



#:	CBRS007.12
Date:	May 1, 2012
To:	All Cost Basis Reporting Service (CBRS) users
From:	Lydia Midwood
Subject:	Registration instructions to access webcast on using CBRS via WebDirect

DTCC has updated the Clearance Services Learning Center with a pre-recorded webcast to instruct customers on how to use CBRS via WebDirect. This webcast supplements the information in the CBRS User Guide to help customers with CBRS data input and output through a secure, web-based interface.

To register for the Clearance Services Learning Center:

1. Go to <http://dtcclearning.com/learning/clearance>
2. Click “Create an account” on the right side of the page
3. Enter all required information marked with an asterisk (*), and click “Register”

Note: If your registration request is received before 3:00 p.m. eastern time, it is processed the same business day. If it is received after 3:00 p.m. eastern time, it is processed the next business day.

Once your registration request has been processed, you will receive an email confirmation from the Training Administrator. You will then be able to access the Clearance Services Learning materials by entering your Username and Password, and then clicking “Login.”

After you have logged on to the Clearance Services Learning Center, you can access the CBRS content by clicking on “Web Interactive Guides,” then “CBRS,” then “Webcast.”

If you have any questions or need additional support in accessing the webcast, please call or email the Training Administrator at 888-258-6393, or training_administrator@dtcc.com.

Additional Information

Please see the CBRS User Guide to learn more about the service:

<http://www.dtcc.com/products/documentation/cs/cbrs.php>

A copy of this Important Notice can be obtained from DTCC’s website:

http://www.dtcc.com/products/documentation/cs/cbrs_notices.php

If you have questions about CBRS, please call your Relationship Manager or the Customer Service Hotline at 888-382-2721, option 6, then option 7, then option 2.

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