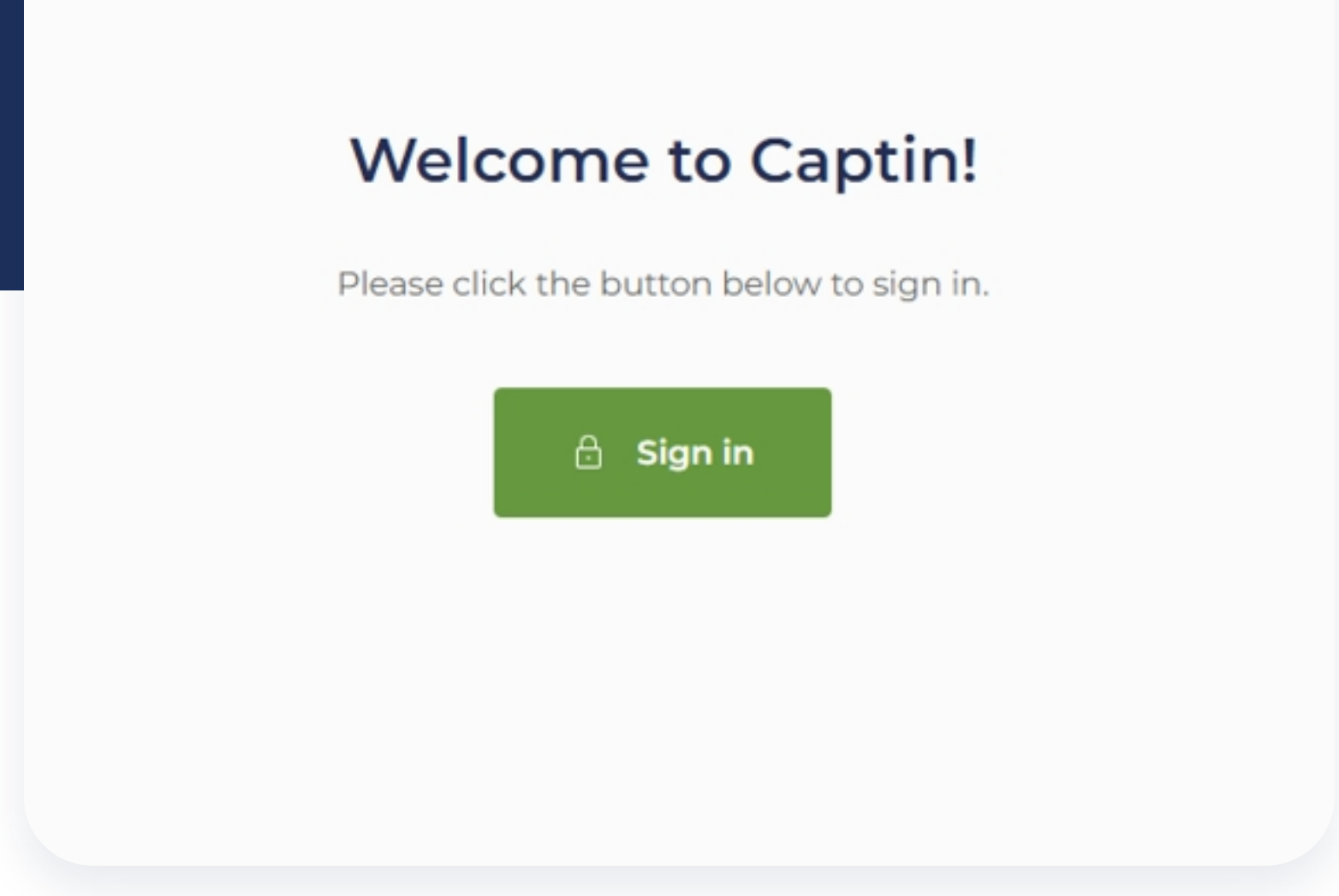


Manual

# How to trade in Triodos Bank depository receipts on the Captin trading platform

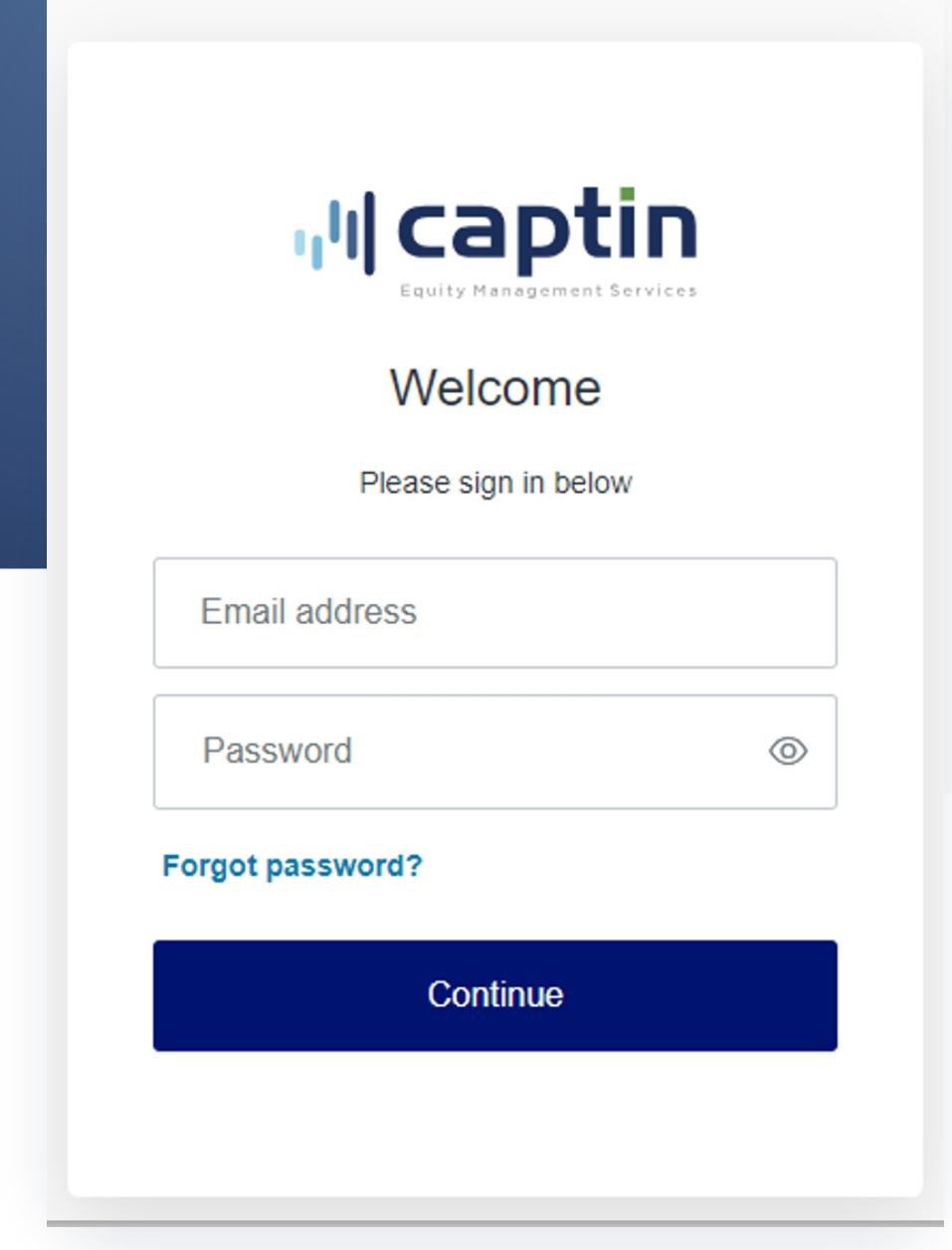
**Step 1**

If you have opened a trading account with Captin, you can log in through <https://onboarding.captin.com/login> and click [Sign in].



