

The Depository Trust Company

IMPORTANT

B#: 2880

DATE: January 28, 2002

TO: All Participants

CATEGORY: Compliance

FROM: Reconciliation/Membership Administration/Edel Policarpio

ATTENTION: Managing Partner/Officer/Cashier

SUBJECT: HOLIDAY SCHEDULE: PRESIDENTS' DAY 2002

The Depository Trust Company, New York Stock Exchange, National Securities Clearing Corporation, and Securities Industry Automation Corporation will not be open for business on Monday, February 18, 2002 in observance of Presidents' Day. The following changes in Depository Trust operations and schedules will be in effect.

**NO DEPOSITORY TRUST SERVICES
WILL BE PROVIDED ON MONDAY, FEBRUARY 18, 2002**

PRESIDENTS' DAY SCHEDULE

| <u>TRADE DATE</u> | <u>T+1</u> | <u>T+2</u> | <u>T+3 SETTLEMENT</u> |
|--------------------------|---|-------------------|------------------------------|
| 2/13 | 2/14 | 2/15 | 2/19 |
| 2/14 | 2/15 | 2/19 | 2/20 |
| 2/15 | 2/19 | 2/20 | 2/21 |
| 2/18 | DTC CLOSED IN OBSERVANCE OF PRESIDENTS' DAY | | |
| 2/19 | 2/20 | 2/21 | 2/22 |

PLEASE NOTE THAT A REPRESENTATIVE AUTHORIZED TO TRANSACT BUSINESS WITH DTC MUST BE PRESENT AT THE LOCATION OF EACH PARTICIPANT ON EACH BUSINESS DAY, INCLUDING THE DAY PRIOR TO THE SCHEDULED HOLIDAYS, BETWEEN THE HOURS OF 9:15 a.m. AND 5:30 p.m., NEW YORK CITY TIME AND UNTIL THE PARTICIPANT'S ACCOUNT WITH DTC IS SETTLED AND IN BALANCE.

- A. Deposits: CNS Deposits received in the night drop on Friday, February 15, 2002 will be available for credit toward CNS settlement obligations of Tuesday, February 19, 2002. **DTC will not provide record date protection on deposits made in the night drop of Friday, February 15, 2002. Also, in order to avoid dividend problems, Participants should exclude from facility deposits on Friday, February 15, 2002 securities which are record on Monday, February 18, 2002.**
- B. Depository Trust PTS night deliveries (NDOs) and night MDH and CCF Deliver Order Transmissions should be submitted on Friday evening, February 15, 2002 for processing and settlement on Tuesday, February 19, 2002.
- C. Night intra-account movement type transactions, (i.e., transfers from the MA account and transfers from the NA account) should be submitted on Friday evening, February 15, 2002 for processing and settlement on Tuesday, February 19, 2002.
- D. Request for night COD withdrawals of Muni Bearer and Interchangeable Certificates submitted on Friday, February 15, 2002 will be available for pickup on Tuesday, February 19, 2002.
- E. "FAST" night COD withdrawals submitted on Friday, February 15, 2002 will be available for pickup on Tuesday, February 19, 2002.
- F. PTS System: Not available on Monday, February 18, 2002 with the exception of TradeSuite (ID) Services. Normal PTS processing returns on Tuesday, February 19, 2002.
- G. Requests for Withdrawal-by-Transfers (WTs): **In order to avoid dividend problems, you are reminded to exclude those securities which are record on Monday, February 18, 2002 from your submissions of Withdrawal by Transfer (WTs) made by PTS on Thursday, February 14, 2002 or by CCF prior to the 8:30 A.M. cut-off on Friday, February 15, 2002.**
- H. Fund/SERV and Networking Interfaces will not be available on Monday, February 18, 2002. Normal processing returns on Tuesday, February 19, 2002.

The Presidents' Day Holiday Schedule Important Notice is available on DTC's website "www.dtc.org".