



# Reviewing Your Investment Account Statement and Online Information

With CNB's online **Investment Account View** you can access copies of current and previous statements, as well as up-to date holdings and account activity with **Portfolio Review**. This guide provides an overview of your statements (printed and online) and online information available through [services.cnb.com](http://services.cnb.com).

## Viewing Your Statement Online

Click Here for the latest Quarterly Newsletter providing prospectives on the economy and markets

Description of the Bond Ratings used on your statement can be obtained by clicking here

Link to Portfolio Review for current account information

Download statement holdings and gain/loss information in spreadsheet format

Account Number	Account Name	Market Value (As Of 08/19/2009) (In/Out of Account)	Statement Date	Period Covered	Relationship Contact
55667799 - Consolidated	ANOTHER SAMPLE ACCOUNT	\$14,690,642.23	9/30/2009	Monthly	
55667798	ANOTHER SAMPLE ACCOUNT	\$9,529,579.68	9/30/2009	Monthly	

Total Records: 2

NOTE: To view the Investment Statements (PDF format), you will need the free Adobe® Acrobat® Reader®. [Click here](#) to download Adobe Acrobat Reader.

NOTE: For protection of your confidential information, the browser's back button does not function in this program.

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Change the sort of your statements by Account Number, Account Name, Market Value, Period Covered

Displays your statement in PDF format

Relationship Team contact Information

Your investment statement is designed to help you quickly find information about your holdings and activity – whether you have one investment account or several.

With **Investment Account View**, you can:

- Review, download and print historical investment account statements
- Download investment holdings and gain/loss transaction information for any statement date
- Access current holdings and activity in **Portfolio Review**
- Quickly locate contact information for your Relationship team

Please ask your Relationship Team for assistance in obtaining online access. Information about logging on to [cnb.services.com](http://cnb.services.com) for the first time can be found in our Client Online Access guide.

# Reviewing Your Statement

*A note for clients with multiple investment accounts:*

If requested, your accounts are conveniently consolidated into one statement, providing both summary and individual account information. Throughout this guide, references that show how this information will be presented are labeled **“FOR CONSOLIDATED ACCOUNTS”**.



Investment Statement  
Managed Investment Account  
October 1, 2009 - October 31, 2009

Prepared for:  
SAMPLE AGENCY ACCOUNT  
HOLDING FIXED AND EQUITY ONLY

## 1 INVESTMENT STATEMENT

The statement period. These dates also appear in the footer of each page.

This statement contains information for the following account

SAMPLE AGENCY ACCT

Account Number: DEM0001

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Arrows on the Table of Contents help quickly locate summary information and important updates. Summary pages are followed by more detailed information.

MR. JOHN A. SAMPLE  
123 MAIN STREET  
ANYTOWN, ANYSTATE 12345-6789

Your Relationship Team is:

Relationship Contact  
JANE DOUGLAS 310.555.1212  
Account Manager  
MARIANNE JOHNSON (DEMO) 213.673.9202

Your Relationship Team contact information. As always, please call us with any questions you may have.

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## ACCOUNT SUMMARY

The Market Value Reconciliation outlines how the value of your account has changed during this statement period and since the beginning of the year. Income accrued, but not yet received by your account has been estimated.

The Income Summary highlights, by major category, the income added to your account during the statement period and since the beginning of the year.

### Market Value Reconciliation

	11/01/09 - 11/30/09 (\$)	CALCULATED YEAR TO DATE (\$)
Beginning Market Value	\$8,939,924.32	\$9,756,283.17
Additions	+ 5,497.19	+ 1,252,180.42
Withdrawals	- 5,497.19	- 1,182,329.42
Fees	+ 0.00	+ 0.00
Income	+ 3,656.94	+ 199,199.96
Security Transfers	- 14,314.56	+ 613,641.22
Other Activity	+ 0.00	+ 0.00
Asset Price Appreciation/Depreciation	+ 3,315,346.38	+ 1,605,637.73
Ending Market Value on 11/30/09	= 12,244,613.08	= 12,244,613.08
Estimated Accrued Income	+ 97,714.24	
Market Value + Estimated Accrued Income	= \$12,342,327.32	

### Income Summary

Income		
Dividends	\$16.31	\$38,957.02
Interest	3,640.63	160,242.94
Rental Income	0.00	0.00
Other Income	0.00	0.00
Total Income	\$3,656.94	\$199,199.96

## 2 ACCOUNT SUMMARY

The Account Summary provides a snapshot of the Market Value, Transaction and Income activity for both the statement period and year to date. If consolidated, this summarizes information for all of your investment accounts.

