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1.00 MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII)

Overview For CD-504: Institutional CD

How To Access For CD-504: Institutional CD

How To Submit Issuance Instructions (II) For CD-504: Institutional CD

How To Submit Cancellation Instructions For CD-504: Institutional CD

How To Submit Withdrawal Instructions For CD-504: Institutional CD

How To Perform An Issuance Instruction Inquiry For CD-504: Institutional CD

How To Perform An Issuance Control Inquiry For CD-504: Institutional CD

How To Perform An Underwriting Notice Inquiry For CD-504: Institutional CD

How To Perform A Dealer D.O. (DDO) Inquiry For CD-504: Institutional CD

How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry For CD-504: Institutional CD

How To Perform A CUSIP Look-up Inquiry For CD-504: Institutional CD

Currency Code Descriptions

Help Facility

Error Codes And Descriptions
1.01 Overview For CD-504: Institutional CD

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- Issuance Instructions: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.
- Cancellation Instructions: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.
- Withdrawal Instructions: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- MMI Issuance Instructions: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.
- MMI Issuance Control: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.
- MMI Underwriting Notices: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

**Note:** Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- MMI Dealer D.O. (DDO): allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
- MMI II/DDO Summary: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance
instruction to view a summary of these transactions for the current settlement date.

- MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic issue name.
The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to 'retire' a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

**Same-Day Settlement (Settlement Date = Current Date):**

- Original/Additional Issuance (with Valued DO) 8:00 a.m.-3:00 p.m.
- Original Issuance (with Free DO) 8:00 a.m.-5:00 p.m.
- Additional Issuance (with Free DO) 8:00 a.m.-6:15 p.m.
- Withdrawals 8:00 a.m.-6:15 p.m.

**Future-Day Settlement (Settlement date > Current Date):**

- Original Issuance 8:00 a.m.-5:00 p.m.
- Additional Issuance 8:00 a.m.-6:16 p.m.
- Cancellations 8:00 a.m.-5:00 p.m.
1.02 How To Access For CD-504: Institutional CD

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

**Figure 1. MMII Enter Function Prompt Screen**

Step 2 Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).
ENTER THE DESIRED OPTION AND MMI TYPE, OR PRESS PF11/23 FOR MORE MMI TYPES
QT07/MM01
MM/DD/YY
00002199-99
00002199-99
HH:MM:SS
MAIN MENU
HH:MM:SS

---

OPT I O N : 

1) Issuance Instruction (II)
2) Cancellation Instruction
3) Withdrawal Instruction
4) Issuance Instruction Inquiry
5) Issuance Control Inquiry
6) Underwriting Notice Inquiry
7) Dealer D.O. (DDO) Inquiry
8) II/DDO Summary Inquiry
9) CUSIP Lookup Inquiry
10) BM-532: Medium-Term Bank Note
(MTBN)

| 11) BS-550: Short-Term Bank Note (STBN)
| 12) DN-560: Discount Note
| 13) PC-120: Preferred Stock (PFD/CP)
| 14) BA-502: Bankers Acceptance (BA)

---

MM/DD/YY

---


Figure 2. Main Menu Screen
Step 3 Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

<table>
<thead>
<tr>
<th>OPTION:</th>
<th>MMI TYPE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Issuance Instruction (II)</td>
<td>15) ME: Medium Term Notes</td>
</tr>
<tr>
<td>2) Cancellation Instruction</td>
<td>(MN-530, BM-532, DP-531)</td>
</tr>
<tr>
<td>3) Withdrawal Instruction</td>
<td>16) MU: Municipal Commercial Paper</td>
</tr>
<tr>
<td>4) Issuance Instruction Inquiry</td>
<td>(MC-330, MT-330)</td>
</tr>
<tr>
<td>5) Issuance Control Inquiry</td>
<td>17) MY: Municipal VRDO/CP</td>
</tr>
<tr>
<td>6) Underwriting Notice Inquiry</td>
<td></td>
</tr>
<tr>
<td>7) Dealer D.O. (DDO) Inquiry</td>
<td>(MV-320, MX-320)</td>
</tr>
<tr>
<td>8) II/DDO Summary Inquiry</td>
<td></td>
</tr>
<tr>
<td>9) CUSIP Lookup Inquiry</td>
<td></td>
</tr>
</tbody>
</table>

Figure 3. Second Main Menu Screen

Note: Only options 2, 4, 5, 6, 7, 8, and 9 are available for MMI type ME, MU and MY.

Step 4 Enter the following information on the Main Menu Screen:

- Option: enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Look-up Inquiry
• MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP(TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-530: Medium-Term Note (MTN)
  - 9: DP-531: Deposit Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes
    (MN-530, BM-532, DP-531)
  - 16: MU: Municipal Commercial Paper
    (MC-330, MT-330)
  - 17: MY: Municipal VRDO/CP
    (MV-320, MX-320)

Step 5 Press the 'ENTER' key to continue processing.

or

Press any of the following:

• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward.
• 'PF11/23' key to scroll forward.
1.03 How To Submit Issuance Instructions (II) For CD-504: Institutional CD

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter the following information on the Main Menu Screen:</td>
</tr>
<tr>
<td></td>
<td>- Option: enter 1.</td>
</tr>
<tr>
<td></td>
<td>- MMI Type: enter 1.</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the 'ENTER' key to obtain the first Issuance Instruction For: Institutional CD Screen (Figure 1).</td>
</tr>
<tr>
<td>Step 3</td>
<td>Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Institutional CD Screen.</td>
</tr>
</tbody>
</table>
and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.
Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Institutional CD Screens in the appropriate fields. These fields may not be updated.

Step 4 Enter the following Issuance and DO information on the first Issuance Instruction For: Institutional CD Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MMDDYY format.
- Issuing Agent: generated by the system based on the Participant's signon ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MMDDYY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.
Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- Maturity Date: enter the targeted date on which the MMI matures in MMDDYY format. The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the second screen if the maturity date is greater than one year.
- Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.
- Minimum Denomination: generated by the system but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
- Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.
- Incremental Denomination: generated by DTC but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
- Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
- Previously Issued Ex-DTC: enter Y (yes) or N (no) to indicate if the security being deposited by means of an issuance instruction was in existence (Ex-DTC) prior to the submission of the issuance instruction.
- Last Pymt Date (Targeted): enter the targeted income payment date from which income should accrue for previously issued Ex-DTC issues in MMDDYY format.
- Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
• Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.
Step 5  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF11/23' key to obtain the second Issuance Instruction For: Institutional CD Screen (Figure 2).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER’ key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 6  Enter the following Features information on the second Issuance Instruction For: Institutional CD Screen:

- Income Payment Type: enter P (periodic), I (income-at-maturity only) or D (discount).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- Income Rate Type: enter F (fixed) or V (variable).
- Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
- Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic amortization of principal.
- Indexed Principal: enter Y (yes) or N (no).
- Interest Rate Reset: enter Y (yes) or N (no).
- Interest Pymt Freq Reset: enter Y (yes) or N (no).
- Repayment Put Option: enter Y (yes) or N (no).
- Interest Step-Up: enter Y (yes) or N (no).
- Interest Step-Up Rate: enter the interest step-up rate.
- Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
- Call: enter Y (yes) or N (no).
- Extendable Maturity: enter Y (yes) or N (no).
- Renewable Note: enter Y (yes) or N (no).
- Repayment Put Upon Death: enter Y (yes) or N (no).

Step 7  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the first Issuance Instruction For: Institutional CD Screen.
- 'PF11/23' key to obtain the third Issuance Instruction For: Institutional CD Screen (Figures 3 through 7).
'ENTER' key to validate the data.
Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:

For Income Payment Type P and Income Rate Type F:

```
ENTER INCOME PAYMENT INFORMATION
QT07/MM13 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Institutional CD
HH:MM:SS
===========================================================================
===
----------------------- INCOME PAYMENT
--------------------------
Income Rate % (99.999) :        
Income Calculation Formula(1-6): 1 Actual/360
1st Income Payment/$1000  :
Payment Interval Type (Y/M/W/D):
Payment Interval Number (999) :
1st Targeted Pymt Date  :
1st Actual Pymt Date  :
Accrual Period Method :  P Payment Date to Payment Date
Accrual Period Measure (A/T) :  A Actual Payment to Actual Payment

===========================================================================
===
1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU
```

Figure 3. Third Issuance Instruction For: Institutional CD Screen with Income Payment Type P and Income Rate Type F
For Income Payment Type P and Income Rate Type V:

<table>
<thead>
<tr>
<th>Y4 - NOT EQUAL TO Y, M, W, OR D</th>
</tr>
</thead>
<tbody>
<tr>
<td>QT07/MM13 THE DEPOSITORY TRUST COMPANY</td>
</tr>
<tr>
<td>MM/DD/YY 00002199-99 ISSUANCE INSTRUCTION FOR: Institutional CD</td>
</tr>
<tr>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

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**INCOME PAYMENT**

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Income Rate (1st Payment): Optional

1st Income Payment/$1000 : Optional

Payment Interval Type (Y/M/W/D):

Payment Interval Number (999) :

LIBOR Indexed (Y/N) :

1st Targeted Pymt Date :

1st Actual Pymt Date :

Accrual Period Method : P Payment Date to Payment Date

Accrual Period Measure (A/T) : A Actual Payment to Actual Payment

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 4. Third Issuance Instruction For Institutional CD Screen with Income Payment Type P and Income Rate Type V

For Income Payment Type I and Income Rate Type F:
Figure 5. Third Issuance Instruction For: Institutional CD Screen with Income Payment Type I and Income Rate Type F
For Income Payment Type I and Income Rate Type V:

```
ENTER VARIABLE RATE INCOME PAYMENT INFORMATION
QT07/MM14 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Institutional CD
HH:MM:SS
===========================================================================
---
--------- VARIABLE RATE INCOME PAYMENT
---------
Rate Reset Interval Type (Y/M/W/D):
Rate Reset Interval Number (999) :

LIBOR Indexed (Y/N) :
Variable Rate Index Formula:

Index Mat Interval Type (Y/M/W/D) : Optional
Index Mat Interval Number (99) :
Spread Sign (+/-) :
Spread % (9.999) :
===========================================================================
---
1/13: PROCESS ISSUANCE
4/16: HELP
8/20: END FUNCTION
9/21: SIGNOFF
10/22: PREV SCREEN
11/23: NEXT SCREEN
```

Figure 6. Third Issuance Instruction For: Institutional CD Screen with Income Payment Type I and Income Rate Type V

For Income Payment Type D:
Figure 7. Third Issuance Instruction For: Institutional CD Screen with Income Payment Type D
Step 8 Enter the following Income Payment information as it applies on the third Issuance Instruction For: Institutional CD Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Income Rate %: enter the rate of income to be paid for fixed rate issuance instructions.
- Income Rate (1st payment): enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- Discount Rate: enter the rate of discount applicable to the issuance.
- Income Calculation Formula: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
  - 03: actual days/actual days
  - 04: DTC Corporate IAM CP formula
  - 05: actual days/365 or actual days/366
  - 06: actual days/365
- 1st Income Pymt/$1000: enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.
- Income At Maturity/$1000: enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of
90 with a Payment Interval Type of D (days) indicates payment every 90 days).

