 Employee Stock Purchase Plan

This discussion is for general information purposes only and should not be considered as legal, accounting, or tax advice.

You should review your personal circumstances with your financial, tax and legal advisors.

Getting Started

- ESPP Enrollment opens on January 18th and July 18th
- The deadline to complete your enrollment is 5 pm (California time) on February 8th and August 8th
- You do not need an Equinix account at E*TRADE
 - One will be opened for you at the time of your first purchase
 - If you have an account through a previous employer you will not be able to use that account

Step 1:

Go to: <u>https://corpserviceshome.etrade.com/e/t/olen/OLENEsppLogin</u>

Employee Stock Pla	ans	
	Don't have a sign in? Start here. Please enter the below information so we can confirm your identity. EQIX Last Name ID Type Type Type I Continue	Enter our stock (ticker) symbol Enter your Last Name Enter your Employee ID (It's 5 digits – If you don't know it email stockadmin@equinix.com)

Hint: The E*Trade site runs better using Chrome or Firefox

Step 2: Select a challenge question and answer.

EXTRADE FINANCIAL [®] Employee Stock Plans					
Choose your langu	uage: English -				
Select a Challe	enge Question				
We'll use your response	to the Challenge Question you select to identify you when you return to this site.				
We'll use your response Select your question:	to the Challenge Question you select to identify you when you return to this site.				

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* Remember the answer to this question as you will need it to access the site should you need to make any changes

Step 3:

Act	tive Offering Periods	\$ (1)				
	Plan Name 🔺	Offering Period	Enrollment Period	Status	Current Contribution	Action
~	Equinix, Inc. 2004 Employee Stock Purchase Plan	08/15/2017 - 08/14/2019			-	_
	Purchase Date		Enrollment Period	Status	Current Contribution	Action
>	02/14/2018		07/18/2017 - 08/08/2017	Not Enrolled		Enroll

Click here to proceed

Step 4:

Enter your percentage and open the required documents

			How does ESPP enrollment work?				
1 CHANGE	ENROLLMENT	2 PREVIEW	3 CONFIRM				
ปไม Equinix	Message From Your Company ESPP Enrollment is open July 18th to August 8th The Employee Stock Purchase Plan (ESPP) gives you the opportunity to purchase Equinix common stock directly from the company at a discounted price. The plan allows you to elect a payroll deduction of 1% to 15% your gross cash compensation from your paycheck. Purchases are on February Read More						
 ESPP Enr Set contribut Plan Acknowled Equinix, Inc WW Equinix 2004 Em Equinix Non US I 	Collment ion percentage to: 0 Igement (Note: You must of ESPP Agreement ployee Stock Purchase P Enrollment and Appendix	% (Between 1% and 15%) open all documents) lan Cancel Continue	Enrollment History Plan Name Equinix, Inc. 2004 Employee Stock Purchase Plan Offering Period 08/15/2017-08/14/2019 Last Day to Withdraw 02/06/2018				

Final Step: Preview your Election

				🗢 How does	ESPP enrollr	x nent work?
1 CHANGE	ENROLLMENT	2 PREVIEW		3 CONFIR	М	
Preview E	SPP Enrollmer	nt				
Activity: Enrolled	Contribution Percentage 15 %	:				
Back					Cancel	Continue
			We'll send	l your confirmati my confirmation	on to n to a different e	email address

8

Your enrollment has been saved and you are enrolled



E*Trade Smart Alerts

E*Trade will send you a Smart Alert to the email you provided upon completion of your enrollment

* Save this email as it is your proof of enrollment

We are writing to confirm that, according to our records, you were successfully enrolled in your company's employee stock purchase plan (ESPP) online on 4:49 PM EDT on July 18, 2017.

Based on the information we received, you will be contributing 15% of each paycheck to your ESPP. The money you contribute will accrue until the stock purchase date as outlined in the ESPP plan documentation. At that time, your total contribution for the purchase period will be used to buy shares of company stock on your behalf.

You can find more information about your employee stock purchase plan, including plan documents and your contributions, online at etrade.com/enroll.

We are committed to helping you make the most of your equity benefits. If you have questions, please call us at 1-800-838-0908, 24 hours a day, weekdays (from outside the U.S., call +1 650 599 0125).

You can also log on to your account and send us a Secure Message through the Customer Service link found at the top of every page on etrade.com.

Questions?

E*Trade: 800-838-0908 or +1-650-599-0125

- Problems accessing or navigating the site
- Issues with completing the online enrollment

Stock Services: <u>stockadmin@equinix.com</u>

- Questions regarding the plan or enrollment
- Help with your employee ID number



WHERE OPPORTUNITY CONNECTS

Equinix.com