Beginning and ending balances, and activity for the statement period are shown in one column of this table. Another column shows year to date balances and activity. The formula shown to the left of the numbers lets you easily confirm the calculations.

### FOR CONSOLIDATED ACCOUNTS

Your second page provides an account-by-account summary of the Market Value Reconciliation table.



**ASSETS**  
Allocation and Analysis

The Asset Allocation shows the total value of broad asset categories you held for the current statement period. The accompanying pie chart illustrates the account's current asset mix. For domestic common and foreign stock, the market values are further reported by industry sector. The sector assignments may differ from specific industry assignments available through other sources.

**Asset Allocation**

ASSET CLASS	PERCENTAGE (%)	MARKET VALUE (\$)
Fixed Income	52.30	\$4,808,094.97
Equity	47.70	4,384,670.15
<b>Total Assets</b>	<b>100.00%</b>	<b>\$9,192,765.12</b>

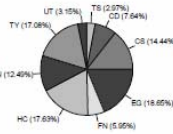
ASSET ALLOCATION



**Domestic Common & Foreign Stock Sector Analysis**

INDUSTRY SECTOR	PERCENTAGE (%)	MARKET VALUE (\$)
Materials (MI)	2.97	\$130,036.80
Telecommunications Services (TS)	7.54	334,968.00
Consumer Discretionary (CD)	14.44	633,021.65
Energy (EG)	18.65	817,729.51
Financial (FN)	5.95	260,770.29
Health Care (HC)	17.63	773,108.98
Industrial (IN)	12.49	547,650.00
Technology (TY)	17.08	749,116.92
Utilities (UT)	3.15	138,268.00
<b>Total</b>	<b>100.00%</b>	<b>\$4,384,670.15</b>

INDUSTRY SECTOR ALLOCATION



**3 ASSETS — ALLOCATION AND ANALYSIS**

This page summarizes your holdings by asset class. It also provides a sector analysis of your stock portfolio.

**FOR CONSOLIDATED ACCOUNTS**

This page is a consolidated overview of all accounts.



ASSETS | Allocation and Analysis | Continued

**Cash and Fixed Income— Effective Maturity Schedule**

TIME PERIOD	PERCENTAGE (%)	MARKET VALUE (\$)
Less than 1 Year— Cash and Securities	8.39	\$403,548.00
1 to 3 Years	21.58	1,037,584.50
3 to 5 Years	4.25	204,108.55
5 to 7 Years	9.15	441,346.37
7 to 10 Years	24.96	1,200,071.60
10 + Years	11.67	561,233.92
<b>Total</b>	<b>100.00%</b>	<b>\$4,808,094.97</b>

Weighted Average Maturity = 6.2 years

The Effective Maturity Schedule illustrates when fixed income securities are expected to mature based on expected returns of principal, not taking into account sinking funds or other call features that may result in early maturity. Cash is also included.

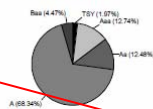
The Allocation by Quality illustrates the distribution of cash and fixed-income securities by quality rating. See further discussion under Ratings in the disclosures.

**Cash and Fixed Income— Allocation by Quality**

QUALITY RATING	PERCENTAGE (%)	MARKET VALUE (\$)
Treasury (T01)	1.97	\$94,593.00
Aaa and Cash	12.74	612,696.50
Aa	12.48	600,108.55
A	78.34	3,285,868.97
Baa	4.47	214,827.95
<b>Total</b>	<b>100.00%</b>	<b>\$4,808,094.97</b>

Weighted Average Quality = A

ALLOCATION BY QUALITY



**4 ASSETS — ALLOCATION AND ANALYSIS | Continued**

This page helps you track the status of your Cash and Fixed Income assets.

