

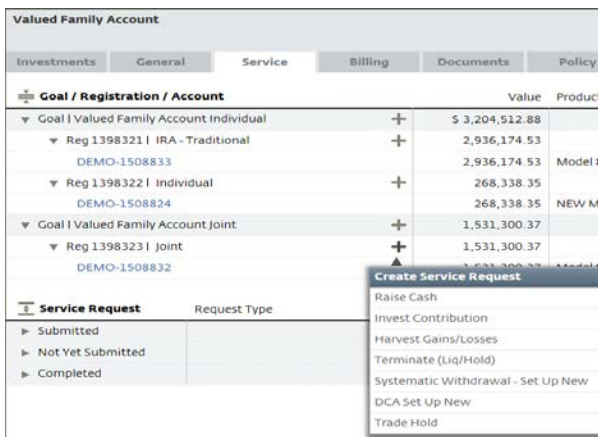
## Harvest Gains/Losses - UMA SMA FSP

1. Search for the account via quick search or Client Tab



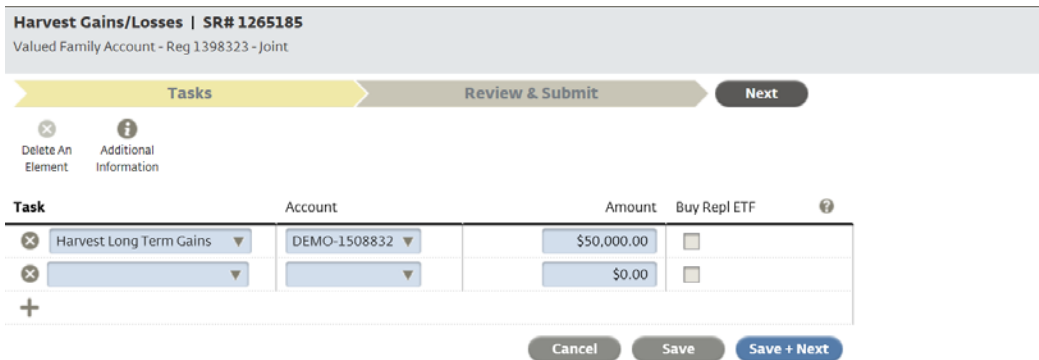
2. Navigate to the **Service Tab**

- Click the “+” icon next to the registration type
- Select **Harvest Gains/Losses**



3. Tasks: Select the Harvesting Instructions, Account #, and enter Amount

- You will see the Gain/Loss Summary below
- Check the **Buy Repl ETF** – only for harvest loss tasks. Once the harvesting period is over, the replacement ETF will be sold, and the account will be rebalanced into the current model.
- Click **Save + Next**



G/L Summary	Rlzd LT Net	Unrlzd LT Gain	Available	Unrlzd LT Loss	Available	Rlzd ST Net	Unrlzd ST Gain	Available	Unrlzd ST Loss
DEMO-1508832 (A)	\$ 30,578	\$ 138,227	\$ 165,412	\$ 4,420	\$ 4,872	\$ -59	\$ 10,420	\$ 13,854	\$ 6,540



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- 4. Review & Submit:
  - Review task
  - Click **Submit Request**

**Harvest Gains/Losses | SR# 1265185**  
Valued Family Account - Reg 1398323 - Joint

**Tasks** **Review & Submit**

Delete An Element   Column Manager   Saved Layout   Additional Information   Generate A CSV File   Manage Service Request ▾

Account	Task	Amount	Product
DEMO-1508832	Take LT Gains	\$ 50,000.00	Model #357003: Moderate

[Submit Request](#)

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- Trading Method:
  - Trade Across Registration (recommended) – Based on the registration’s goal (target allocation), the system will raise cash to bring accounts closer to target
  - Add a Note (if necessary) to the Service Request via **Manage Service Request** dropdown
  - Click **Submit Request**

**Systematic Withdrawal - Set Up New | SR# 1250938 | Amount | \$ 1,000.00**  
 Valued Family Account - Reg 1398323 - Joint

**Properties** **Review & Submit**

Delete An Element
Column Manager
Saved Layout
Additional Information
Generate A CSV File
Manage Service Request
Add Note

Investment	Value	Cash	Prot. Cash	Trade Value
▼ DEMO-1508832	\$ 1,531,300.37	\$ 38,765.59	\$ 0.00	\$ 0.00
Model #357003: Moderate	\$ 1,531,300.37			\$ 0.00

**Submit Request**

- Trade Exact Amounts per Accounts – Based on the registration’s goal (target allocation), the system will suggest trades. You may over ride the suggested amounts if there are multiple investments. Enter the specific dollar amounts to be invested in each product by filling in the Trade Value boxes via the **Edit** option. If you do not have discretion to update the trade values, then continue below.
- Add a Note (if necessary) to the Service Request via **Manage Service Request** dropdown
- Click **Continue**, then **Submit Request**

**Systematic Withdrawal - Set Up New | SR# 1250938 | Amount | \$ 1,000.00**  
 Valued Family Account - Reg 1398323 - Joint

**Properties** **Review & Submit**

Delete An Element
Column Manager
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Additional Information
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Investment	Value	Cash	Prot. Cash	Trade Value
▼ DEMO-1508832	\$ 1,531,300.37	\$ 38,765.59	\$ 0.00	\$ 0.00
Model #357003: Moderate	\$ 1,531,300.37			\$ 0.00

**Submit Request**



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