2023 · WHAT ISSUES SHOULD I CONSIDER REGARDING MY NON-QUALIFIED STOCK OPTIONS?



GRANT ISSUES	YES	NO	EXERCISE ISSUES (CONTINUED)	YES	NO
Do you need help understanding the options granted to you? If so, consider reviewing the company's stock plan, your grant agreement, and relevant forms used by the company (e.g., for exercising options and misc. elections).			 In addition to the potential bargain element and opportunity to share in any future stock appreciation, review the company's dividend policy. Factor in a discount if the underlying shares are not marketable. 		
Do you need help determining the tax implications at grant? Income tax is generally not due in the year of the grant, except in rare cases where the value of the option is readily ascertainable (e.g., if the option is traded on a securities exchange) or the option price is discounted.			 Do you need to assess your employer's future equity value and long-term viability? If so, be mindful of becoming overly financially dependent upon your employer (as your sole source of earned income and a potentially large percentage of your net worth). 		
Is the exercise price less than the FMV at the grant date? If so, you may have deferred compensation, subject to tax under the IRC §409A rules.			Do you need help determining the income tax implications of exercising vested options? If so, consider the following:		
 Are you subject to a vesting schedule? If so, consider the following: Monitor the expiration of relevant time periods or the achievement of performance goals that trigger or terminate your exercise rights. Note whether your options have an early exercise feature, and 			 Ordinary income tax will be due on the bargain element (i.e., the spread between the exercise price and FMV at exercise) in the year of exercise, and you will be subject to payroll taxes and income tax withholding. However, if you qualify for and timely make an IRC §83(i) election, you may be able to defer income tax for up to five years. 		
weigh the advantages and risks of exercising prior to vesting.			Are you permitted to early exercise and purchase stock before vesting?		
Will you be subject to clawback provisions?			If so, consider the following:		
 Do you need to review how termination of your employment (voluntarily or involuntarily), disability, or death might affect your interests under your plan? Be aware of rights tied to your relationship with the company, and be sure to plan around any foreseeable changes. 			 Generally, dividends will be reported as wages until vesting, and ordinary income tax will not be due at exercise. Ordinary income tax will be due on the bargain element (i.e., the spread between the exercise price and FMV at exercise) in the year of vesting, and you will be subject to payroll taxes and income tax withholding. 		
EXERCISE ISSUES	YES	NO	If you make an IRC §83(b) election within the deadline (filed with the IRS within 30 days of exercise, with notice to the company),		
 Do you need help determining the value of your interests? If so, consider the following: Compare the exercise price and the stock's current fair market 			you can accelerate the recognition of ordinary income to the year of early exercise. The IRC §83(b) election starts the capital gains holding period, and any future appreciation would be taxed as a capital gain. Future dividends will receive dividend tax treatment.		
value (FMV) to assess whether your options are "in the money" or "underwater." (continue on next column)			Do you lack the funds necessary to do a cash exercise? If so, consider whether there are viable and favorable alternatives, including borrowing, a cashless exercise, or a stock swap. Be aware of the tax consequences of these strategies.		

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SHARE OWNERSHIP & SALE OF STOCK ISSUES	YES	NO
 Do you own unvested shares due to an early exercise? If so, consider the following: You are treated like other shareholders and may receive any 		
dividends, vote (to the extent your shares are voting shares), and request company financials.		
The shares may be subject to a repurchase right if your		
employment is terminated prior to vesting. The price is generally the lower of the exercise price or the FMV at repurchase.		
Do you need help determining the basis of your shares? If so, your basis is generally the exercise (purchase) price plus any		
ordinary income reported as compensation at the time of exercise (or at vesting if you exercise early and make no IRC §83(b)		
election).		
 Do you need help understanding the tax consequences of the sale of shares acquired through your options? If so, consider the following: If you sell the shares within one year after the exercise date, you will recognize short-term capital gains or losses. If you sell the shares more than one year after the exercise date, you will recognize long-term capital gains or losses. When you exercise vested options, your holding period begins the following day. For early exercise, your holding period begins when the stock vests, unless you make an IRC §83(b) election within the deadline, which starts the holding period the day after 		
the stock is transferred.		
> Does the company require preclearance or have blackout or window periods that might affect your ability to trade your shares?		



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Shea Newton, President

shea@financialjourneyllc.com | 202-731-1266 | www.financialjourneyllc.com