Although your Relationship Team is closely tracking maturity dates we have included this schedule to help you monitor your cash and the long and short-term availability your fixed income portfolio.

Using Moody's or S&P ratings, our allocation by quality table provides summary information about the quality of your fixed income holdings (see the Disclosures section of your statement for information about these ratings).

**FOR CONSOLIDATED ACCOUNTS**

This page is a consolidated overview of all accounts.





### REALIZED CAPITAL GAINS and LOSSES

This section details the realized capital gain or loss for assets sold and bonds matured or called. It also shows distributions paid by mutual funds that are characterized as capital gains. Because the federal cost basis used in these calculations can come from different sources and may require refinement, this information is preliminary.

TRAN DATE	ASSET ID	SHARES	PAR VALUE	DESCRIPTION	COST BASIS (\$)	PROCEEDS (\$)	SHORT TERM REALIZED GAIN/LOSS (\$)	LONG TERM REALIZED GAIN/LOSS (\$)
11/02/09	08131AA4	1,190,000.00		CHARLESTON S.C. EDUC. 4.000% 12/01/15	-1,188,512.50	1,442,218.81		254,004.31
11/02/09	911009AAS	25,000.00		10-BANCORP 3.250% 11/15/12	-25,394.50	25,527.50	163.00	
11/05/09	INTC	3,900.00		INTE CORP.COM	-98,163.00	100,980.00		2,817.00
11/05/09	481247AAJ	100,000.00		JF MORGAN CHASE 3.125% 12/01/11	-100,652.00	109,295.60	5,642.60	
<b>Totals for Period - 11/01/09 - 11/30/09</b>					<b>-1,415,693.00</b>	<b>1,678,319.91</b>	<b>\$5,805.00</b>	<b>\$256,821.31</b>
<b>Totals for the Calendar Year-to-Date</b>							<b>\$4,810.00</b>	<b>\$255,500.43</b>

## 7 REALIZED CAPITAL GAINS AND LOSSES

Individual transactions, for the period covered, are sorted chronologically by transaction date.

Items are identified as either long or short-term gain or loss.

Totals are provided to show a loss or gain for the statement period. The bottom line shows the calendar year to date value.



### TRANSACTIONS

Summary - 11/01/09 - 11/30/09

This section provides opening and closing balances for this period with a summary of the activity that affected your balances. Detailed information related to these summary items follows.

DESCRIPTION	RUNNING CASH TOTAL (\$)	COST BASIS (\$)
Beginning Balance on 11/01/09	\$1,840.25	\$10,755,507.74
<b>Additions</b>		
TRANSFER FROM INCOME	5,497.19	
<b>Total Additions</b>	<b>5,497.19</b>	
<b>Withdrawals</b>		
TRANSFER TO PRINCIPAL	-5,497.19	
<b>Total Withdrawals</b>	<b>-5,497.19</b>	
<b>Income</b>		
DIVIDENDS	16.31	
INTEREST	3,645.63	
<b>Total Income</b>	<b>3,654.94</b>	
Securities Sales	1,678,319.91	-1,415,693.00
Securities Purchases	-1,493,817.10	1,488,817.10
Security Transfers	0.00	-104,368.05
Other Activity	0.00	0.00
<b>Ending Balance on 11/30/09</b>	<b>\$0.00</b>	<b>\$10,927,263.79</b>

## 8 TRANSACTIONS — SUMMARY

This page provides a summary of the activity.

The running cash total for the statement period is shown. A Cost Basis (Federal Tax Cost) reconciliation is also provided to help with tax planning and reporting.



