

SECURE EMAIL GUIDE



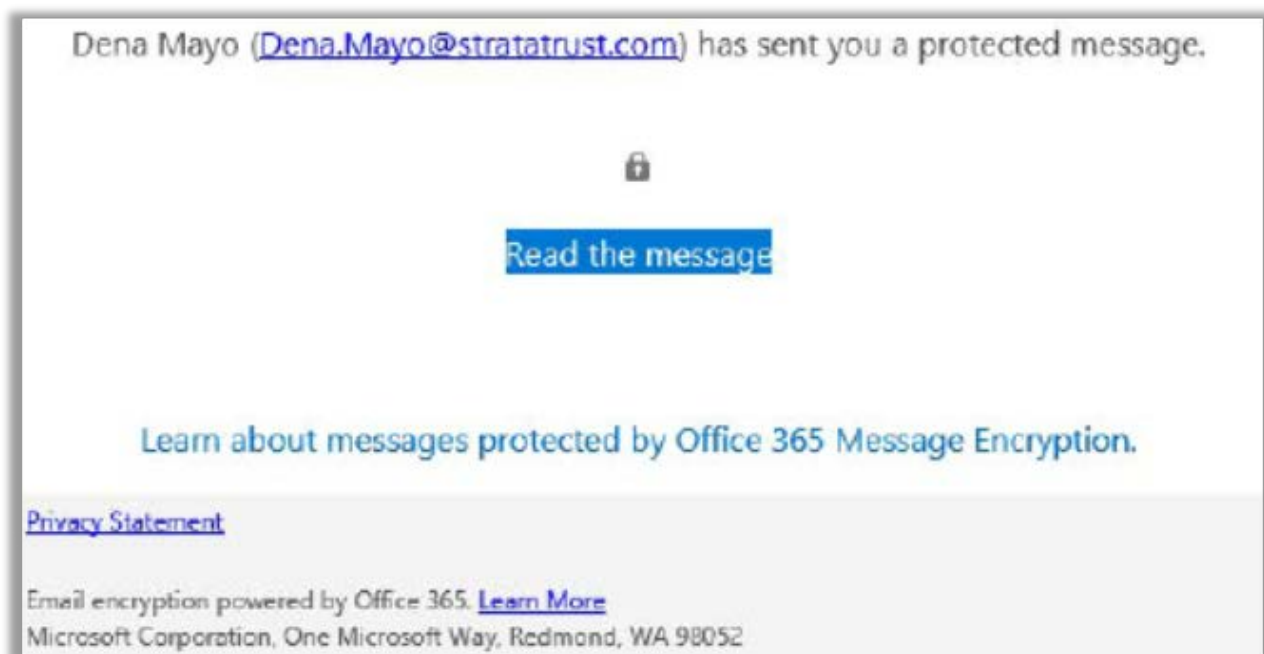
STRATA Trust Company provides a secure and encrypted email platform to any individual wishing to transfer messages and documents to STRATA securely.

The following steps outline how to open, read and reply to secure email messages.

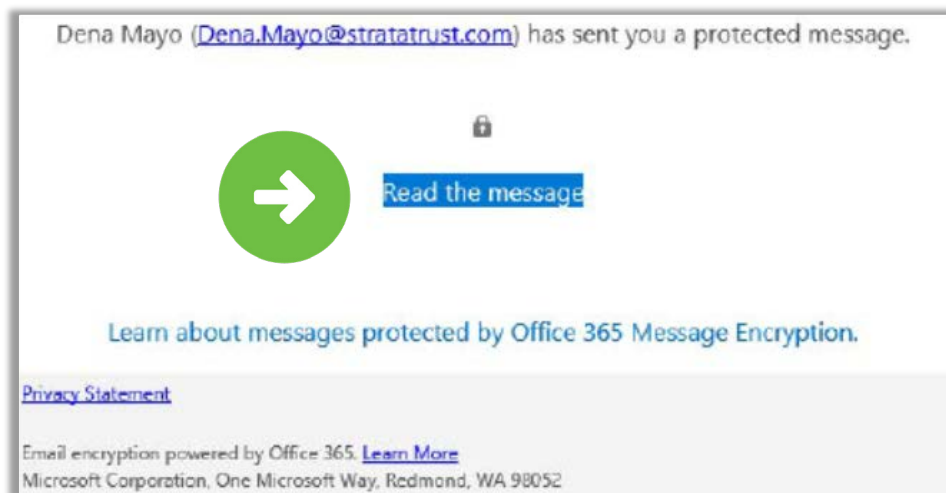
*For Customer Support or questions related to secure and encrypted emails, please send an email message to **Service@StrataTrust.com**.*

RECEIVING A SECURE MESSAGE

When the message arrives, it will look like the following:



Click "Read the message". The message will open in a separate browser window.