- **LIBOR Indexed:** enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- **1st Targeted Pymt Date:** enter the targeted date of the first income payment in MM DD YY format.
- **1st Actual Pymt Date:** enter the actual date of the first income payment in MM DD YY format.
- **Accrual Period Method:** generated by DTC. This indicates that the calculation of the number of days in the accrual period is from payable date to payable date.
- **Accrual Period Measure:** enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - A: actual payment date to actual payment date.
  - T: targeted payment date to targeted payment date.
- **Rate Reset Interval Type:** enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- **Rate Reset Interval Number:** enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).
- **Variable Rate Index/Formula:** enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
- **Index Maturity Interval Type:** enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days
**Note:** The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

- **Index Maturity Interval Number:** enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).
- **Spread Sign:** enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- **Spread %:** enter the percentage amount that is added to or subtracted from the index's value.

**Note:** When the Income Payment Type is P and the Income Rate Type is V, proceed to Step 9. Otherwise, skip Steps 9 and 10 and proceed to Step 11.

**Step 9**

Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Institutional CD Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Institutional CD Screen (Figure 8).
- 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 10 Enter the Variable Rate Income Payment information on the Fourth Issuance Instruction For: Institutional CD Screen:

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval number of 90 with a Rate Reset Interval type of D (days) indicates the rate resets every 90 days).
- **Payment Day of the Month**: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar Days and the Payment Interval Type and Payment Interval Number on the third Issuance Instruction For: Institutional CD Screen.

- **Payment Business/Calendar Days**: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar Days of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that income payments are made every six months on the first calendar day of the income payment month).

- **Payment Week of Month**: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

- **Payment Day of Week**: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month.):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday
Note: Enter either the Payment Day of the Month and the Payment Business/Calendar Days or the Payment Week of Month and the Payment Day of Week.

- Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
- Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

- Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.
Note: When the Periodic/Amort Principal Indicator = Y on the Feature Screen, proceed to Step 11. When the Indexed Principal Indicator = Y, proceed to Step 12.

When The Periodic/Amort Principal Indicator Equals Y:

Step 11  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Institutional CD Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Institutional CD Screen (Figures 9 through 11).
- 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. The information for the following fields comes from the fourth Issuance Instruction For: Institutional CD Screen (Section 1.03, Figure 8) for Variable Periodic Income Payment Types:

   - Payment Day Of the Month (1-31)
   - Payment Business/Calendar Days (B/C)
   - Payment Week Of Month (1-4)
   - Payment Day Of Week (M/T/W/R/F)

3. One of the following screens appears, depending on the Periodic Income Payment Type entered:
For Fixed Periodic Income Payment Type:

<table>
<thead>
<tr>
<th>Payment Interval Type (Y/M/W/D):</th>
<th>M Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment Interval Number (999)</td>
<td>9</td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>1st Targeted Pymt. Date</td>
<td>06 13 96</td>
</tr>
<tr>
<td>1st Actual Pymt. Date</td>
<td>06 14 96</td>
</tr>
</tbody>
</table>

Figure 9. Fourth Issuance Instruction For CD: Institutional CD Screen with a Fixed Periodic Income Payment Type

For Variable Periodic or IAM Income Payment Type:
### ISSUANCE INSTRUCTION (MMII)

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>YN</td>
<td>Y, M, W, OR D</td>
</tr>
<tr>
<td>QS91/MM15</td>
<td>THE DEPOSITORY TRUST COMPANY</td>
</tr>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99</td>
</tr>
<tr>
<td>ISSUANCE INSTRUCTION FOR:</td>
<td>Institutional CD</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
</tr>
</tbody>
</table>

---

### PRINCIPAL PAYMENT

- Payment Interval Type (Y/M/W/D):
- Payment Interval Number (999):
- LIBOR Indexed (Y/N):
- 1st Targeted Pymt. Date:
- 1st Actual Pymt. Date:
- Payment Day of the Month (1-31):
- Payment Business/Calendar (B/C):
- Payment Week of the Month (1-4):
- Payment Day of Week (M/T/W/R/F):

---

**Figure 10.** Fourth Issuance Instruction For: Institutional CD Screen with a Variable Periodic or IAM Income Payment Type
For Fixed IAM or Discount Income Payment Type:

```
XX99
THE DEPOSITORY TRUST COMPANY
MM/DD/YY
0002199-99
ISSUANCE INSTRUCTION FOR: Institutional CD
HH:MM:SS

===========================================================================
===
---------------------- P R I N C I P A L  P A Y M E N T ------------------
---
Payment Interval Type (Y/M/W/D) :
Payment Interval Number (999) :
1st Targeted Pymt. Date :
1st Actual Pymt. Date :
Payment Day of the Month (1-31) :
Payment Business/Calendar (B/C) :
  - or -
Payment Week of Month (1-4) :
Payment Day of Week (M/T/W/R/F) :

===========================================================================
```

---
1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN
SCREEN

Figure 11. Fourth Issuance Instruction For: Institutional CD Screen with a Fixed IAM or Discount Income Payment Type

When the Indexed Principal Indicator Equals Y:

Step 12 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Institutional CD Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Institutional CD Screen (Figure 12).
- 'ENTER' key to validate the data.
**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
**Figure 12. Fourth Issuance Instruction For: Institutional CD Screen with the Indexed Principal = Y**

**Step 13**  
Press any of the following:

- 'PF1/13' key to process the issuance instruction only upon completing entry of the appropriate information on all Issuance Instruction For: Institutional CD Screens. If the transaction is accepted, the first Issuance Instruction For: Institutional CD Screen appears for entry of another instruction. An Issuance Instruction Confirmation Ticket is generated (Figure 13).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Institutional CD Screen.
- 'ENTER' key to validate the data.

```plaintext
PRESS PF11 TO GO TO NEXT SCREEN
QS91/MM13 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Institutional CD
HH:MM:SS

------------------------------------------------------------------------
---
---                        I N C O M E P A Y M E N T
---
---
---                  Income Rate (1st Payment): Optional
---                  1st Income Payment/$1000: Optional
---                  Payment Interval Type (Y/M/W/D): M Month(s)
---                  Payment Interval Number (999): 99
---                  LIBOR Indexed (Y/N): Y
---                  1st Targeted Pymt Date: 06 11 96
---                  1st Actual Pymt Date: 06 11 96
---                  Accrual Period Method: P Payment Date to Payment Date
---                  Accrual Period Measure (A/T): A Actual Payment to Actual Payment

---
---
---
---
---
---
---
---
---
---
---
---
---
---
---
---
---

1/13: PROCESS ISSUANCE                              4/16: HELP
8/20: END FUNCTION                                 7/19: MAIN MENU
8/20: END FUNCTION                                 9/21: SIGNOFF
10/22: PREV SCREEN                                 11/23: NEXT
```
Figure 13. Issuance Instruction Confirmation Ticket
1.04 How To Submit Cancellation Instructions For CD-504: Institutional CD

Step 1
Enter the following information on the Main Menu Screen:

- Option: enter 2.
- MMI Type: enter 1.

Step 2
PRESS the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1).

Step 3
Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:

- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the 9-character CUSIP number.
• Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
• Issuing Agent: generated by DTC based on the Participant's signon ID.
• Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
• MMI Type: enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, MV, MT, etc.).

Note: If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

• Settlement Date: enter the settlement date in MM DD YY format.
Step 4  Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

Figure 2. Cancellation Instruction - Summary Screen

Note: The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

To Cancel An Issuance:
Step 5  Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.