## 9 TRANSACTIONS — DETAIL

### TRANSACTIONS

Detail — 10/01/09 - 10/31/09

DATE	TRANSACTION DESCRIPTION	PRINCIPAL CASH (\$)	INCOME CASH (\$)	CFIP BALANCE
	Beginning Balance on 10/01/09	\$1,006,479.65	\$1,133,013.56	\$8,546,124.74
<b>Additions</b>				
	MISCELLANEOUS RECEIPT			
10/20/09	CASH RECEIPT	52,500.00		
	ADDITION TO ACCOUNT			
10/20/09	CASH RECEIPT	33,826.00		
	TRANSFER FROM INCOME			
10/20/09	CASH RECEIPT	1,161,307.23		
	<b>Total Additions</b>	<b>\$1,246,683.23</b>		
<b>Withdrawals</b>				
	ACCOUNTANT FEE			
10/20/09	CASH DISBURSEMENT	-525.00		
	TRANSFER TO OTHER ACCOUNT			
10/20/09	# DEMO002 FEE CLIENT DIRECTIVE	-15,000.00		
	TRANSFER TO PRINCIPAL			
10/20/09	CASH DISBURSEMENT		-1,161,307.23	
	<b>Total Withdrawals</b>	<b>-\$15,525.00</b>	<b>-\$1,161,307.23</b>	
<b>Income</b>				
	DIVIDENDS			
10/01/09	RUDDICK CORP COM \$0.12/SHARE ON 1,000 SHARES DUE 10/1/09		120.00	

Depending on your account type, cash transactions may be further analyzed as Principal Cash, Income Cash or Invested Income.

Transaction details are provided, grouped by the activities shown on the Transactions Summary page.

### FOR CONSOLIDATED ACCOUNTS

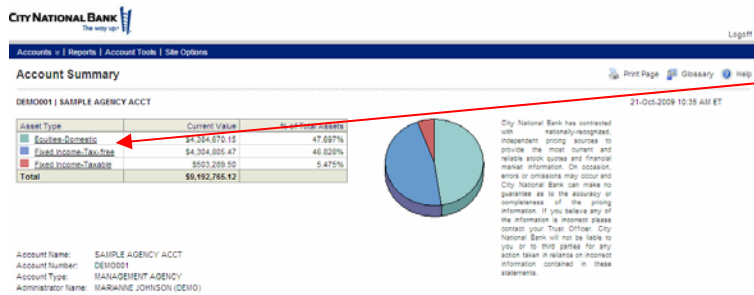
Transactions are shown by account. A sub total is provided for each account as well as an ending consolidated balance.

# Viewing Current Portfolio Information Online

The **PORTFOLIO REVIEW** link from Investment Account View provides access up-to-date and sixteen months of historical account information.

Use the pull-down menus to choose the account and the type of report you wish to view.

You select a default account or account group from the "Site Options" drop down when you first access Portfolio Review. You may change this at any time; it will be stored for your next visit.



The **ACCOUNT SUMMARY** screen gives you a snapshot of your portfolio's composition. Click on any summary category to link directly to the Investment Detail

Asset Type	Market Value	Total Cost	Unrealized Gain/Loss	Estimated Annual Income
Equities-Domestic	\$4,491,995.04	\$3,309,892.14	\$1,092,102.90	\$66,200.10
Fixed Income-Taxable	\$374,969.29	\$364,262.30	\$10,713.99	\$5,408.29
Fixed Income-Tax-Free	\$7,814,714.15	\$7,193,134.90	\$621,579.25	\$336,299.44
<b>Totals</b>	<b>\$12,361,275.48</b>	<b>\$10,927,263.79</b>	<b>\$1,424,415.14</b>	<b>\$394,977.83</b>

