

# EMPLOYEE STOCK PURCHASE PLAN ENROLLMENT/MANAGEMENT INSTRUCTIONS



## PURPOSE

The **Mister Car Wash, Inc. Employee Stock Purchase Plan (ESPP)** allows employees to authorize payroll deductions to buy shares of Mister common stock. This document provides instructions for eligible team members who want to enroll in the ESPP or change their contribution amount.

### Existing Participants



If you want to change your contribution amount but *have not* activated your E-Trade account, start here on page 1.

If you want to change your contribution amount and *have* activated your E-Trade account, skip to page 4.

## PROCEDURE

### Enrolling in the ESPP or Changing Your Contribution Amount (E-Trade Account Not Activated)

Follow the procedure below to enroll in the ESPP or change your contribution amount.

1. Navigate to **etrade.com/enroll**.
2. At the login screen, complete the fields according to the example below. Note that you will need to enter your seven-digit employee ID number as your "Employee ID". Once all fields are entered, including the character match field, click "Continue".

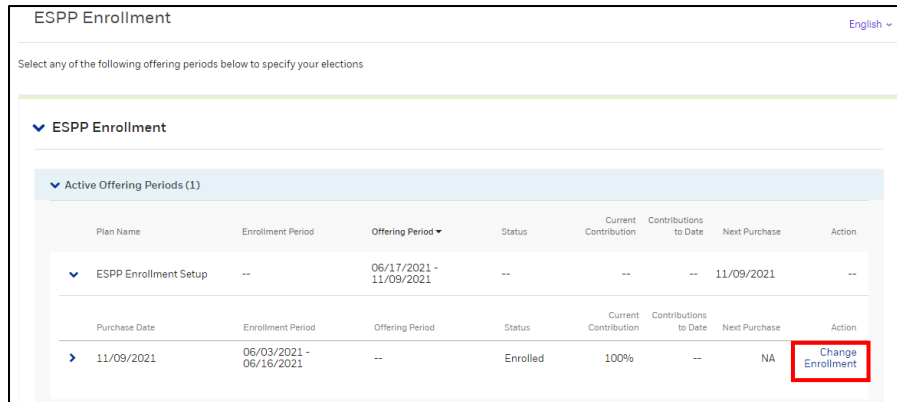
The image displays two side-by-side screenshots of the E-Trade 'Employee Stock Plans' enrollment page. The left screenshot shows the initial form with the following fields: 'Company ticker symbol', 'Last Name', 'ID Type' (dropdown), and a character match field. The right screenshot shows the same form filled out with example data: '.MCW', 'Doe', 'Employee ID' (dropdown), '1234567', and 'ixhst'. Red arrows point from the left form to the right form, indicating the flow of data entry.

- Existing participants:** You will be asked to answer the challenge question you set up during initial enrollment. Enter your answer and click “Continue”.

**First-time participants:** Select a challenge question and enter your answer. Remember your answer for future logins.



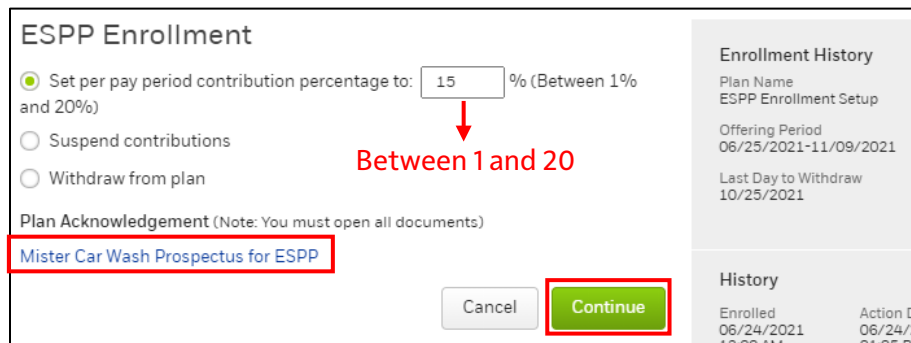
- On the next screen, click “Change Enrollment”.



Plan Name	Enrollment Period	Offering Period	Status	Current Contribution	Contributions to Date	Next Purchase	Action	
ESPP Enrollment Setup	--	06/17/2021 - 11/09/2021	--	--	--	11/09/2021	--	
	Purchase Date	Enrollment Period	Offering Period	Status	Current Contribution	Contributions to Date	Next Purchase	Action
	11/09/2021	06/03/2021 - 06/16/2021	--	Enrolled	100%	--	NA	<a href="#">Change Enrollment</a>

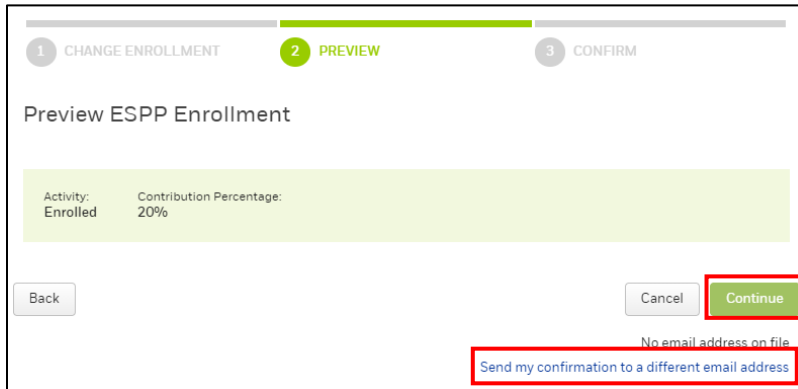
- Existing participants:** Enter the pay percentage you want to contribute during the new “Offering Period” (must be a whole number between 1 and 20). Then, click “Continue”.