Step 6  Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7  Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the cancelled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the cancelled issuance (Figure 3).
To View Detail Information For A Specific Issuance:

**Step 8** Enter the selection number of the desired issuance instruction in the Selection Number field.

**Step 9** Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

Figure 3. Cancellation Instruction Confirmation Ticket
Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for a issuance instruction with Income Rate Type equals F and Income Payment Type equals P.
Figure 4. Issuance Instruction For: Corporate VRDO/CP Screen containing status information
PRESS PF11 TO GO TO NEXT SCREEN
XX99                     THE DEPOSITORY TRUST COMPANY            DATE:
MM/DD/YY
00002199-99             ISSUANCE INSTRUCTION FOR: Institutional CD      TIME:
HH:MM:SS

===========================================================================
===
------------------ I S S U A N C E & D O I N F O R M A T I O N --------
----
I/A Transaction #:     A1234567890123A      Settlement Date (MMDDYY): 12
17 93
Issuing Agent    : (IA# 1 NAME)   2199      Dated Date      (MMDDYY): 12
17 93
Paying Agent     : (PA# 1 NAME)   2199      Maturity Date   (MMDDYY): 11
18 94
CUSIP Number     :           123456789      ACR1 **ORIGINAL ISSUANCE**
Face Value       :               10000      Minimum Denomination    :
Settlement Amt.  :           10,123.40      Incremental Denomination:
Receiving Part.  :  (RP# 1 NAME)  9999
Previously Issued Ex-DTC
(Y/N): N
Last Pymt Date (Targeted):
Special Instruction:

===========================================================================
==
2/14: SUMMARY SCREEN                    4/16: HELP SCREEN   8/20: END
FUNCTION
MENU

Figure 5. First Issuance Instruction For: Institutional CD Screen
Figure 6. Second Issuance Instruction For: Institutional CD Screen
Figure 7. Third Issuance Instruction For: Institutional CD Screen
or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Institutional CD Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
- 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
- 'PF12/24' key to return to the Main Menu Screen.
1.05 How To Submit Withdrawal Instructions For CD-504: Institutional CD

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Main Menu Screen:  
  • Option: enter 3.  
  • MMI Type: enter 1. |
| Step 2 | Press the 'ENTER' key to obtain the (MMI) Money Market Exit Withdrawal Request Screen (Figure 1). |

```
XX99/MMEX     (MMI) MONEY MARKET EXIT WITHDRAWAL REQUEST  
MM/DD/YY     00002199-99  
HH:MM:SS  
PARTICIPANT:  

    CUSIP-NO               FACE-VALUE (QUANTITY)  
    --------              ----------------------  
    1)  
    2)  
    3)  
    4)  
    5)  

THE DUP KEY MAY BE USED ON ALL OF THE ABOVE FIELDS  
```

Figure 1. (MMI) Money Market Exit Withdrawal Request Screen

| Step 3 | Enter the following information on the (MMI) Money Market Exit Withdrawal Request Screen:  
  • CUSIP-No.: enter the 9-character CUSIP number associated with the MMI issue.  
  • Face-Value(Quantity): enter a maturity or principal dollar value to be withdrawn. A maximum of 9 digits can be entered. |
Step 4  Press the 'ENTER' key to validate the data. The corresponding CUSIP description(s) appears.

and/or

Press the 'PF1/13' key to update. The screen is cleared of all data entered. A ticket is generated for each line item entered, once the withdrawal successfully completes, and is routed to the Paying Agent (Figure 2).

```
0000219900-000003 (MMEX) MONEY MARKET INSTRUMENT EXIT WITHDRAWAL
MM/DD/YY: 0000AC-04
HH:MM:SS:

PARTICIPANT: 00002199 PTS TR ACC INPUT-SRCE: MMEX

PTS-SIGNON-ID: 00002199-99 TERMINAL-ID: TY36

STATUS: (MADE)

FACE-VALUE/QTY: 10,000

CUSIP-NO: 123456789 CDTACR1 00000GLNI (INSTITUTIONAL CD)
```

Figure 2. Money Market Instrument Withdrawal Transaction (MMEX) Ticket for the MMI Paying Agent

or

Step 5  Press any of the following:

- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
1.06 How To Perform An Issuance Instruction Inquiry For CD-504: Institutional CD

**Step 1** Enter the following information on the Main Menu Screen:
- Option: enter 4.
- MMI Type: enter 1.

**Step 2** Press the 'ENTER' key to obtain the MMI Issuance Instruction Inquiry - Key Request Screen (Figure 1).

**Step 3** Enter Y for issuances with settlement prior to today; otherwise, leave this field blank.

and/or
Enter information in one or more of the following fields on the MMI Issuance Instruction Inquiry - Key Request Screen to narrow the range of issuance instructions displayed:
• Acronym: enter the acronym of the MMI Issuer.
• CUSIP Number: enter the 9-character CUSIP number.
• Issuer Number: enter the 6-character base Issuer number (i.e., the first six characters of the CUSIP number) associated with the MMI issue.
• Issuing Agent: enter the number of the MMI Issuing Agent that submitted the issuance instruction. A maximum of four digits can be entered.
• Paying Agent: enter the number of the Participant identified as the Paying Agent on the issuance instruction. A maximum of four digits can be entered.
• Receiving Part: enter the number of the DTC Participant who received the MMI. A maximum of four digits can be entered.
• Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
• MMI Type: enter the appropriate abbreviation to identify the type of MMI (e.g., CD, CP, CV, MT, etc.).

**Note:** If the MMI Type is entered on the Main Menu Screen, it is carried forward to this screen.

• Settlement Date: enter the settlement date in MMDDYY format.
• Transaction Type(s): enter Y in one or more of the following fields to view transactions of that particular type; optional:
  - Valid (Pending) Transactions
  - Valid (Processed) Transactions
  - Cancelled Transactions
  - Rejected Transactions

**Note:** Either the Issuing Agent, Paying Agent or receiving Participant number must be the same as the Participant's signon ID.
Step 4  Press the 'ENTER' key to obtain the MMI Issuance Instruction Inquiry - Summary Screen containing all issuances for the selection criteria entered (Figure 2). If the 'ENTER' key is pressed and no selection criteria is entered, all issuances with settlement dates equal to or greater than the current day and for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances will be listed in CUSIP number and input time order.

<table>
<thead>
<tr>
<th>CUSIP</th>
<th>ISS</th>
<th>RCV</th>
<th>MMI</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>123456789</td>
<td>CD</td>
<td>PTS</td>
<td>PND</td>
<td>10123.45</td>
</tr>
<tr>
<td>472392109</td>
<td>CD</td>
<td>PTS</td>
<td>PND</td>
<td>9023.45</td>
</tr>
</tbody>
</table>

** END OF DATA **

To View Detail Information For A Specific Issuance:

Step 5  Enter the selection number of the desired issuance in the Enter Selection Number field.

Step 6  Press the 'ENTER' key to obtain the first MMI Issuance Instruction Screen (Figure 3) displaying status information for the issuance selected.
Step 7  Press the 'PF1/23' key to obtain subsequent MMI Issuance Instruction Screens. Figures 4, 5 and 6 illustrate the screens applicable for a fixed rate, periodic income paying MMI.
Figure 3. Issuance Instruction For: Institutional CD Screen displaying status information
**Figure 4. First Issuance Instruction For: Institutional CD Screen**

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>I/A Transaction #</td>
<td>123456789012345</td>
</tr>
<tr>
<td>Settlement Date (MMDDYY)</td>
<td>12 17 93</td>
</tr>
<tr>
<td>Issuing Agent</td>
<td>(IA #1 NAME) 2199</td>
</tr>
<tr>
<td>Dated Date (MMDDYY)</td>
<td>12 17 93</td>
</tr>
<tr>
<td>Paying Agent</td>
<td>(PA #1 NAME) 1234</td>
</tr>
<tr>
<td>Maturity Date (MMDDYY)</td>
<td>11 18 94</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td>123456789 ** ORIGINAL ISSUANCE **</td>
</tr>
<tr>
<td>Face Value</td>
<td>10000</td>
</tr>
<tr>
<td>Minimum Denomination</td>
<td>10000</td>
</tr>
<tr>
<td>Settlement Amount</td>
<td>10123.45</td>
</tr>
<tr>
<td>Incremental Denomination</td>
<td></td>
</tr>
<tr>
<td>Receiving Part.</td>
<td>(RP #1 NAME) 9999</td>
</tr>
<tr>
<td>(Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Deliver Order Comment</td>
<td></td>
</tr>
<tr>
<td>Previously Issued Ex-DTC</td>
<td></td>
</tr>
<tr>
<td>Last Pymt Date (Targeted)</td>
<td></td>
</tr>
<tr>
<td>Special Instruction</td>
<td></td>
</tr>
</tbody>
</table>

2/14: SUMMARY SCREEN 4/16: HELP 8/20: END
FUNCTION
MENU
<table>
<thead>
<tr>
<th>Feature</th>
<th>Setting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Payment Type (P/I/D)</td>
<td>P</td>
</tr>
<tr>
<td>Foreign Currency Denominated (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>Income Rate Type (F/V)</td>
<td>F</td>
</tr>
<tr>
<td>Currency Code</td>
<td>USD</td>
</tr>
<tr>
<td>U.S. $ Pymt Option (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>Periodic/Amort Principal (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>Indexed Principal (Y/N)</td>
<td>N</td>
</tr>
</tbody>
</table>

MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE

2/14: SUMMARY SCREEN  4/16: HELP  8/20: END
FUNCTION

Figure 5. Second Issuance Instruction For: Institutional CD
LAST SCREEN DISPLAYED
XX99
MM/DD/YY
00002199-99
HH:MM:SS
THE DEPOSITORY TRUST COMPANY

---
---------------------- INCOME PAYMENT -----------------------
---
Income Rate % (99.999): 09.030
Income Calculation Formula: 1
1st Income Pymt/$1000: 1.254167
Payment Interval Type (Y/M/W/D): M
Payment Interval Number (999): 3
1st Targeted Pymt. Date: 12 22 93
1st Actual Pymt. Date: 12 22 93
Accrual Period Method (P/R): P
Accrual Period Measure (A/T): A
---
2/14: SUMMARY SCREEN
4/16: HELP
8/20: END
9/21: SIGNOFF
10/22: PREV SCREEN
11/23: NEXT SCREEN
12/24: MAIN

Figure 6. Third Issuance Instruction For: Institutional CD Screen
Step 8  Press any of the following:

- 'PF2/14' key to return to the MMI Issuance Instruction Inquiry - Summary Screen (from the Issuance Instruction For: Institutional CD Screen), or to return to the MMI Issuance Instruction Inquiry - Key Request Screen (from the MMI Issuance Instruction Inquiry - Summary Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the MMI Issuance Instruction Inquiry - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
- 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
- 'PF12/24' key to return to the Main Menu Screen.
1.07 How To Perform An Issuance Control Inquiry For CD-504: Institutional CD

Step 1  Enter the following information on the Main Menu Screen:

- Option: enter 5.
- MMI Type: enter 1.

Step 2  Press the 'ENTER' key to obtain the Issuance Control Inquiry - Key Request Screen (Figure 1).