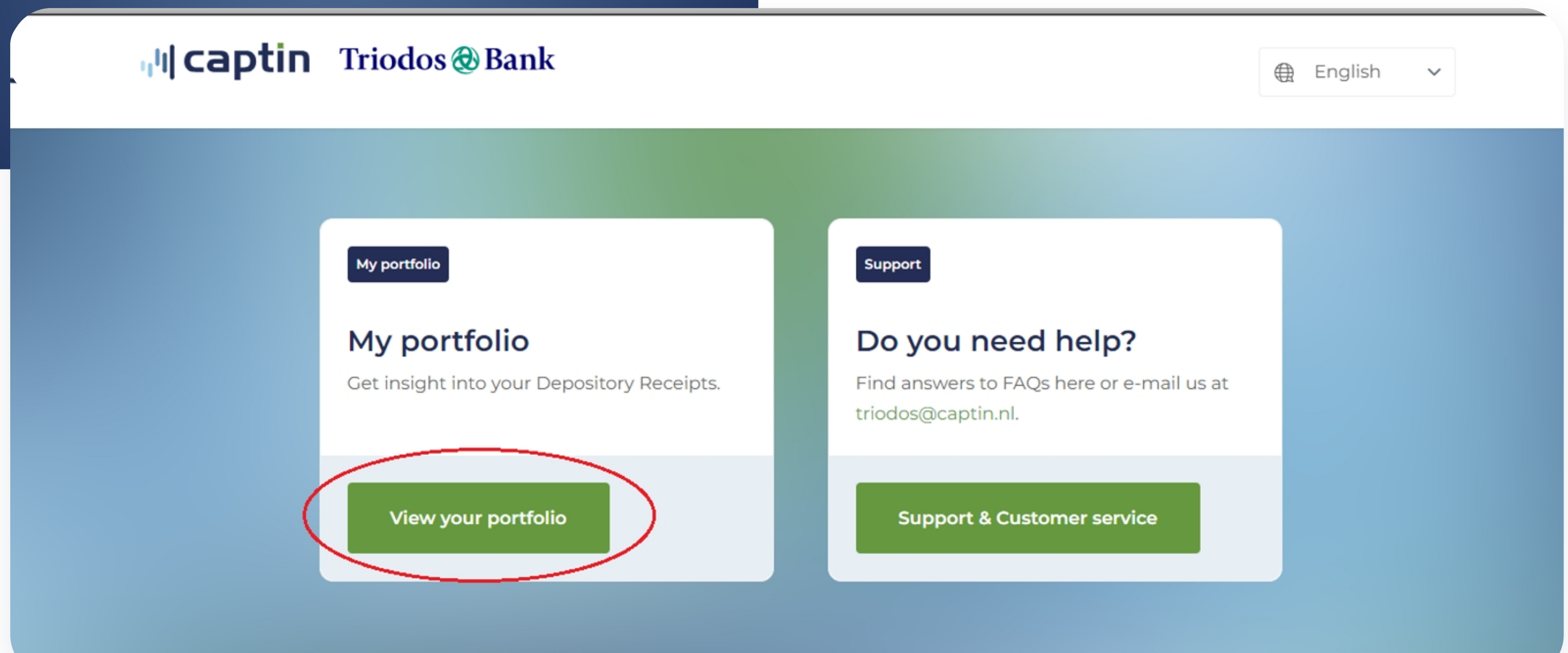
**Step 2**

Fill in your personal login details and click [Continue].