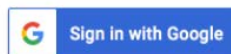


Select "Or, sign in with the one-time passcode".

Dena.Mayo@stratatrust.com has sent you a protected message



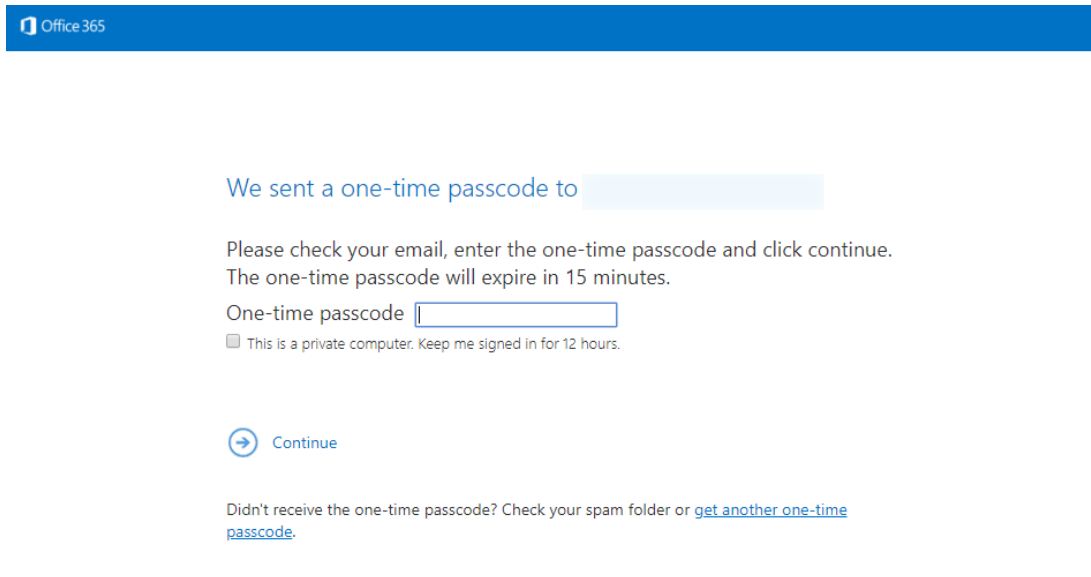
Sign in to view the message



Sign in with a One-time passcode

Need Help?

Privacy Statement

Your browser window will update to the following:


Office 365

We sent a one-time passcode to [redacted]

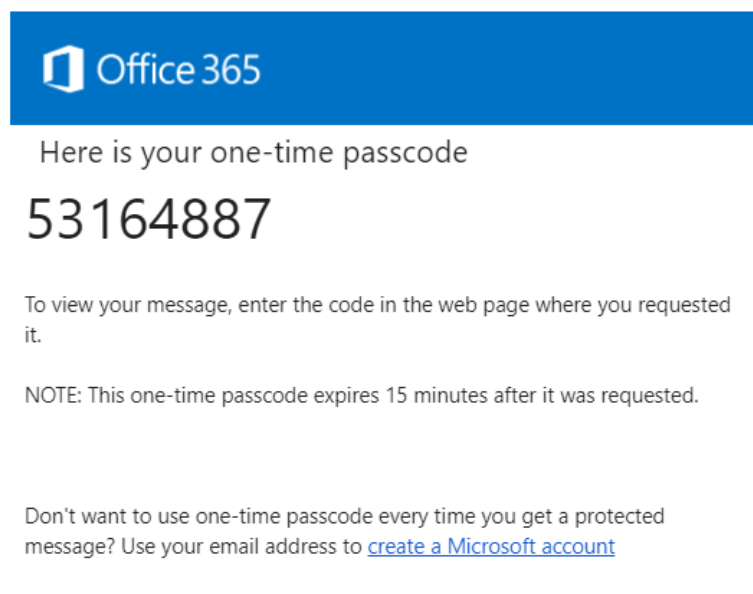
Please check your email, enter the one-time passcode and click continue.
The one-time passcode will expire in 15 minutes.

One-time passcode

☐ This is a private computer. Keep me signed in for 12 hours.

 Continue

Didn't receive the one-time passcode? Check your spam folder or [get another one-time passcode](#).

You will receive a second email with a code.

Office 365

Here is your one-time passcode

53164887

To view your message, enter the code in the web page where you requested it.

NOTE: This one-time passcode expires 15 minutes after it was requested.

Don't want to use one-time passcode every time you get a protected message? Use your email address to [create a Microsoft account](#)

Enter your code in the previous window and click **Continue**.

We sent a one-time passcode to [redacted]

Please check your email, enter the one-time passcode and click continue.
The one-time passcode will expire in 15 minutes.

One-time passcode [53164887]

☐ This is a private computer. Keep me signed in for 12 hours.