---

**ISSUANCE CONTROL INQUIRY - KEY REQUEST**

---

**ACRONYM** : 

**CUSIP NUMBER** : 

**ISSUER NUMBER** : 

**ISSUING AGENT** : 2199

**INPUT MEDIUM** : 

**MMI TYPE** : CD

**SETTLEMENT DATE** : 

---

**2/14: PREVIOUS SCREEN**

**7/19: PREVIOUS MENU**

**8/20: END FUNCTION**

**9/21: SIGNOFF**

**12/24: MAIN MENU**

---

Figure 1. Issuance Control Inquiry - Key Request Screen

Step 3  Enter information in one or more of the following fields on the Issuance Control Inquiry - Key Request Screen to narrow the range of information displayed:

- Acronym: enter the acronym of the MMI Issuer.
- Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (the 6-character base Issuer number).
- Issuing Agent: enter the number of the MMI Issuing Agent. A maximum of four digits can be entered.
- Paying Agent: enter the number of the MMI Paying Agent. A maximum of four digits can be entered; optional.
- MMI Type: enter the appropriate abbreviation to identify the type of MMI (e.g., CD, CP, CV, MT, etc.).

**Note:** If the MMI Type is entered on the Main Menu Screen, it is carried forward to this screen.

- Program Type: enter the appropriate program type to identify the applicable section of the SEC's Securities Act of 1933 by which the MMI is exempt from registration (e.g., 1: Section 3(a)1; 2: Section 3(a)2; etc.).

**Note:** Either the Issuing Agent or Paying Agent number must be the same as the Participant's signon ID.

**Step 4** Press the 'ENTER' key to obtain the Issuance Control Inquiry - Summary Screen containing all Issuer numbers for the selection criteria entered (Figure 2). If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. The information is listed in Issuer number order.
### Figure 2. Issuance Control Inquiry - Summary Screen

To View Detail Information For A Specific Issuer Program:

**Step 5**  
Enter the selection number of the desired Issuer program in the Enter Selection Number For Inquiry field.

**Step 6**  
Press the 'ENTER' key to obtain the first Issuer Program Information - Inquiry Screen displaying detail information for the Issuer program selected (Figure 3).
<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>MMI Type</td>
<td>INSTITUTIONAL CD</td>
</tr>
<tr>
<td>Effective Date</td>
<td>12/17/93</td>
</tr>
<tr>
<td>Acronym</td>
<td>CD01</td>
</tr>
<tr>
<td>Issuer Name</td>
<td>CD ISSUER NAME</td>
</tr>
<tr>
<td>State of Incorporation</td>
<td>NY</td>
</tr>
<tr>
<td>Federally Chartered</td>
<td>N</td>
</tr>
<tr>
<td>Country Code</td>
<td>USA</td>
</tr>
<tr>
<td>Issuer Number (Active)</td>
<td>CD1111</td>
</tr>
<tr>
<td>Minimum Denomination</td>
<td>10000</td>
</tr>
<tr>
<td>Incremental Denomination</td>
<td>1000</td>
</tr>
<tr>
<td>Market Code (PUBLIC-NYSE)</td>
<td>N</td>
</tr>
<tr>
<td>Global Program</td>
<td>N</td>
</tr>
<tr>
<td>Final Accr. Period Meas.</td>
<td>T</td>
</tr>
<tr>
<td>Targeted Maturity Date</td>
<td></td>
</tr>
</tbody>
</table>

**Figure 3. Issuer Program Information - Inquiry Screen**

**Step 7** Press the 'PF11/23' key to obtain subsequent Issuer Program Information - Inquiry Screens (Figures 4, 5 and 6).
XX99                       THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99              ISSUER PROGRAM FEATURES - INQUIRY
HH:MM:SS
===========================================================================
===
ISSUER1: CD1111                ACRONYM: CD01      CD CUSIP TEST
STATUS : ACTIVE                          STATUS : ACTIVE
===========================================================================
===
MMI TYPE: INSTITUTIONAL CD                EFFECTIVE DATE: 12/17/93
FEATURES:

VARIABLE RATE : Y   AMORT/PERIODIC PRIN: N   INDEXED PRINCIPAL:
Y
FOREIGN CURRENCY : N

===========================================================================
===
4/16: HELP          7/19: PREV MENU     8/20: END
FUNCTION

Figure 4. Issuer Program Features - Inquiry Screen
<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td>ISSUER PROGRAM AGENTS - INQUIRY</td>
</tr>
</tbody>
</table>

---

**ISSUER1: CD1111**

- **ACRONYM:** CD01
- **CD CUSIP TEST:**
- **STATUS:** ACTIVE

---

**MMI TYPE:** INSTITUTIONAL CD

**FUTURE EFFECTIVE DATE:** 12/17/93

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>DESCRIPTION</th>
<th>NUMBER</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>2199</td>
<td>IA #1 NAME</td>
<td>2345</td>
<td>PA #1 NAME</td>
</tr>
<tr>
<td>1234</td>
<td>IA #2 NAME</td>
<td>4567</td>
<td>PA #2 NAME</td>
</tr>
</tbody>
</table>

---

**FUNCTION**

- 7/19: PREV MENU
- 8/20: END
- 9/21: SIGNOFF
- 10/22: PREV SCREEN
- 11/23: NEXT SCREEN
- 12/24: MAIN MENU

---

*Figure 5. Issuer Program Agents - Inquiry Screen*
Figure 6. Issuer Program Contacts - Inquiry Screen
Step 8 Press any of the following:

- 'PF2/14' key to return to the Issuer Control Inquiry - Summary Screen (from the Issuer Program Information - Inquiry Screen), or to return to the Issuer Control Inquiry - Key Request Screen (from the Issuer Control Inquiry - Summary Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key or the 'PF12/24' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous screen.
- 'PF11/23' key to scroll forward to obtain the next screen.
1.08 How To Perform An Underwriting Notice Inquiry For CD-504: Institutional CD

**Step 1** Enter the following information on the Main Menu Screen:

- **Option:** enter 6.
- **MMI Type:** enter 1.

**Step 2** Press the 'ENTER' key to obtain the Underwriting Notice Inquiry - Key Request Screen (Figure 1).

**Step 3** Enter Y for notices with settlement prior to today; otherwise, leave this field blank.

and/or
Step 4  Enter information in one or more of the following fields on the Underwriting Notice Inquiry - Key Request Screen to narrow the range of notices displayed:

- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the 9-character CUSIP number.
- Issuer Number: enter the 6-character base Issuer number (i.e., 6 characters of the CUSIP number) associated with the MMI issue.
- MMI Type: enter the appropriate abbreviation to identify the type of MMI (e.g., CD, CP, CV, MT, etc.).

Note: If the MMI Type is entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MMDDYY format.
Step 5  Press the 'ENTER' key to obtain the Underwriting Notice Inquiry - Summary Screen containing all underwriting notices for the selection criteria entered (Figure 2). If the 'ENTER’ key was pressed and no selection criteria was entered, all notices with settlement dates equal to or greater than the current date appear. The records are listed in CUSIP number and input time order.

---

RECORDS WITH SETTLEMENT DATE AFTER 12/17/93

<table>
<thead>
<tr>
<th>CUSIP NUMBER</th>
<th>MMI TYPE</th>
<th>PAY TYPE</th>
<th>RATE</th>
<th>INCOME</th>
<th>FACE VALUE</th>
<th>ISSUER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) CD1111EA6</td>
<td>CD</td>
<td>DIS</td>
<td>9.000</td>
<td>10000</td>
<td></td>
<td>CD ISSUER NAME</td>
</tr>
<tr>
<td>2) CD1111AA0</td>
<td>CD</td>
<td>IAM-FIX</td>
<td>9.000</td>
<td>9000</td>
<td></td>
<td>CD ISSUER NAME</td>
</tr>
<tr>
<td>3) CD1111AC6</td>
<td>CD</td>
<td>PIP-VAR</td>
<td>9.000</td>
<td>10000</td>
<td></td>
<td>CD ISSUER NAME</td>
</tr>
<tr>
<td>4) 123456789</td>
<td>CD</td>
<td>PIP-FIX</td>
<td>9.030</td>
<td>10000</td>
<td></td>
<td>CD ISSUER NAME</td>
</tr>
</tbody>
</table>

** END OF DATA **

---

ENTER SELECTION NUMBER ======>

---

2/14: KEY REQUEST  8/20: END FUNCTION  9/21: SIGNOFF

Figure 2. Underwriting Notice Inquiry - Summary Screen

To View Detail Information For A Specific Underwriting Notice:

Step 6  Enter the selection number of the desired notice in the Enter Selection Number field.

Step 7  Press the 'ENTER' key to obtain the first Underwriting Notice For: Institutional CD Screen containing detail information for the underwriting notice selected (Figure 3).
Step 8 Press the 'PF11/23' key to obtain subsequent Underwriting Notice For: Institutional CD Screens. Figures 4, 5, 6 and 7 illustrate screens for a fixed-rate, periodic paying MMI.
### UNDERWRITING NOTICE FOR: Institutional CD

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Settlement Date (MMDDYY)</td>
<td>12-17-93</td>
</tr>
<tr>
<td>Dated Date (MMDDYY)</td>
<td>12-17-93</td>
</tr>
<tr>
<td>Maturity Date (MMDDYY)</td>
<td>11-18-94</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td>123456789</td>
</tr>
<tr>
<td>Face Value</td>
<td>10000</td>
</tr>
<tr>
<td>Minimum Denomination</td>
<td></td>
</tr>
<tr>
<td>Incremental Denomination</td>
<td>1000</td>
</tr>
<tr>
<td>Settlement Amount:</td>
<td>10123.40</td>
</tr>
<tr>
<td>Previously Issued Ex-DTC (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>Last Pymt Date (Targeted)</td>
<td></td>
</tr>
</tbody>
</table>

**Figure 3. First Underwriting Notice For: Institutional CD Screen**

or

Press any of the following:

- 'PF2/14' key to return to the Underwriting Notice Inquiry - Summary Screen (from the Underwriting Notice For: Institutional CD Screen) or to return to the Underwriting Notice Inquiry - Key Request Screen (from the Underwriting Notice Inquiry - Summary Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous screen.
- 'PF11/23' key to scroll forward to obtain the next screen.
- 'PF12/24' key to return to the Main Menu Screen.
**Figure 4. Second Underwriting Notice For: Institutional CD Screen**