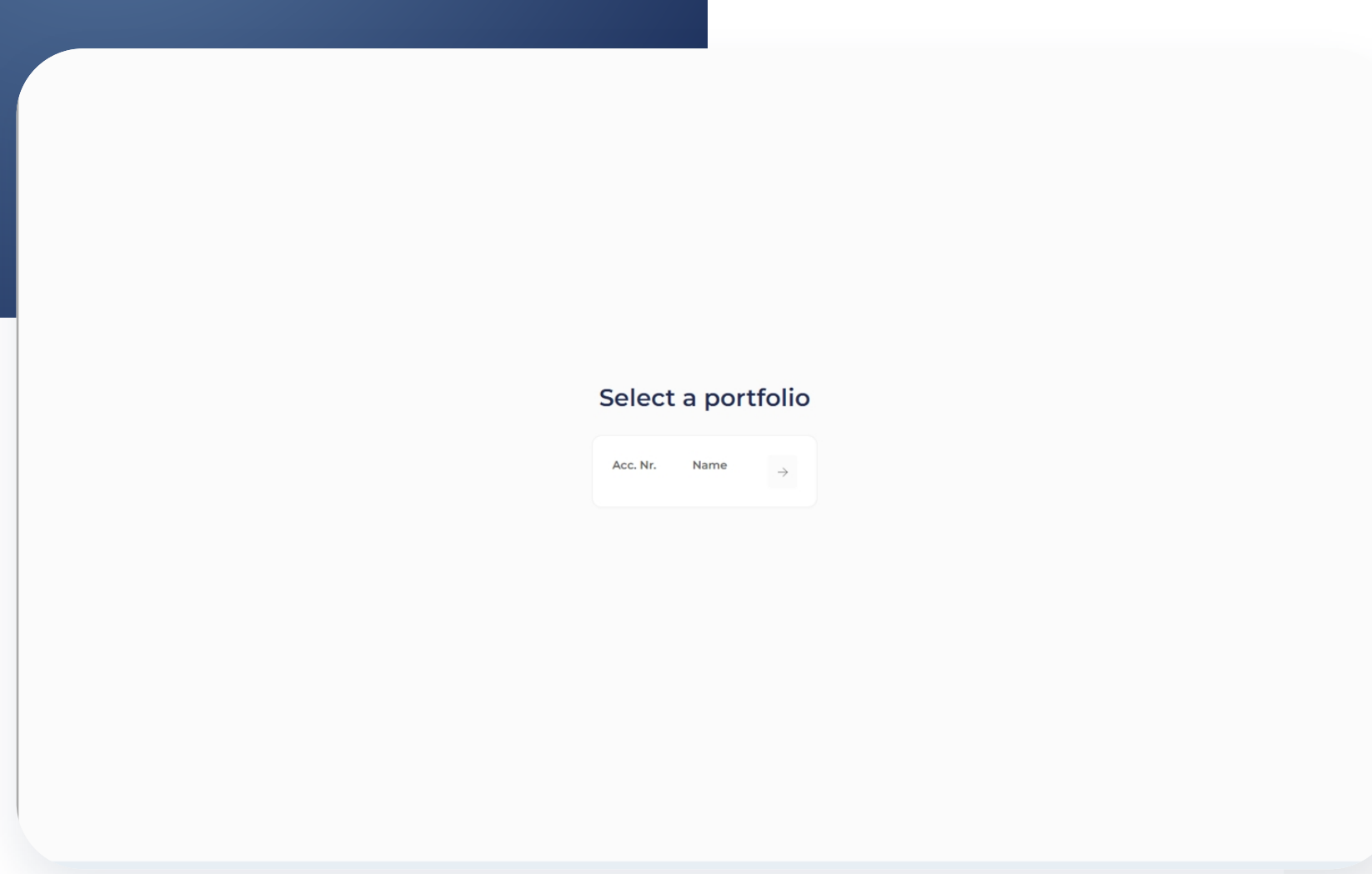
**Step 3**

Choose the option: [View your portfolio].



