

# THE DEPOSITORY TRUST COMPANY

# **IMPORTANT**

**B#:** 3745

**DATE:** April 14, 1998

**TO:** All Participant Terminal System (PTS) Users

**FROM:** Nick Sziklai

**ATTENTION:** Managing Partner/Officer, Cashier, Operations Manager

**SUBJECT:** Change in Participant Terminal System (PTS) Sign-on Procedure

Effective Monday, May 18, 1998, in order to gain access to the Depository Trust Company Participants Terminal System (PTS) you must provide your full sign-on ID and password.

Your full Sign-on I.D. consists of your Participant number and your individual user I.D.

An example of the sign on screen is provided below:

THE DEPOSITORY TRUST COMPANY  
PARTICIPANT TERMINAL SYSTEM

To Signon:

Enter ID: XXX-XX

Enter Password:

If you do not input your complete sign-on ID and password, you will be prompted with the

following message:

INVALID I.D.

PLEASE ENTER YOUR FULL I.D.:

(your full ID will then be provided to you on this screen for proper inputting).

The Individual User ID, which follows the sign-on ID and is indicated in the above example, is presently an optional field but will become mandatory May 18, 1998. This will be necessary to implement certain control and performance enhancements to PTS. These enhancements will enable DTC to provide PTS users with quicker access to the system and additional administrative support in managing password functionality, distribution and use. Mandatory use of the Individual User ID will also greatly improve DTC's ability to detect and report to Participants details of suspected inappropriate attempts to access the system.

Participants are urged to use their Individual User ID immediately in anticipation of the conversion. PTS users who do not know their Individual User ID can locate it by logging on to any PTS function. It can be found in the top left corner of every function screen following the Sign-on ID.

If you have any questions regarding the above, or need assistance to determine your Individual User ID, please contact your Participant Services Representative.

If you incur problems with this procedure on or after May 19<sup>th</sup>, please contact the Customer Support Center at 888-382-2721.