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Payment Type</td>
<td>(P/I/D): P</td>
</tr>
<tr>
<td>Foreign Currency Denominated</td>
<td>(Y/N): N</td>
</tr>
<tr>
<td>Income Rate Type</td>
<td>(F/V): F</td>
</tr>
<tr>
<td>Currency Code</td>
<td>USD</td>
</tr>
<tr>
<td>U.S. $ Pymt Option</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Periodic/Amort Principal</td>
<td>(Y/N): N</td>
</tr>
<tr>
<td>Indexed Principal</td>
<td>(Y/N): N</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Function</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/14: SUMMARY SCREEN</td>
<td></td>
</tr>
<tr>
<td>4/16: HELP</td>
<td></td>
</tr>
<tr>
<td>8/20: END</td>
<td></td>
</tr>
<tr>
<td>9/21: SIGNOFF</td>
<td></td>
</tr>
<tr>
<td>10/22: PREV SCREEN</td>
<td></td>
</tr>
<tr>
<td>11/23: NEXT SCREEN</td>
<td></td>
</tr>
<tr>
<td>12/24: MAIN</td>
<td></td>
</tr>
</tbody>
</table>

---
Figure 5. Third Underwriting Notice For: Institutional CD Screen
THE DEPOSITORY TRUST COMPANY

MONEY MARKET INSTRUMENT PAGE 73 JULY 1996

ISSUANCE INSTRUCTION (MMII)

---

MMI TYPE: INSTITUTIONAL CD           EFFECTIVE DATE: 11/03/93
ACRONYM : ACR1                     ISSUER NAME : CD CUSIP TEST
STATE OF INCORPORATION : NY         NEW YORK
FEDERALLY CHARTERED : N            PROGRAM TYPE (SEC 3(a)3) : 3
COUNTRY CODE : USA                  UNITED STATES OF AMERICA
ISSUER NUMBER (ACTIVE) : 123456
MINIMUM DENOMINATION : 10000        INCREMENTAL DENOMINATION : 1000
MARKET CODE (PUBLIC-NYSE) : N       GLOBAL PROGRAM : N
FINAL ACCR. PERIOD MEAS. : T    TARGETED MATURITY DATE

---

FUNCTION
4/16: HELP 8/20: END

---

GUARANTOR : Guarantor Name

---

FUNCTION
4/16: HELP 7/19: PREV MENU 8/20: END

Figure 6. Issuer Program Information - Inquiry Screen

Figure 7. Issuer Program Contacts - Inquiry Screen
1.09 How To Perform A Dealer D.O. (DDO) Inquiry For CD-504: Institutional CD

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Main Menu Screen:  
| | • Option: enter 7.  
| | • MMI Type: enter 1. |
| Step 2 | Press the 'ENTER' key to obtain the Dealer Turnaround D.O. - Inquiry Screen (Figure 1). |
| Step 3 | Enter Y for DDOs with settlement prior to today; otherwise, leave this field blank. |

---

ENTER 'Y' FOR RECORDS WITH SETTLEMENT PRIOR TO TODAY:

ACRONYM:
CUSIP NUMBER:
ISSUER NUMBER:
DELIVERER:
RECEIVER:
INPUT MEDIUM:
MMI TYPE: CD
SETTLEMENT DATE:

ENTER 'Y' FOR THE DESIRED TRANSACTION TYPE(S):
VALID (PENDING):
VALID (PROCESSED):
REJECTED:

---

7/19: PREVIOUS MENU  8/20: END FUNCTION  9/21: SIGNOFF  
12/24: MAIN MENU

Figure 1. Dealer Turnaround D.O. - Inquiry Screen
and/or

Enter one or more of the following fields on the Dealer Turnaround D.O. - Inquiry Screen to narrow the number of D.O. records displayed:

- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the 9-character CUSIP number.
- Issuer Number: enter the 6-character base Issuer number (i.e., the first six characters of the CUSIP number) associated with the MMI issue.
- Deliverer: enter the Participant number of the Deliverer of the DDO.
- Receiver: enter the Participant number of the Receiver of the DDO.

Note: The Deliverer or Receiver number must match the Participant's signon ID.

- MMI Type: enter the appropriate abbreviation to identify the function (e.g., CD, CP, CV, MT, etc.).

Note: If the MMI Type is entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.
- Transaction Type (s): enter Y in one or more of the following fields to view transactions for that particular type; optional.
  - Valid (Pending)
  - Valid (Processed)
  - Rejected

Step 4 Press the 'ENTER' key to obtain the Dealer Turnaround D.O. Inquiry - Summary Screen containing all turnaround DOs sorted by CUSIP number and input time for the selection criteria entered (Figure 2). If the 'ENTER' key is pressed and no selection criteria was entered, all DDOs with the settlement date equal to the current date and for which the Deliverer is equal to the Participant's signon...
ID appear. The DDOs will be listed in CUSIP number and input time order.
Figure 2. Dealer Turnaround D.O. Inquiry - Summary Screen

To View Detail Information For A Specific DDO:

Step 5 Enter the number of the desired record in the Enter Selection Number field.

Step 6 Press the 'ENTER' key to obtain the first Dealer Turnaround D.O. For: Institutional CD Screen (Figure 3) displaying status information for the DDO selected.

and

Press the 'PF11/23' key to obtain the next Dealer Turnaround D.O. For: Institutional CD Screen (Figure 4).
PRESS PF11 TO GO TO NEXT SCREEN
XX99 THE DEPOSITORY TRUST COMPANY DATE:
MM/DD/YY 00002199-99 DEALER TURNAROUND D.O. FOR: Institutional CD TIME:
HH:MM:SS

---------------------------------------------------------------------------
===
---------------------- SECURITY DESCRIPTION ----------------
---
Short Description: PENDING-INSTI.CD
Long Description : PENDING ISSUANCE - INSTITUTIONAL CERT. OF DEPOSIT
Sub-Issue Type   : 504 Institutional CD

----------------------- STATUS INFORMATION ----------------
---
Input Status     : VALID
Input Time       : 12/17/93 11:45:42
Input Media      : PTS
DTC Reference #  : 1993-12-17-15.45.42.641527
Signon Id        : 00002199-99
Term Id          : TX63
Process Status   : TO RAD
Process Time:    : 12/17/93 12:00

---------------------------------------------------------------------------
---
2/14: SUMMARY SCREEN 4/16: HELP SCREEN 8/20: END
FUNCTION
MENU

Figure 3. Dealer Turnaround DO For: Institutional CD Screen
**Figure 4. Dealer Turnaround DO For: Institutional CD Screen**

<table>
<thead>
<tr>
<th>PRESS PF11 TO GO TO NEXT SCREEN</th>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0002199-99 DEALER TURNAROUND D.O. FOR: Institutional CD</td>
<td></td>
<td></td>
<td>TIME:</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Issuer Acronym:</th>
<th>ACR1</th>
<th>Issuer Acronym Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSIP Number:</td>
<td>123456789</td>
<td>(Pending-Instit.CD)</td>
</tr>
<tr>
<td>Deliverer:</td>
<td>9999</td>
<td>(DELV #1 NAME)</td>
</tr>
<tr>
<td>Receiver:</td>
<td>8888</td>
<td>(RCVR #1 NAME)</td>
</tr>
<tr>
<td>Face Value:</td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td>Settlement Amount:</td>
<td>$10,123.40</td>
<td></td>
</tr>
<tr>
<td>Reason Code:</td>
<td>XXX</td>
<td>(Reason Code Text)</td>
</tr>
<tr>
<td>Deliver Order Comment:</td>
<td>1)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4)</td>
<td></td>
</tr>
</tbody>
</table>

---

2/14: SUMMARY SCREEN        4/16: HELP SCREEN        8/20: END FUNCTION

---
Step 7  Press any of the following:

- 'PF2/14' key to return to the Dealer Turnaround D.O. Inquiry - Summary Screen.
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Dealer Turnaround D.O. - Inquiry Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Dealer Turnaround D.O. Inquiry Screen.
- 'PF11/23' key to scroll forward to obtain the next Dealer Turnaround D.O. Inquiry Screen.
- 'PF12/24' key to return to the Main Menu Screen.
1.10 How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry For

CD-504: Institutional CD

Step 1
Enter the following information on the Main Menu Screen:
- Option: enter 8.
- MMI Type: enter 1.

Step 2
Press the 'ENTER' key to obtain the CD Issuance Instruction & Dealer D.O. Summary Inquiry Screen (Figure 1).

Step 3
Press any of the following:
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
1.11 How To Perform A CUSIP Look-up Inquiry For CD-504: Institutional CD

Step | Action
--- | ---
**Step 1** | Enter the following information on the Main Menu Screen:
- **Option:** enter 9.
- **MMI Type:** enter 1.

**Step 2** | Press the 'ENTER' key to obtain the CUSIP Lookup Inquiry - Key Request Screen (Figure 1).

**Figure 1. CUSIP Lookup Inquiry - Key Request Screen**

*Enter, Acronym, Issuer Number or Generic Issue Name*

| MM/DD/YY | THE DEPOSITORY TRUST COMPANY
| 00002199-99 | CUSIP LOOKUP INQUIRY - KEY REQUEST
| HH:MM:SS |

-----

**ACRONYM:**

**ISSUER NUMBER:**

**GENERIC ISSUER NAME:**

**DATED DATE:** (MM DD CCYY)

**MATURE DATE:** (MM DD CCYY)

**INCOME RATE:** (999.99999)

**STATUS:** A (active), I(nactive), P(end Add)

**MMI TYPE:** CD INSTITUTIONAL CD

---

2/14: PREVIOUS SCREEN
8/20: END FUNCTION 9/21: SIGNOFF 12/24: MAIN

*Figure 1. CUSIP Lookup Inquiry - Key Request Screen*

**Step 3** | Enter the following information on the CUSIP Lookup Inquiry - Key Request Screen:
• Acronym: enter the 4-character acronym assigned to the Issuer by DTC.
• Issuer Number: enter the 6-character Issuer number assigned by CUSIP to the Issuer.
• Generic Issuer Name: enter all or a portion of the Generic Issuer's name.
**Note**: Only one of the above fields may be entered into the system.