Asset Name	Quantity	Current Price	Market Value	Total Cost	Unrealized Gain/Loss	Estimated Annual Income
ANU-DARKO PETROLEUM CORP COM	3,400,000	64.9500	\$220,932.00	\$73,292.00	\$147,640.00	\$1,224.00
APPLE INC COM	530,000	203.2900	\$107,722.50	\$86,412.00	\$21,310.50	\$0.00
ARCH COAL RIC COM	2,400,000	23.0000	\$55,362.00	\$46,170.00	\$9,222.00	\$664.00
ARCHER DANIELS MIDLAND COM	5,500,000	32.1600	\$176,880.00	\$97,822.15	\$80,227.85	\$3,000.00
BANK OF AMERICA CORP COM	6,003,600	16.4300	\$98,636.15	\$296,197.99	(\$137,561.84)	\$240.14
BANK OF AMERICA CORP COM	1,100,000	20.4900	\$22,539.00	\$20,057.30	\$2,481.62	\$1,100.00
BP PLC SPONS ADR	2,400,000	59.3300	\$109,992.00	\$109,872.75	\$20,219.25	\$8,064.00
CDNON RIC ADR	2,700,000	39.3000	\$103,410.00	\$96,306.04	\$6,103.96	\$2,870.10

Your **INVESTMENT DETAIL** page provides both summary and specific information on each investment by asset type. Click on the Unrealized Gain/Loss value for any position to view tax lot level detail.

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The way we do it

Accounts > Reports | Account Tools | Site Options

Activity Detail

DEMO001 | SAMPLE AGENCY ACCT

Type Of Activity: Additions, Income, Other, Purchases, Sales, Withdrawals  
Data For: 10-Oct-2009 to 20-Oct-2009  
Suppressed Transactions included in report.

20-Oct-2009 4:22 PM ET

Account	Income	Other	Purchases	Sales	Withdrawals	Total
1261.693.23	1,667.00	0.00	(2,670,648.88)	236,447.69	(1,176,632.29)	(2,383,794.25)

**SUMMARY**

Date Settled	Activity Category	CUSIP	Ticker	Description	Units	Amount Per Unit	Amount	Portfolio
Pending	Purchase	461206902	IRG	PURCHASED INTUITIVE SURGICAL INC COM SETTLEMENT DATE: 03-NOV-2009 ASSET ID: 461206902	300.0000	240.0000	(\$72,000.00)	Prn.
Pending	Purchase	037933100	AAPL	PURCHASED APPLE INC COM SETTLEMENT DATE: 03-NOV-2009 ASSET ID: 037933100	430.0000	119.0000	(\$51,170.00)	Prn.
Pending	Sale	91160HAA5	UBF2212	SOLD US BANCORP 2.250% 3/13/12 SETTLEMENT DATE: 03-NOV-2009 ASSET ID: 91160HAA5	(25,000.0000)	102.1100	\$25,605.63	Prn.
20-Oct-2009	Accrued Interest	187064507	CP52111	RECEIVED ACCRUED INTEREST ON SALE OF CHICAGO ALL PUB BLDG 5.250% 12/01/11 SETTLEMENT DATE: 15-OCT-2009			\$543.00	Inc.

Your **ACTIVITY DETAIL** lists the date settled, activity category, and detailed transaction information.

The "Filter" options let you specify the type of activity, categories and date ranges (applicable to the report) you wish to see during your online sessions. Use "Temporary Options" to customize your report for the current session. "Permanent Options" save your selections for this and future sessions.

**Investment Detail Report Options -- Webpage Dialog**

### Investment Detail Report Options

Customize the view of your Investment Detail by selecting the options below

**Temporary Options**  
Selections will apply to this view only

- Cash & Equivalents (Cash&Eqv)
- Equities-Domestic (Eq-Dmstc)
- Equities-International (Eq-Intl)
- Fixed Income-Tax-free (FITxFree)
- Fixed Income-Taxable (FITxable)
- Mutual Funds (MutFd)
- Other (Other)

As Of:

**Permanent Options**  
Selections are saved after log out

**Investment Category:**

- Asset Type (Required)
- Name (Required)
- Ticker
- Ticker (append to Name)
- CUSIP
- Asset ID (append to Name)
- Quantity
- Current Unit Price
- Portfolio

**Summary Information:**

- Display Summary Totals

**Submit** **Cancel**

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Accounts > Reports | Account Tools | Site Options

