

GLEESPEN MICHAEL W  
Form 4  
August 27, 2018

**FORM 4**

**UNITED STATES SECURITIES AND EXCHANGE COMMISSION  
Washington, D.C. 20549**

OMB APPROVAL

OMB Number: 3235-0287  
Expires: January 31, 2015  
Estimated average burden hours per response... 0.5

Check this box if no longer subject to Section 16. Form 4 or Form 5 obligations may continue. See Instruction 1(b).

**STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP OF SECURITIES**

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934, Section 17(a) of the Public Utility Holding Company Act of 1935 or Section 30(h) of the Investment Company Act of 1940

(Print or Type Responses)

1. Name and Address of Reporting Person \*  
GLEESPEN MICHAEL W

(Last) (First) (Middle)

C/O CBIZ, INC., 6050 OAK TREE BOULEVARD SOUTH

(Street)

CLEVELAND, OH 44131

(City) (State) (Zip)

2. Issuer Name and Ticker or Trading Symbol  
CBIZ, Inc. [CBZ]

3. Date of Earliest Transaction (Month/Day/Year)  
08/23/2018

4. If Amendment, Date Original Filed(Month/Day/Year)

5. Relationship of Reporting Person(s) to Issuer

(Check all applicable)

\_\_\_\_ Director \_\_\_\_\_ 10% Owner  
 Officer (give title below) \_\_\_\_\_ Other (specify below)  
Corp. Secretary

6. Individual or Joint/Group Filing(Check Applicable Line)  
 Form filed by One Reporting Person  
\_\_\_\_ Form filed by More than One Reporting Person

**Table I - Non-Derivative Securities Acquired, Disposed of, or Beneficially Owned**

1. Title of Security (Instr. 3)	2. Transaction Date (Month/Day/Year)	2A. Deemed Execution Date, if any (Month/Day/Year)	3. Transaction Code (Instr. 8)	4. Securities Acquired (A) or Disposed of (D) (Instr. 3, 4 and 5)	5. Amount of Securities Beneficially Owned Following Reported Transaction(s) (Instr. 3 and 4)	6. Ownership Form: Direct (D) or Indirect (I) (Instr. 4)	7. Nature of Indirect Beneficial Ownership (Instr. 4)	
				(A) or (D)	Price			
				Code	V	Amount		
Common Stock <u>(1)</u>	08/23/2018		M		9,000	A	\$ 6.52 118,880	D
Common Stock <u>(1)</u>	08/23/2018		S		9,000	D	\$ 23.4575 109,880	D
Common Stock <u>(3)</u>	08/23/2018		M		18,000	A	\$ 8.36 127,880	D
Common Stock <u>(3)</u>	08/23/2018		S		18,000	D	\$ 23.4008 109,880	D

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Reminder: Report on a separate line for each class of securities beneficially owned directly or indirectly.

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SEC 1474  
(9-02)

**Table II - Derivative Securities Acquired, Disposed of, or Beneficially Owned**  
(e.g., puts, calls, warrants, options, convertible securities)

1. Title of Derivative Security (Instr. 3)	2. Conversion or Exercise Price of Derivative Security	3. Transaction Date (Month/Day/Year)	3A. Deemed Execution Date, if any (Month/Day/Year)	4. Transaction Code (Instr. 8)	5. Number of Derivative Securities Acquired (A) or Disposed of (D) (Instr. 3, 4, and 5)	6. Date Exercisable and Expiration Date (Month/Day/Year)	7. Title and Amount of Underlying Securities (Instr. 3 and 4)
				Code	V (A) (D)	Date Exercisable Expiration Date	Title Amount or Number of Shares
Employee Stock Option <sup>(1)</sup>	\$ 6.52	08/23/2018		M	9,000	05/09/2014 05/09/2019	Common Stock 9,000
Employee Stock Option <sup>(3)</sup>	\$ 8.36	08/23/2018		M	18,000	05/14/2015 05/14/2020	Common Stock 18,000
Employee Stock Option	\$ 9.35					05/15/2016 05/15/2021	Common Stock 27,000
Employee Stock Option	\$ 10.35					05/10/2017 05/10/2022	Common Stock 36,000
Employee Stock Option	\$ 15.55					05/10/2018 05/10/2023	Common Stock 36,000
Employee Stock Option	\$ 19.45					05/09/2019 05/09/2024	Common Stock 36,000

## Reporting Owners

**Reporting Owner Name / Address**

**Relationships**

Director 10% Owner Officer Other

GLEESPEN MICHAEL W  
C/O CBIZ, INC.  
6050 OAK TREE BOULEVARD SOUTH

Corp. Secretary

CLEVELAND, OH 44131

## Signatures

Michael W.  
Gleespen

08/27/2018

\_\_Signature of  
Reporting Person

Date

## Explanation of Responses:

- \* If the form is filed by more than one reporting person, *see* Instruction 4(b)(v).
- \*\* Intentional misstatements or omissions of facts constitute Federal Criminal Violations. *See* 18 U.S.C. 1001 and 15 U.S.C. 78ff(a).
- (1) Exercise and sale of Employee Stock Options granted 05-09-2013 at \$6.52 exercise price, expiring 05-09-2019.
- (2) Weighted average sale price of price range between \$23.40 and \$23.53. Will provide upon request number of shares sold at each separate price.
- (3) Exercise and sale of Employee Stock Options granted 05-14-2014 at \$8.36 exercise price, expiring 05-09-2020.
- (4) Weighted average sale price of price range between \$23.39 and \$23.42. Will provide upon request number of shares sold at each separate price.

Note: File three copies of this Form, one of which must be manually signed. If space is insufficient, *see* Instruction 6 for procedure.

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