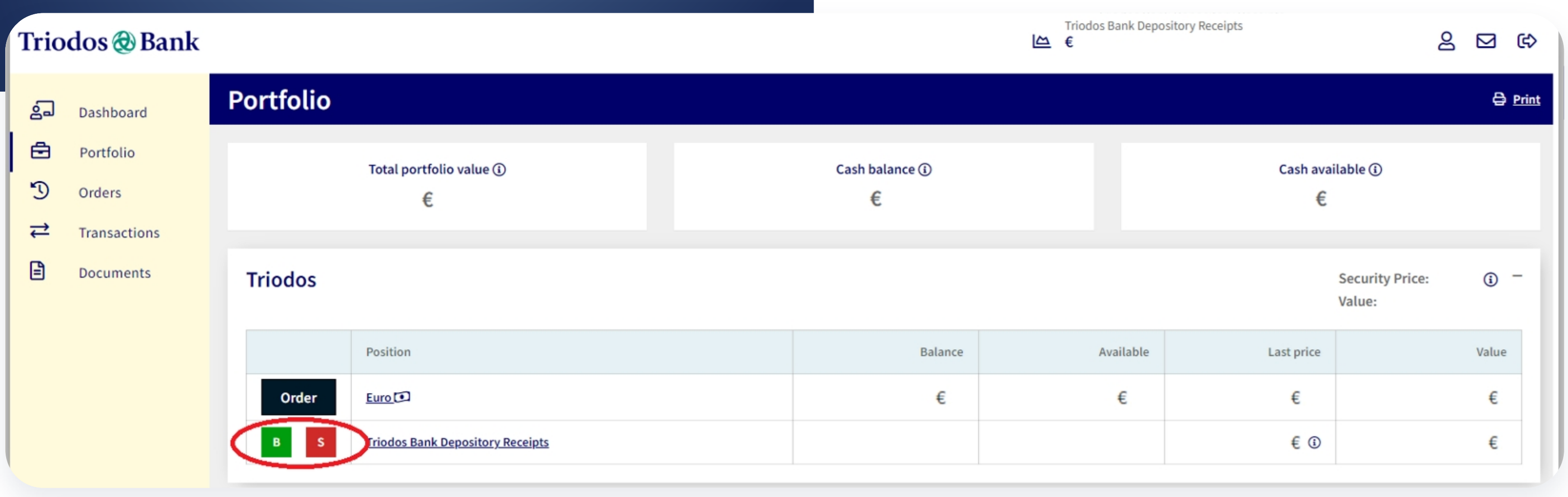
**Step 4**

Select the portfolio you want to log in to. If you have a portfolio, you select it.



**Step 5**

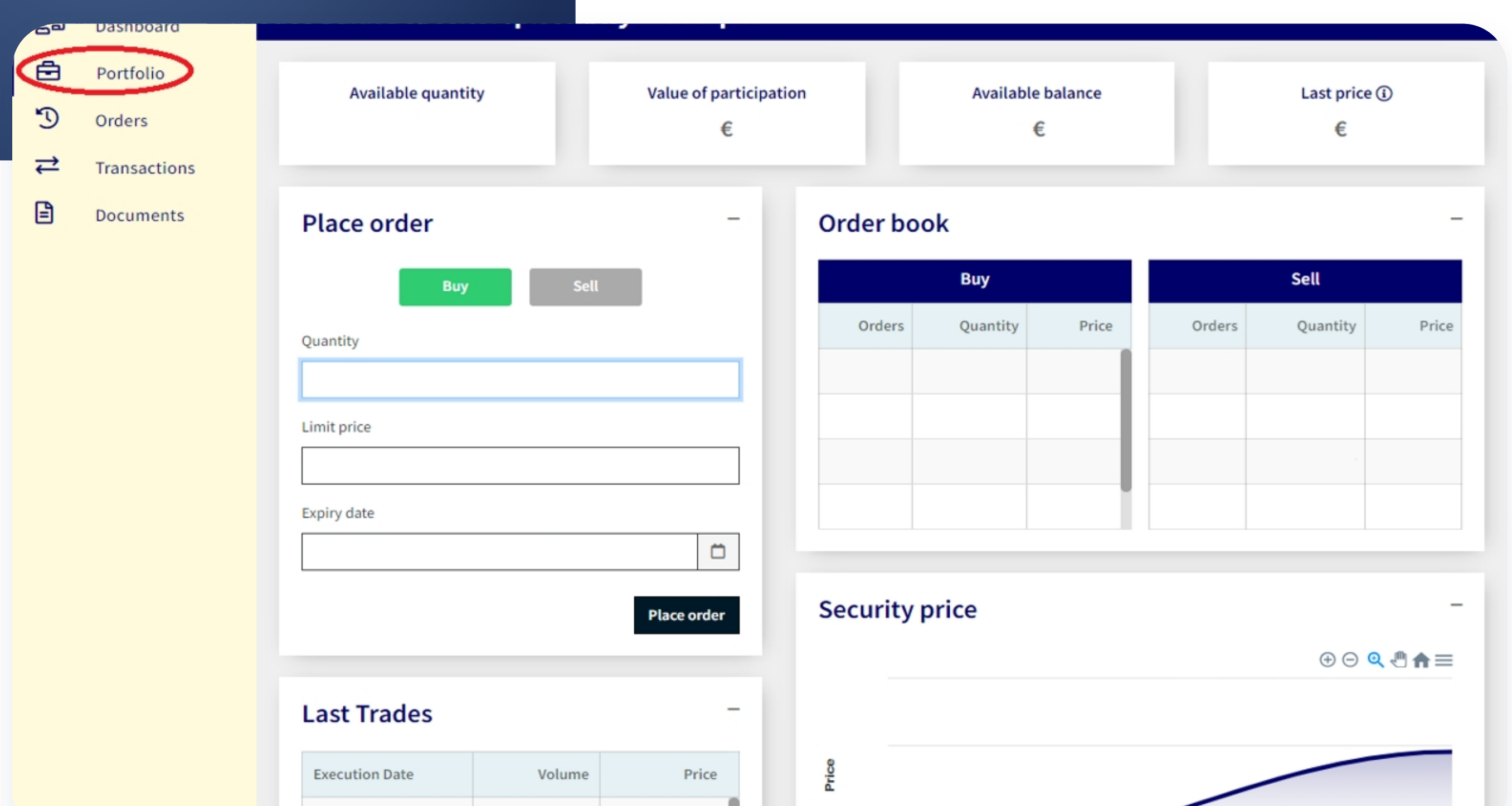
1. Click [Portfolio] in the menu.
2. Next to your Triodos Bank depository receipts, click the green button [Buy], or the red button [Sell].
3. For placing a buy order, make sure there is enough money in your trading account with Captin. [Here](#) you can read how to transfer money into your trading account.