The new one-time passcode was successfully sent.


 Continue

Didn't receive the one-time passcode? Check your spam folder or [get another one-time passcode](#).

You will now be able to view your message.


Office 365 Sign Out

Secure Email Example


Melissa Briske <Melissa.Briske@stratatrust.com>
 Today, 9:49 AM
 Reply all

This message is encrypted. For help with message encryption.

This is a secure email


Melissa Briske, Marketing Director
STRATA Trust Company
 7901 Woodway Dr, Ste 400, Waco, TX 76712
 E: Melissa.Briske@StrataTrust.com
 W: StrataTrust.com/StrataTrust.com
 Give your own path to retirement.

[Click Here](#) [Buy Fund](#) [Terms](#) [Contact Us](#) [Annual Report](#) [Open An Account](#) [FAQs](#)

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Investment Products Are Risky Investments And Risk The Loss Of Your Investment
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 This message may contain confidential information, including, but not limited to, legally privileged information. If you are not the intended recipient, please notify the sender that any disclosure, copying, distribution or use of this information is unauthorized. If you are the intended recipient, please do not disclose this information to any third party.

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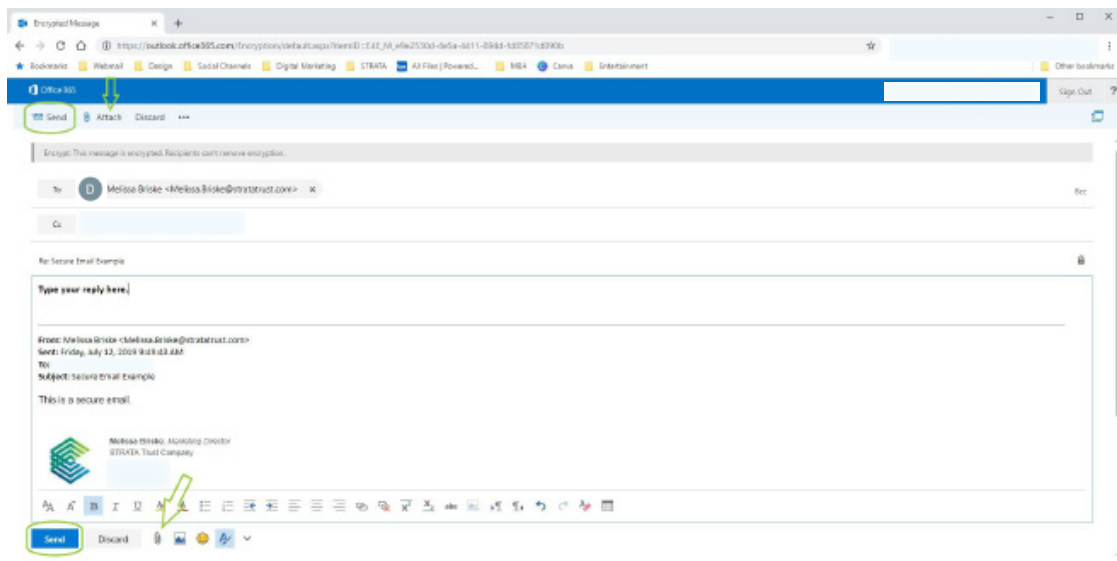
7901 Woodway Drive, Waco, TX 76712 • 866-928-9394 • Service@StrataTrust.com • www.StrataTrust.com

REPLYING TO A SECURE MESSAGE

To reply, select the "Reply all" button in the top right corner of the message.



An email reply screen will appear.



- Type your reply in the body of the email.
- To attach files, you can either choose the "Attach" option in the top menu, or you can choose the paper-clip icon in the bottom menu.
- To send your reply, you can choose the Send option in either the top or bottom menu.



STRATA

TRUST COMPANY

*Carve your own path to
retirement.*

7901 Woodway Drive
Waco, TX 76712

866.930.1323

**BusDev_Int@StrataTrust.
com**

www.StrataTrust.com

ABOUT US

STRATA Trust Company is a premier national custodian for alternative assets and non-exchange traded investments in self-directed IRAs. STRATA has been helping investors use their retirement account funds to invest since 2008.

With offices in Waco and Austin, Texas, our team's vast experience in handling the details and complexities that alternative investment transactions require is unrivaled. Our seasoned team's experience in the custody of alternative assets spans over 350 years. With a well-established reputation for honesty and integrity, STRATA is committed to delivering responsive, flexible and innovative solutions.

At STRATA, we work to ensure that the highest standards for safety and soundness are met. As a subsidiary of Horizon Bank, SSB, STRATA is a Texas-chartered trust company regulated by the Texas Department of Banking, which has long set the benchmark among state banking regulators. Strict controls are in place to ensure the safety of uninvested cash, and independent auditors are retained to conduct regular audits of our operations.

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