- Dated Date: enter a specific dated date in MMDDCCYY format; optional.
- Maturity Date: enter a specific maturity date in MMDDCCYY format; optional.
- Income Rate: enter a specific income rate in 999.99999 format; optional.
- Status: generated by the system, one of the following appears:
  - A: active
  - I: inactive
  - P: pending add
- MMI Type: generated by the system.

**Step 4** Press the 'ENTER' key to obtain the CUSIP Lookup Inquiry - Summary Screen (Figure 2).
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Dated Date</th>
<th>Status</th>
<th>Issuer Number</th>
<th>Maturity Date</th>
<th>Income Rate</th>
<th>MMI Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>T***</td>
<td></td>
<td>ACTIVE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MMI Typ</th>
<th>CUSIP</th>
<th>Acronym</th>
<th>Issuer Name</th>
<th>Date</th>
<th>Date</th>
<th>Rate (%)</th>
<th>Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD</td>
<td>CD1111AA1</td>
<td>T***</td>
<td>CD Issuer Name</td>
<td>12/06/93</td>
<td>12/30/94</td>
<td>3.01000</td>
<td>PIP</td>
</tr>
<tr>
<td>CD</td>
<td>CD1111AB2</td>
<td>T***</td>
<td>CD Issuer Name #2</td>
<td>12/09/93</td>
<td>03/04/94</td>
<td>1.10000</td>
<td>IAM</td>
</tr>
<tr>
<td>CD</td>
<td>CD1111AC0</td>
<td>T***</td>
<td>CD Issuer Name #3</td>
<td>11/29/93</td>
<td>04/05/95</td>
<td>.01000</td>
<td>PIP</td>
</tr>
<tr>
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Figure 2. CUSIP Lookup Inquiry - Summary Screen
Step 5  Press any one of the following:

- 'PF2/14' key to return to the CUSIP Lookup Inquiry- Key Request Screen.
- 'PF7/19' key to return to Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous CUSIP Lookup Inquiry - Summary Screen.
- 'PF11/23' key to scroll forward to obtain the next CUSIP Lookup Inquiry - Summary Screen.
- 'PF12/24' key to return to the Main Menu Screen.
### 1.12 Currency Code Descriptions

The Participant may obtain this listing via the Help Facility by pressing the 'PF4/16' key on the second Issuance Instruction For: Institutional CD Screen (i.e., Features Screen).

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1.13 Help Facility

The Help Facility is available for all options except the following:

- 3: Withdrawal Instructions
- 8: II/DDO Summary Inquiry

This facility provides Participants with the following information for a selected field:

- a definition of the field and whether the field is required or optional.
- the format of the information to be entered in the field (character type and length).
- aliases for the field name.
- any comments/miscellaneous information regarding the field.
- warning information concerning the field.
- possible values, if any, to be entered in the field.
- explanations for possible error/warning messages displayed to the Participant in relation to the field.
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<td><strong>Step 1</strong></td>
<td>Press the 'PF4/16' key (where specified) to obtain the MMI Help (Menu) Screen. Figure 1 represents the MMI Help (Menu) Screen obtained when the 'PF4/16' key is pressed while in the second Issuance Instruction For: Institutional CD Screen (i.e., Features Screen).</td>
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**Figure 1. MMI Help (Menu) Screen**

Step 2 Enter one of the following field text types in the Enter Field Text Type field on the MMI Help (Menu) Screen:

- 1: Definition
- 2: Format
- 3: Aliases
- 4: Comments
- 5: Warnings
- 6: Values
• 7: Edit Codes
• X: All of the above mentioned text types
and

Enter the field number in the Enter Number For Field Name field.

**Step 3** Press the 'ENTER' key to obtain the first of multiple Help (Detail) Screens displaying the appropriate information for the selection criteria entered. Figure 2 represents the first screen of information available for the Income Payment Type field.

![Figure 2. First Help (Detail) Screen](image)

or

Press any of the following:

- 'PF2/14' key to return to the MMI Help (Menu) Screen.
- 'PF3/15' key to return to the screen from which the Help Facility was obtained.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.
## 1.14 Error Codes And Descriptions

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<td>W9</td>
<td>The Embargo Indicator is equal to Y for the ISO country code.</td>
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<td></td>
<td>ZZ</td>
<td>The BA Country/State of Destination is not a valid ISO country code or US Postal State Code.</td>
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<td>ZX</td>
<td>The Embargo Indicator is equal to Y for the ISO country code.</td>
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<td>ZY</td>
<td>The BA Country/State of Origin is not a valid ISO country code or US Postal State Code.</td>
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<td>The BA Dollar Valuation amount is not numeric.</td>
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<td>Invalid day for BA Draft Date (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or \</td>
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<td>BA Letter of Credit name is equal to spaces. \</td>
</tr>
<tr>
<td>BA Number of Occurrences</td>
<td>ZS</td>
<td>Number of occurrences is not numeric. \</td>
</tr>
<tr>
<td>BA Number of Occurrences</td>
<td>ZT</td>
<td>Number of occurrences exceeds the maximum number of 15. \</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>BA Valuation Percentage</td>
<td>ZW</td>
<td>The BA Valuation Percentage is not numeric.</td>
</tr>
<tr>
<td>Call Indicator</td>
<td>R0</td>
<td>Call Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td></td>
<td>R1</td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td></td>
<td>R3</td>
<td>If the Call Indicator equals N, the following fields are not applicable and do not contain the default value: First Call Date - default is zero. Call Price Percentage - default is zero.</td>
</tr>
<tr>
<td>Call Price Percentage</td>
<td>RI</td>
<td>Call price percentage is not numeric. (Applies when the Call Indicator equals Y.)</td>
</tr>
<tr>
<td></td>
<td>RJ</td>
<td>Call price percentage is equal to zero. (Applies when the Call Indicator equals Y.)</td>
</tr>
<tr>
<td>Changeable Income Payment Frequency</td>
<td>XW</td>
<td>Changeable Income Payment Frequency Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>XX Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commission Percentage</td>
<td>IO</td>
<td>Commission rate is not numeric.</td>
</tr>
<tr>
<td>Currency Code</td>
<td>JD</td>
<td>Security matures in less than 30 days. Applicable when the Foreign Currency Code does not equal USD (US Dollars).</td>
</tr>
<tr>
<td></td>
<td>SG</td>
<td>Currency Code is not a valid ISO currency code.</td>
</tr>
<tr>
<td></td>
<td>SH</td>
<td>Foreign Currency Denominated Indicator equals N and the Currency Code is equal to USD (US Dollars).</td>
</tr>
<tr>
<td></td>
<td>SI</td>
<td>Foreign Currency Denominated Indicator equals Y and the Currency Code is equal to USD (US Dollars).</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td>01</td>
<td>First 6 digits of the CUSIP number are equal to zeroes.</td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>CUSIP number is invalid.</td>
</tr>
<tr>
<td></td>
<td>03</td>
<td>Invalid check digit for the CUSIP number.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>04</td>
<td>Issuer number is in 'delete' status and is not eligible for MMI issuance instructions.</td>
</tr>
<tr>
<td></td>
<td>05</td>
<td>Issuer number is in 'frozen' status and is not eligible for MMI issuance instructions.</td>
</tr>
<tr>
<td></td>
<td>06</td>
<td>Seventh and eighth positions of the CUSIP number do not equal one of the valid issue numbers established for each possible maturity date month and day. (Applies to Issuer numbers set up on the Issuer Number Table as Discount Issuer numbers.) (This implies that the span from dated date to maturity date is 1 year or less.)</td>
</tr>
<tr>
<td>CUSIP Number (continued)</td>
<td>07</td>
<td>CUSIP number's maturity date has passed.</td>
</tr>
<tr>
<td></td>
<td>08</td>
<td>CUSIP number is no longer eligible for MMI issuance instructions.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>XF</td>
<td></td>
<td>Issuance and Deliver Order information on the issuance instruction does not match the original issuance instruction's Issuance and Deliver Order information.</td>
</tr>
<tr>
<td>XG</td>
<td></td>
<td>Features information on the issuance instruction does not match the original issuance instruction's Features information.</td>
</tr>
<tr>
<td>XH</td>
<td></td>
<td>Income Payment information on the issuance instruction does not match the original issuance instruction's Income Payment information.</td>
</tr>
<tr>
<td>XI</td>
<td></td>
<td>Variable Rate Income Payment information does not match the original issuance instruction's Variable Rate Income Payment information.</td>
</tr>
<tr>
<td>CUSIP Number (continued)</td>
<td>XJ</td>
<td>Principal Payment information on the issuance instruction does not match the original issuance instruction's Principal Payment information.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>XK</td>
<td>Indexed Principal Payment information on the issuance instruction does not match the original issuance instruction's Indexed Principal Payment information.</td>
<td></td>
</tr>
<tr>
<td>XL</td>
<td>Put Option and Call information on the issuance instruction does not match the original issuance instruction's Put Option and Call information.</td>
<td></td>
</tr>
<tr>
<td>XM</td>
<td>The CUSIP number already exists for a Bankers' Acceptance (i.e., no additional issuance instructions are allowed for a Banker's acceptance).</td>
<td></td>
</tr>
<tr>
<td>WT</td>
<td>Issuer's credit rating is in default.</td>
<td></td>
</tr>
<tr>
<td>Cutoff Time</td>
<td>Past cutoff time (3:00 p.m. Eastern time) for valued issuance DOs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Past cutoff time (5:00 p.m. Eastern time) for free issuance instructions requiring MFC Security Table add.</td>
<td></td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>---------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>A3</td>
<td></td>
<td>Past cutoff time (6:15 p.m. Eastern time) for free issuance instructions requiring no MFC Security Table add.</td>
</tr>
<tr>
<td>W3</td>
<td></td>
<td>Past cutoff time (5:00 p.m. Eastern time) for issuance cancellations.</td>
</tr>
<tr>
<td>W4</td>
<td></td>
<td>Issuance cancellation does not match a pending issuance instruction.</td>
</tr>
<tr>
<td>Dated Date</td>
<td>40</td>
<td>Invalid month for dated date (month is not equal to 1-12); or invalid day for dated date (day is not equal to 1-31); or invalid year for dated date (year is not numeric.)</td>
</tr>
<tr>
<td>Dealer Turnaround DO</td>
<td>01</td>
<td>First six characters of the CUSIP number (Issuer number) are equal to zeroes.</td>
</tr>
<tr>
<td>Dealer Turnaround DO (continued)</td>
<td>02</td>
<td>CUSIP number is invalid (positions 1-8 of the CUSIP number are not equal to A-H, J-N, P-Z or 0-9, or position 9 of the CUSIP number is not equal to 0-9). Note: The letters I and O are not valid characters to be used for the CUSIP number.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td></td>
<td>03</td>
<td>Invalid check digit for the CUSIP number.</td>
</tr>
<tr>
<td></td>
<td>04</td>
<td>Issuer number is in 'delete' status and is not eligible for MMI issuance instructions.</td>
</tr>
<tr>
<td></td>
<td>05</td>
<td>Issuer number is in 'frozen' status and is not eligible for MMI issuance instructions.</td>
</tr>
<tr>
<td></td>
<td>08</td>
<td>CUSIP number is no longer eligible for MMI issuance instructions.</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>Issuing Agent number is chilled for SDFS valued DOs.</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>Issuing Agent number is chilled for SDFS free DOs.</td>
</tr>
<tr>
<td></td>
<td>33</td>
<td>Receiving Participant number is not SDFS-eligible.</td>
</tr>
<tr>
<td></td>
<td>34</td>
<td>Receiving Participant number is chilled for SDFS valued DOs.</td>
</tr>
<tr>
<td></td>
<td>35</td>
<td>Receiving Participant number is chilled for SDFS valued DOs.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Dealer Turnaround DO (continued)</td>
<td>70</td>
<td>Face Value or Number of Shares is not numeric.</td>
</tr>
<tr>
<td>71</td>
<td>Face Value or Number of Shares is equal to zeroes.</td>
<td></td>
</tr>
<tr>
<td>72</td>
<td>Face Value or Number of Shares is greater than 50,000,000 for valued DOs.</td>
<td></td>
</tr>
<tr>
<td>73</td>
<td>Face Value or Number of Shares is greater than 999,999,999 for free DOs.</td>
<td></td>
</tr>
<tr>
<td>80</td>
<td>Settlement amount is not numeric.</td>
<td></td>
</tr>
<tr>
<td>81</td>
<td>Settlement amount is greater than 9,999,999,999.99.</td>
<td></td>
</tr>
<tr>
<td>A0</td>
<td>The RAD processing period is not equal to P1, P2 or P3.</td>
<td></td>
</tr>
<tr>
<td>A1</td>
<td>Past cutoff time (3:00 p.m. Eastern time) for valued Dealer turnaround DOs.</td>
<td></td>
</tr>
<tr>
<td>A2</td>
<td>Past cutoff time (5:00 p.m. Eastern time) for free Dealer turnaround DOs requiring MFC Security Table add.</td>
<td></td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Dealer Turnaround DO (continued)</td>
<td>V1</td>
<td>Deliverer is not SDFS eligible.</td>
</tr>
<tr>
<td>End Date of First Tender Period</td>
<td>PI</td>
<td>Invalid month for end date of first tender period (i.e., month is not equal to 1-12):</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invalid day for end date of first tender period (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year);</td>
</tr>
<tr>
<td></td>
<td></td>
<td>or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invalid year for end date of first tender period (i.e., the year is not numeric). (Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>End Date of First Tender Period</td>
<td>PL</td>
<td>The end date of the first tender period is greater than the maturity date. (Applies when the Repayment Put Options Indicator equals Y).</td>
</tr>
<tr>
<td>(continued)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>End Date of Last Tender Period</td>
<td>PM</td>
<td>The end date of the first tender period is greater than the pay date of the first tender period, or is greater than the end date of the last tender period.</td>
</tr>
</tbody>
</table>
### FIELD NAME