**Step 6**

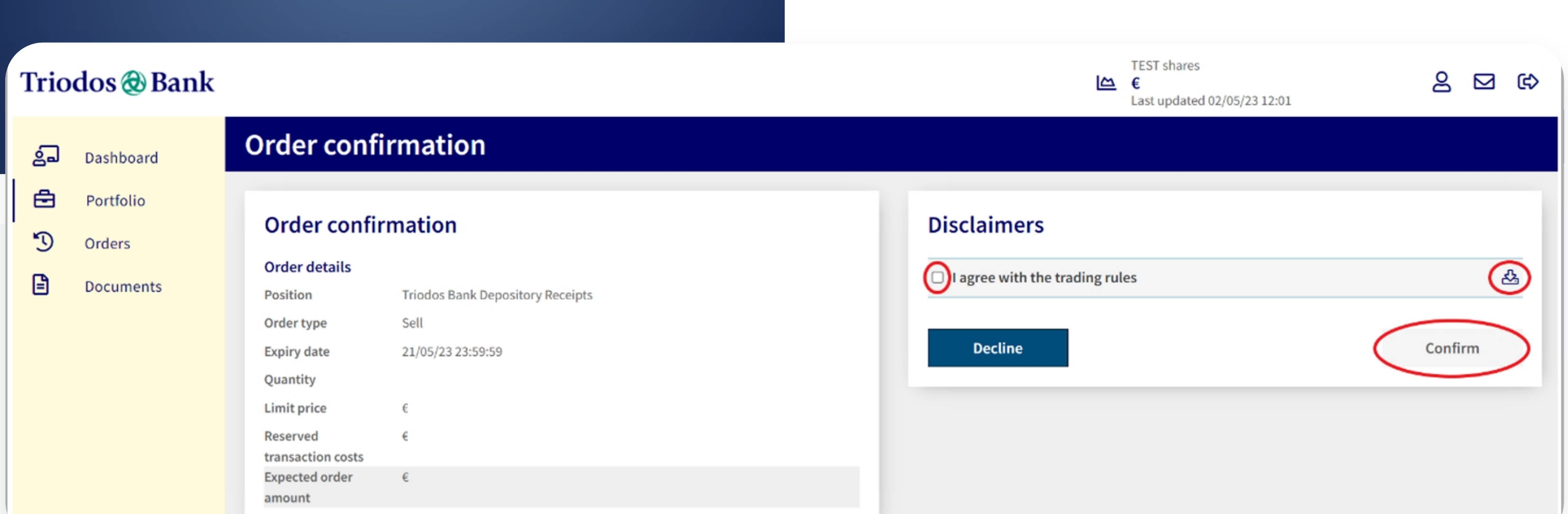
You will then enter the Triodos Bank Depository Receipt screen.

