

The Depository Trust Company

IMPORTANT

B#: 4013

DATE: November 18, 2002

TO: All Participants

CATEGORY: Compliance

FROM: Corporate Compliance/Edel Policarpio

ATTENTION: Managing Partner/Officer/Cashier

SUBJECT: HOLIDAY SCHEDULE: NEW YEAR'S DAY 2003

The Depository Trust Company, New York Stock Exchange, National Securities Clearing Corporation, and Securities Industry Automation Corporation will not be open for business on Wednesday, January 1, 2003 in observance of New Year's Day. The following changes in Depository Trust operations and schedules will be in effect.

**NO DEPOSITORY TRUST SERVICES
WILL BE PROVIDED ON WEDNESDAY, JANUARY 1, 2003**

NEW YEAR'S DAY SCHEDULE

<u>TRADE DATE</u>		<u>T+1</u>	<u>T+2</u>	<u>T+3 SETTLEMENT</u>
12/27/02		12/30/02	12/31/02	01/02/03
12/30/02		12/31/02	01/02/03	01/03/03
12/31/02		01/02/03	01/03/03	01/06/03
01/01/03	DTC CLOSED	IN OBSERVANCE OF NEW YEAR'S DAY		
01/02/03		01/03/03	01/06/03	01/07/03

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 PARTICIPANTS ACCOUNT WITH DTC IS SETTLED AND IN BALANCE.

- A. Deposits: CNS Deposits received in the night drop of Monday, December 30, 2002 will be available for credit toward CNS settlement obligations of Thursday, January 2, 2003. **DTC will not provide record date protection on deposits made in the night drop of Tuesday, December 31, 2002. Also, in order to avoid dividend problems, Participants should exclude from facility deposits on Tuesday, December 31, 2002 securities which are record on Wednesday, January 1, 2003.**
- B. Depository Trust PTS night deliveries (NDO's) and night MDH and CCF Deliver Order Transmissions should be submitted on Tuesday evening, December 31, 2002 for processing and settlement on Thursday, January 2, 2003.
- C. Night intra-account movement type transactions, (i.e., transfers from the MA account and transfers from the NA account) should be submitted on Tuesday evening, December 31, 2002 for processing and settlement on Thursday, January 2, 2003.
- D. Requests for night COD withdrawals of Muni Bearer and Interchangeable Certificates submitted on Tuesday, December 31, 2002 will be available for pickup on Thursday, January 2, 2003.
- E. "FAST" night COD withdrawals submitted on Tuesday, December 31, 2002 will be available for pickup on Thursday, January 2, 2003.
- F. Requests for Withdrawal-by-Transfers (WT's): **In order to avoid dividend problems, you are reminded to exclude those securities which are record on Wednesday, January 1, 2003 from your submissions of Withdrawal by Transfer (WT's) made by PTS on Monday, December 30, 2002 or by CCF prior to the 8:30 A.M. cut-off on Tuesday, December 31, 2002.**
- G. Fund/SERV and Networking Interfaces will not be available on Wednesday, January 1, 2003. Normal processing returns on Thursday, January 2, 2003.
- H. PTS System: Not available on Wednesday, January 1, 2003. Normal PTS processing returns on Thursday, January 2, 2003.

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