**End Date of Last Tender Period**  
**Extendable Maturity Indicator**

<table>
<thead>
<tr>
<th>FIELD NAME</th>
<th>ERROR #</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>End Date of Last Tender Period</td>
<td>Q0</td>
<td>Invalid month for end date of last tender period (i.e., month is not equal to 1-12); or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invalid day for end date of last tender period (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or</td>
</tr>
<tr>
<td>End Date of Last Tender Period</td>
<td>Q3</td>
<td>The end date of the last tender period is greater than the maturity date. (Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td>(continued)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extendable Maturity Indicator</td>
<td>SA</td>
<td>Extension of maturity indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>SB</td>
<td></td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td>Face Value or # of</td>
<td>70</td>
<td>Field is not numeric.</td>
</tr>
<tr>
<td>Shares</td>
<td>71</td>
<td>Field is equal to zeroes.</td>
</tr>
<tr>
<td>Face Value or # of</td>
<td>72</td>
<td>Field is greater than 50,000,000 for valued DOs.</td>
</tr>
<tr>
<td>Shares (continued)</td>
<td>73</td>
<td>Field is greater than 999,999,999 for free DOs.</td>
</tr>
<tr>
<td>Face Value or # of</td>
<td>W2</td>
<td>The number of shares multiplied by the liquidation preference amount is greater than 50,000,000 (valued DO) or the number of shares multiplied by the liquidation preference amount is greater than 999,999,999 (free DO). This applies to preferred stock in CP-like mode.</td>
</tr>
<tr>
<td>Final Income Payment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Calendar/Business Day</td>
<td>WW</td>
<td>Indicator is not space. (Applies if Settlement Days Income Payment After Maturity Date is zeroes.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Final Principal Payment Calendar/Business Day Indicator</td>
<td>ZO</td>
<td>Indicator is not equal to B or C.</td>
</tr>
<tr>
<td>Final Principal Payment Calendar/Business Day Indicator</td>
<td>WX</td>
<td>Indicator is not space. (Applies if Settlement Days Principal Payment After Maturity Date is zeroes.)</td>
</tr>
<tr>
<td>ZM Indicator is not equal to B or C.</td>
<td>ZM</td>
<td>Indicator is not equal to B or C.</td>
</tr>
<tr>
<td>First Actual Income Payment Date</td>
<td>Y8</td>
<td>Invalid month for first payment date (month not equal to 1-12); or invalid day for first payment date (day not equal to 1-31); or invalid year for first payment date (year is not numeric).</td>
</tr>
<tr>
<td>WJ Date is not a DTC settlement date or, when applicable, a London business date.</td>
<td>WJ</td>
<td>Date is not a DTC settlement date or, when applicable, a London business date.</td>
</tr>
<tr>
<td>WK Date is not between settlement date and maturity date.</td>
<td>WK</td>
<td>Date is not between settlement date and maturity date.</td>
</tr>
<tr>
<td>First Actual Principal Payment Date</td>
<td>J4</td>
<td>Date is not between settlement date and maturity date.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Z6</td>
<td>First Actual Principal Payment Date is invalid (e.g., day is not valid for month or year is not numeric).</td>
<td></td>
</tr>
<tr>
<td>Z7</td>
<td>Date is not a DTC settlement date or, when applicable, a London business date.</td>
<td></td>
</tr>
<tr>
<td>First Call Date</td>
<td>RA</td>
<td>Invalid month for first call date (i.e., month is not equal to 1-12); or Invalid day for first call date (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year). or Invalid year for first call date (i.e., the year is not numeric). (Applies when the Call Indicator equals Y.)</td>
</tr>
<tr>
<td>RB</td>
<td>Date is not between settlement date and maturity date.</td>
<td></td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>First Income Payment Record Date</td>
<td>EA</td>
<td>Invalid month for actual record date (i.e., month is not equal to 1-12);</td>
</tr>
<tr>
<td>(continued)</td>
<td></td>
<td>or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invalid day for actual record date (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-29 for month 2 of a leap year; day is not equal to 1-28 for month 2 of a non-leap year).</td>
</tr>
<tr>
<td></td>
<td></td>
<td>or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invalid year for record date (i.e., the year is not numeric). (Applies when the field Income Payment Record/Payable Date Difference equals O.)</td>
</tr>
<tr>
<td>First Income Payment Record Date</td>
<td>ED</td>
<td>Income Payment Record Date is greater than or equal to the Targeted First Income Payment Date.</td>
</tr>
<tr>
<td>(continued)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Principal Payment Record Date</td>
<td>J2</td>
<td>First Principal Payment Record Date is not equal to the First Income Payment Record Date.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>J8</td>
<td>Date is less than or equal to settlement date.</td>
</tr>
<tr>
<td>J8</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Z8</td>
<td>First Principal Payment Record Date is invalid (e.g., day is not valid for month, or year is not numeric).</td>
</tr>
<tr>
<td></td>
<td>Z9</td>
<td>First Principal Payment Date is greater than or equal to the First Principal Record Date.</td>
</tr>
<tr>
<td></td>
<td>BO</td>
<td>Invalid month for first payment date (month not equal to 1-12); or invalid day for first payment date (day not equal to 1-31); or invalid year for first payment date (year is not numeric).</td>
</tr>
<tr>
<td>First Targeted Income Payment Date</td>
<td>WL</td>
<td>Date is not between settlement date and maturity date.</td>
</tr>
<tr>
<td></td>
<td>J5</td>
<td>Date is not between settlement date and maturity date.</td>
</tr>
<tr>
<td>First Targeted Principal Payment Date</td>
<td>Z4</td>
<td>First Targeted Principal Payment Date is invalid (e.g., day is not valid for month, or year is not numeric).</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Foreign Currency</td>
<td>Z5</td>
<td>First Targeted Principal Payment Date does not fall in the cycle of the Income Payment Frequency Interval. (Applies to MMIs with Income Payment Type equal to P and Periodic/Amortizing Principal Indicator equal to Y.)</td>
</tr>
<tr>
<td>Denominated Indicator</td>
<td>SD</td>
<td>Foreign Currency Denominated Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td></td>
<td>SE</td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td>Income Calculation</td>
<td>Y3</td>
<td>Income Calculation Formula Type is not equal to 01, 02, 03, 04, 05 or 06.</td>
</tr>
<tr>
<td>Formula Type</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income Payment</td>
<td>YA</td>
<td>Income Payment Accrual Period Measure Type is not equal to A or T.</td>
</tr>
<tr>
<td>Accrual Period</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Measure Type</td>
<td>YB</td>
<td>Income Payment Accrual Period Measure Type is equal to spaces and the Income Payment Accrual Period Method Type is equal to P.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>YC Income Payment Accrual Period Measure Type is not equal to spaces and the Income Payment Accrual Period Method Type is equal to R.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>YD Income Payment Accrual Period Method Type is not equal to R or P.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G0 Amount per $1000 is not numeric (applies if the Foreign Currency Denominated Indicator equals N).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G1 Amount is zeroes (applies if the Foreign Currency Denominated Indicator equals N).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GA Amount per $1000 is not numeric (applies if the Foreign Currency Denominated Indicator equals N).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GB Amount is not equal to DTC's calculated amount (applies if the Foreign Currency Denominated Indicator equals N).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WS Income Payment Business/Calendar Indicator is not equal to B or C.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Income Payment Day Of Month (DOM)</td>
<td>YF</td>
<td>Income Payment Day of Month is not equal to 1 through 31 (applies if the Income Payment Frequency Interval Type equals Y or M).</td>