1. In the [Place order] box, you can switch the order screen between a buy or sell order at any time.
2. Under [Quantity], you fill in the number of Triodos Bank Depository Receipts.
3. Under [Limit price], you enter the maximum price (per DR) at which you wish to buy or the minimum price at which you wish to sell your Triodos Bank Depository Receipts.
4. The box [Expiry date] states a date by default, equal to the last day of the following month. It is not possible to change this date.



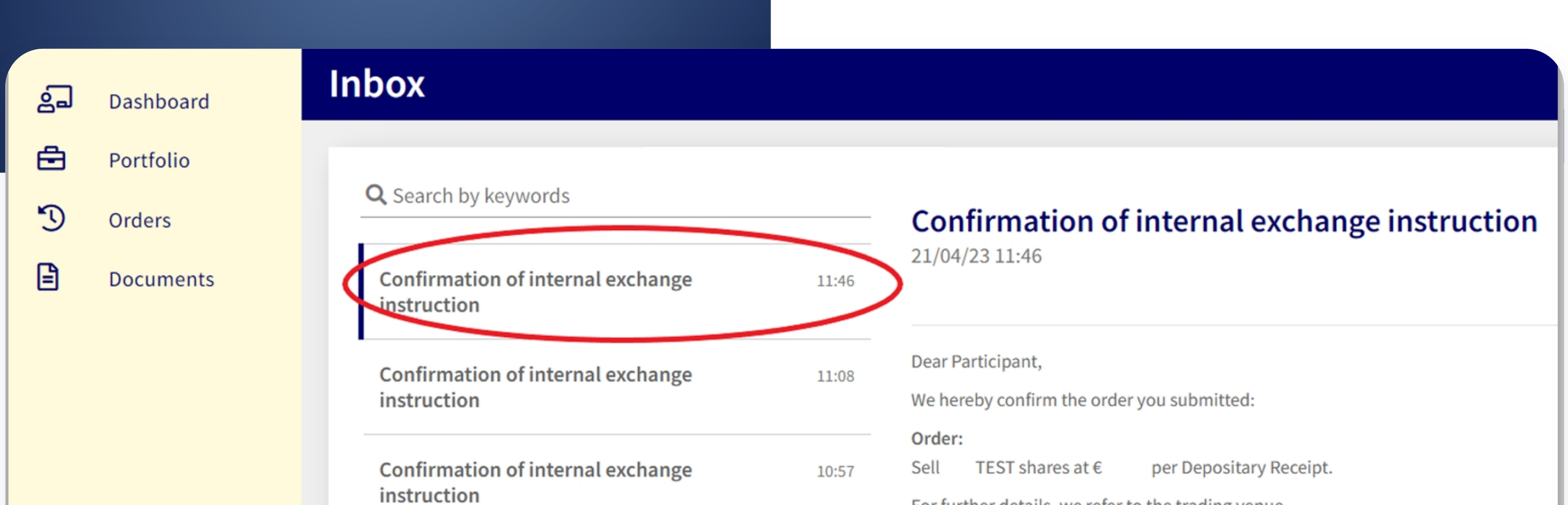
**Step 7**

Check your order once again. Now, you need to agree to the Trading Rules. To read them, they can be downloaded by clicking the download button. Check the box and click [Confirm] to finalize your order.



**Step 8**

You will receive a confirmation email in your personal Captin inbox. You will also receive this email at the email address linked to your Captin account.



**Step 9**

If you click the [Orders] button, you will see an overview of all outstanding orders. You can cancel your outstanding orders any time up to the first day of trading. This is effected by clicking the [Cancel] button.

