

The Depository Trust Company

IMPORTANT

B#: 1639

DATE: March 19, 2001

TO: All Participants

CATEGORY: Operations

FROM: Relationship Management

ATTENTION: Managing Partner/Officer, Operations Managers

SUBJECT: Elimination of Certain Reports Produced in Hard Copy
Format (Green Bar)

As of May 1, 2001, DTC will eliminate hard copy delivery for certain reports consistent with its commitment to accelerating data delivery to participants in preparation for T+1. The 17 reports identified below will no longer be distributed to participants through Interface packages or DD box delivery, but will instead be available electronically via CCF transmissions and through DTC's Participant Terminal System (PTS) network.

Please review the list of reports and call us for assistance if you need help making this transition.

All questions regarding this notice should be addressed to Michael O'Neill, Senior Relationship Manager at (212) 855-4169 or moneill@dtcc.com

Reports Scheduled for Hard Copy Format Elimination

The reports listed below were targeted for hard copy elimination because their brevity allows for ease-of-conversion. They will be delivered through PTS Inquiry and PTS files and/or CCF files, and can be printed through PTS screens.

As we go forward with our preparations for T+1, we will issue additional notices identifying any other participant reports for which DTC will no longer deliver hard copies. Simultaneously, we will inform you of all alternative distribution channels including the Web, when available.

Reports Scheduled for Hard Copy Elimination and Alternative Delivery Instructions

- **Legal Entity Settlement Statement** : Access the PTS function FFSP and select Participant Account Statement, choose L for legal entity. PTS historical data is available for 60 business days.
- **Settling Bank Statement** : Access the PTS function FFSB and select Settling Bank Account Statement. PTS data is available for 60 business days.
- **Current Tender Report** : Access the PTS function RIPS and select option two, Reorganizations. Next, select option 3, New/Updated Envelopes and type “PUT” in the activity code or class field. This data is also available through CCF file REOGN2.
- **RSA/DMA/DMD Report** : Contact your Relationship Manager and request activation of DMAPTSRP for distribution over your firm’s PTS printer. This data is also available through CCF file DMADEX.
- **Dividend Start of Day Stock Allocations** : Access the PTS function SDAR and select option 3, A for allocated, D for dividends. PTS historical and projected data is available for 5 business days. This data is also available through CCF file STKDIS.
- **Start of Day Load for Stock Distributions** : Access the PTS function SDAR and select option 3, U for unallocated, D for dividends or C for corp reorg. PTS historical and projected data is available for 5 business days. This data is also available through CCF file STKPND.
- **Deliver & Receive Settlement Activity Report (Night)** : Contact your Relationship Manager to request activation of IDSETT for distribution over your firm’s PTS printer. This data is also available through CCF file DTFPDQ.
- **Dividend Cash Settlement** : Contact your Relationship Manager to request activation of DIVCASH or CASHRTIK for distribution over your firm’s PTS printer. This data is also available through CCF file(s) CSHSET (allocated) and CSHUNL (unallocated).
- **Redemption Cash Settlement** : See Dividend Cash Settlement above.
- **Reorg Cash Settlement** : See Dividend Cash Settlement above.
- **MMI Dividend Cash Settlement** : Access the PTS function SDAR and select option 2, A for allocated, U for unallocated and D for dividends. PTS historical and projected data is available for 5 business days. This data is also available through CCF file(s) CSHDAL (allocated) and CSHDUN (unallocated).
- **MMI Reorg Cash Settlement** : Access the PTS function SDAR and select option 2, A for allocated, U for unallocated and R for redemptions. PTS historical and projected data is available for 5 business days. This data is also available through CCF file(s) CSHRAL (allocated) and CSHRUN (unallocated).

- **Dividend Stock Settlement**: Access the PTS function SDAR and select option 3, A for allocated, U for unallocated and D for dividends. PTS historical and projected data is available for 5 business days. This data is also available through CCF file(s) STKSTL (allocated) and STKUND (unallocated).
- **Reorganization Stock Settlement**: Access the PTS function SDAR and select option 3, A for allocated, U for unallocated and C for corp reorg. PTS historical and projected data is available for 5 business days. This data is also available through CCF file(s) STKSTL (allocated) and STKUND (unallocated).
- **Withdrawal by Transfer (Update Transactions Report)**: Access the PTS function AWTI and select option 3. PTS historical data is available for 180 business days. This data is also available through CCF file OWTBAL.
- **CMO Trade Adjustment Cash Settlement**: Contact your Relationship Manager to request activation of RDPCMOTK for distribution over your firm's PTS printer. This data is also available through the PTS function CTAS and CCF file CMOADJ.
- **Proxy Record Date Notices**: Access the PTS function PANS and select option 1, M for meetings, C for consents. All meetings/consents for the prior day are listed. Position indicator will alert participant to notices relating to positions held by the participant. PTS historical data is available for 5 business days.