**First-time participants:** Change the percentage from 100 (the default) to the percentage you are comfortable withholding from each paycheck. Next, click “Mister Car Wash Prospectus for ESPP” and read the prospectus. Then, click “Continue”.

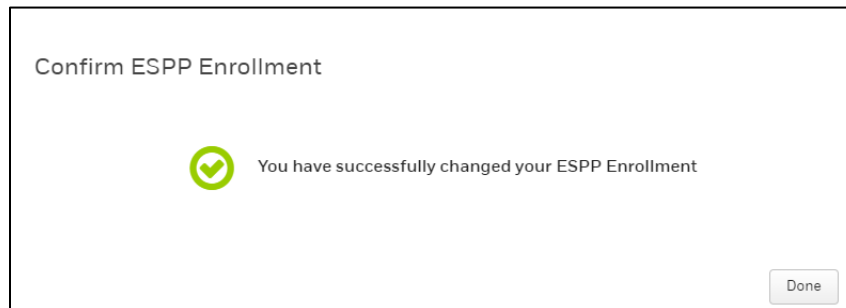


6. **Existing participants:** Verify the new contribution amount is correct and then click “Continue” to go to the confirmation screen.

**First-time participants:** On the preview screen, click “Send my confirmation to a different email address” and enter your preferred email address. Next, verify your contribution amount is correct. Then, click “Continue” to go to the confirmation screen.



7. You will see a confirmation screen. Click “Done”.

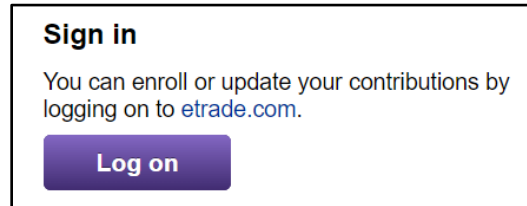


8. You will return to the enrollment screen where you will see your new election. Your enrollment is complete, and you can close the page. Your payroll deductions will begin on the first pay date following the close of the enrollment period.

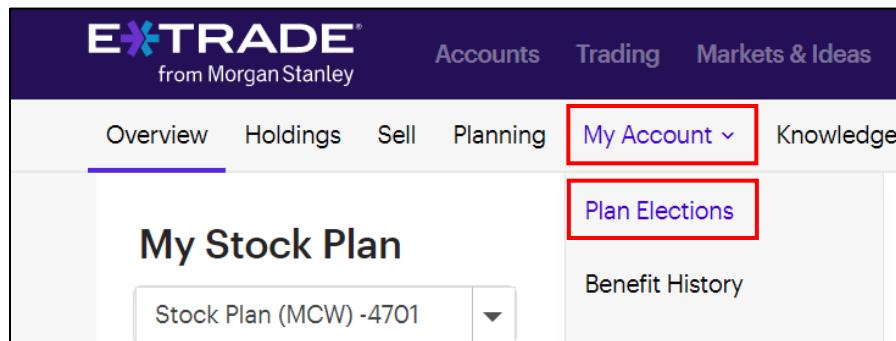
## Changing Your Contribution Amount (E-Trade Account Activated)

If you have activated your E-Trade account, follow the procedure below to change your contribution amount.

1. Navigate to **etrade.com/enroll**.
2. Click “Log on” and enter your user ID and password.



3. Click the *My Account* tab and select “Plan Elections”.



4. Click “Change Enrollment”.

▼ ESPP Enrollment							
▼ Active Offering Periods (2)							
Plan Name	Enrollment Period	Offering Period ▼	Status	Current Contribution	Contributions to Date	Next Purchase	Action
▼ ESPP 2021	--	05/16/2022 - 11/15/2022	--	--	<a href="#">View</a>	11/15/2022	--
Purchase Date	Enrollment Period	Offering Period	Status	Current Contribution	Contributions to Date	Next Purchase	Action
▶ 11/15/2022	05/01/2022 - 05/11/2022	--	Enrollment Not Open	--	<a href="#">View</a>	NA	--
▼ ESPP 2021	--	11/16/2021 - 05/15/2022	--	--	<a href="#">View</a>	05/15/2022	--
Purchase Date	Enrollment Period	Offering Period	Status	Current Contribution	Contributions to Date	Next Purchase	Action
▶ 05/15/2022	10/25/2021 - 11/07/2021	--	Enrolled		<a href="#">View</a>	NA	<a href="#">Change Enrollment</a>

5. Enter the pay percentage you want to contribute during the new "Offering Period". You must select a whole number (no decimals) between 1 and 20. Then, click "Continue".

ESPP Enrollment

Set per pay period contribution percentage to:  % (Between 1% and 20%)

Suspend contributions

Withdraw from plan

Plan Acknowledgement (Note: You must open all documents)

[Mister Car Wash Prospectus for ESPP](#)

Enrollment History

Plan Name	ESPP Enrollment Setup
Offering Period	06/25/2021-11/09/2021
Last Day to Withdraw	10/25/2021

History

Enrolled	Action Date
06/24/2021 12:00 AM	06/24/2021 01:05 PM

6. Verify the change is correct and click "Continue".

Preview ESPP Enrollment

Activity: DECREASED Contribution Percentage: 15%

We'll send your confirmation to keith.pietrzak@etrade.com  
[Send my confirmation to a different email address](#)

7. You will see a confirmation screen. Click "Done".

How does ESPP enrollment work?

1 CHANGE ENROLLMENT 2 PREVIEW 3 CONFIRM

Confirm ESPP Enrollment

You have successfully changed your ESPP Enrollment

8. You will return to the enrollment screen where you will see your new election. Your enrollment is complete and you can close the page. Your payroll deductions will begin on the first pay date following the close of the enrollment period.