Recent Activity > All Categories

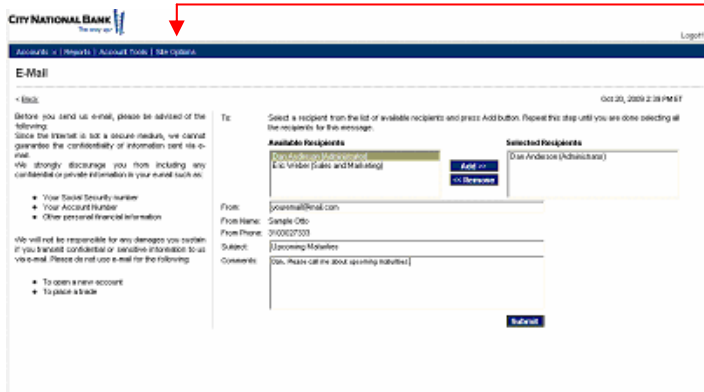
DEMO001 | SAMPLE AGENCY ACCT

20-Oct-2009 4:21 PM ET

[All Categories \(Click for activity from the last 31 days\)](#)

Date Settled	Type of Activity	CUSIP	Ticker	Description	Units	Amount Per Unit	Amount	Portfolio
Pending	Purchase	461206902	IRG	PURCHASED INTUITIVE SURGICAL INC COM	300.0000	240.0000	(\$72,000.00)	Prn.
Pending	Purchase	037933100	AAPL	PURCHASED APPLE INC COM	430.0000	119.0000	(\$51,170.00)	Prn.
Pending	Sale	91160HAA5	UBF2212	SOLD US BANCORP 2.250% 3/13/12	(25,000.0000)	102.1100	\$25,605.63	Prn.
20-Oct-2009	Deposit			CASH RECEIPT			\$1,161,307.23	Prn.
20-Oct-2009	Withdrawal			CASH DISBURSEMENT			(\$1,161,307.23)	Inc.

**RECENT ACTIVITY** shows the last five transactions within the past month. Select a category to see specific types of transactions. Select "All Categories (Click for activity from the last 31 days)" to link to the **ACTIVITY DETAIL**.



## SEND E-MAIL

To send e-mail messages to your Relationship Team, click on “Site Options” in the toolbar, then click “E-mail.” Select from the Available Recipients. *Do not use the e-mail service to transmit confidential or sensitive information or to open an account or execute trades or securities transactions.*

# Frequently Asked Questions

**Q: Where should I look on the statement if I want to see the value of my portfolio?**

**A:** The “Account Summary” (#2) provides you with this quick snapshot.

**Q: Where do I look for tax reporting on the statement?**

**A:** The “Realized Capital Gains and Losses” (#7) provides helpful tax information. You will also find tax information such as Cost Basis numbers in both the “Transactions Summary” (#8) and “Transactions Detail” (#9) sections. The Income Summary shows dividend, interest and other income received for the period and year-to-date. Please talk to your Relationship Team if you require more comprehensive tax reporting.

**Q: Using the statement, how do I confirm that a particular transaction was completed?**

**A:** You will find specific transaction information in the “Transactions Detail” section (#9).

**Q: What if I believe that an error has been made?**

**A:** If you think an error has been made, please contact your Relationship Team at (800) 708-8881.

**Q: May I place trades online using this program?**

**A:** No, trades cannot be placed or processed using this program. It is designed only for viewing account information.

**Q: Can I download current information onto a spreadsheet?**

**A:** You may download the information contained on the *Activity and Investment Detail* in Portfolio Review screens. The “Filters” allows you to design a report; downloading the data allows you to arrange the information for your use. Use the “Export” button (upper right-hand area of your screen) to download the information from the screen you are viewing. The system will create a comma-separated (csv) file, which you may save to your computer.

The *Download Holdings* or *Download Gain/Loss* links from Investment Account View will create a spreadsheet (csv) file of your holdings or gain/loss reports as of any statement ending date. Here, you can also combine this information for several accounts into one spreadsheet file before downloading.

**To contact your Relationship Team:**

(800) 708-8881

**For technical support with online services:**

(877) 442-4262

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