</tr>
<tr>
<td></td>
<td>YG</td>
<td>Income Payment Day of Month is not equal to 0 and Income Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>Income Payment DOM</td>
<td>YH</td>
<td>Income Payment DOM Business/Calendar Indicator is not equal to B or C (applies if the Income Payment Frequency Interval Type equals Y or M).</td>
</tr>
<tr>
<td>Business/Calendar Indicator</td>
<td>YI</td>
<td>Income Payment DOM Business/Calendar Indicator is not equal to spaces and Income Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>Income Payment Day Of Week</td>
<td>YL</td>
<td>Income Payment Day of Week is not equal to M, T, W, R or F (applies if the Income Payment Frequency Interval Type equals Y or M).</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>YM Income Payment Day of Week</td>
<td>YM</td>
<td>Income Payment Day of Week is blank and Income Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>Income Payment Day Of Week (continued)</td>
<td>WO</td>
<td>Income Payment Week of Month is greater than zeroes or Income Payment Day of Week is not blank and Income Payment Day of Month is greater than zeroes and Income Payment DOM Business/Calendar Indicator is not blank.</td>
</tr>
<tr>
<td>Income Payment Frequency Interval Number</td>
<td>Y5</td>
<td>Income Payment Frequency Interval Number is not numeric.</td>
</tr>
<tr>
<td></td>
<td>Y6</td>
<td>Income Payment Frequency Interval Number is equal to zero and the Income Payment Frequency Interval Type is equal to Y, M or W.</td>
</tr>
<tr>
<td></td>
<td>Y7</td>
<td>Income Payment Frequency Interval Number is less than 7 and the Income Payment Frequency Interval Type is equal to D.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>---------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Income Payment Frequency Interval Type</td>
<td>Y4</td>
<td>Income Payment Frequency Interval Type is not equal to Y, M, W or D.</td>
</tr>
<tr>
<td>Income Payment Index Maturity Interval Number</td>
<td>L1</td>
<td>Index Maturity Interval Number is not equal to 00-99.</td>
</tr>
<tr>
<td>Income Payment Index Maturity Interval Type</td>
<td>L0</td>
<td>Index Maturity Interval Type is not equal to Y, M, D or W.</td>
</tr>
<tr>
<td>Income Payment Record/Payable Date Difference (# of days record date precedes pay date)</td>
<td>E0</td>
<td>Number of days is not numeric.</td>
</tr>
<tr>
<td></td>
<td>E2</td>
<td>Number of days is zeroes and the First Targeted Income Payment Record Date is equal to zeroes.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Income Payment Record/Payable Date Difference (# of days record date precedes pay date) (continued)</td>
<td>E3</td>
<td>Number of days is greater than zeroes and the First Targeted Income Payment Record Date is not equal to zeroes (i.e., either the number of days or the First Targeted Income Payment Record Date should be supplied, but not both).</td>
</tr>
<tr>
<td>Income Payment Spread Percentage</td>
<td>MA</td>
<td>Spread percentage is not numeric.</td>
</tr>
<tr>
<td>Income Payment Spread Sign Type</td>
<td>M0</td>
<td>Spread Sign Type is not equal to + or -.</td>
</tr>
<tr>
<td>Income Payment Type</td>
<td>DA</td>
<td>Income Payment Type is not equal to P, D or I.</td>
</tr>
<tr>
<td>Income Payment Type</td>
<td>DB</td>
<td>Income Payment Type is not equal to Z for Discount Notes.</td>
</tr>
<tr>
<td>Income Payment Type (continued)</td>
<td>DC</td>
<td>Income Payment Type is not equal to P or I and the Issuance Product Type equals C, G, H or P (Corporate VRDO/CP, Tax-Exempt and Taxable Municipal VRDO/CP, and Preferred Stock in CP-like mode, respectively).</td>
</tr>
<tr>
<td>Income Payment Type</td>
<td>DD</td>
<td>Income Payment Type is not equal to D and the Issuer number is set up as a Discount Issuer number.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>DG</td>
<td></td>
<td>Income Payment Type equals P, Income Rate Type equals F and the inapplicable fields did not contain the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>DH</td>
<td></td>
<td>Income Payment Type equals P, Income Rate Type equals V and the inapplicable fields did not contain the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>Income Payment Type (continued)</td>
<td>DI</td>
<td>Income Payment Type equals D and the inapplicable fields did not contain the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>DJ</td>
<td></td>
<td>Income Payment Type equals I, Income Rate Type equals F and the inapplicable fields did not contain the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>DK</td>
<td></td>
<td>Income Payment Type equals I, Income Rate Type equals V and the inapplicable fields did not contain the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>Income Payment Variable Rate Index Name</td>
<td>MI</td>
<td>Index name is equal to blanks.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Income Payment Week Of Month</td>
<td>YJ</td>
<td>Income Payment Week of Month is not equal to 1 through 4 (applies if the Income Payment Frequency Interval Type equals Y or M).</td>
</tr>
<tr>
<td>Income Payment Week Of Month</td>
<td>YK</td>
<td>Income Payment Week of Month is not equal to 0 and Income Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>Weekend/Holiday Indicator</td>
<td>MJ</td>
<td>Income Payment Weekend/Holiday Indicator is not equal to A or B.</td>
</tr>
<tr>
<td>Income Rate, Discount Rate or Income Rate (1st Payment)</td>
<td>60</td>
<td>Rate is not numeric.</td>
</tr>
<tr>
<td></td>
<td>61</td>
<td>Rate is equal to zeroes.</td>
</tr>
<tr>
<td></td>
<td>63</td>
<td>Rate is greater than 99.999% (applies to MMIs with an Income Rate Type equal to F).</td>
</tr>
<tr>
<td></td>
<td>64</td>
<td>Rate is greater than 99.99999% (applies to MMIs with an Income Rate Type equal to V).</td>
</tr>
<tr>
<td>Income Rate Reset Indicator</td>
<td>SL</td>
<td>Income Rate Reset Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Income Rate Reset Indicator</td>
<td>SM</td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td>Income Rate Reset Interval Number</td>
<td>LE</td>
<td>Income Rate Reset Interval Number is not numeric.</td>
</tr>
<tr>
<td></td>
<td>LF</td>
<td>Income Rate Reset Interval Number is equal to zero.</td>
</tr>
<tr>
<td>Income Rate Reset Interval Type</td>
<td>LA</td>
<td>Income Rate Reset Interval Type is not equal to Y, M, D or W.</td>
</tr>
<tr>
<td>Income Rate Type</td>
<td>D0</td>
<td>Rate type is not equal to F or V and Income Payment Type is equal to P or I.</td>
</tr>
<tr>
<td></td>
<td>D1</td>
<td>Income Rate Type equals V and Variable Rate Type equals N on the Issuer Number Table.</td>
</tr>
<tr>
<td></td>
<td>DE</td>
<td>Income Payment Type is D and Income Rate Type is not blank.</td>
</tr>
<tr>
<td>Income Step-Up Rate</td>
<td>JB</td>
<td>Income Step-Up Rate is not equal to zero and Income Step-Up Rate Indicator equals N.</td>
</tr>
<tr>
<td>Income Step-Up Rate (continued)</td>
<td>Y0</td>
<td>Income Step-Up Rate is not numeric.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Income Step-Up Rate Effective Date</td>
<td>Y1</td>
<td>Income Step-Up Rate is equal to zero and Income Step-Up Rate Indicator equals Y.</td>
</tr>
<tr>
<td>Income Step-Up Rate Effective Date</td>
<td>JC</td>
<td>Income Step-Up Rate Effective Date is not equal to zero and Income Step-Up Rate Indicator is equal to N.</td>
</tr>
<tr>
<td>Income Step-Up Rate Effective Date</td>
<td>Y2</td>
<td>Invalid month for first payment date (i.e., month is not equal to 1-12); or invalid day for first payment date (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or Invalid year for first payment date (i.e., the year is not numeric). (Applies when Income Step-Up Rate Indicator equals Y.)</td>
</tr>
<tr>
<td>Income Step-Up Rate Indicator</td>
<td>XZ</td>
<td>Income Step-Up Rate Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Incremental Denomination Amount or Number of Shares Thereafter</td>
<td>WB</td>
<td>Field is equal to zeroes.</td>
</tr>
<tr>
<td>Indexed Principal Indicator</td>
<td>XS</td>
<td>Field is not numeric.</td>
</tr>
<tr>
<td>Indexed Principal Indicator</td>
<td>S0</td>
<td>Indexed Principal Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>Indexed Principal Indicator</td>
<td>S1</td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td>Indexed Principal Indicator</td>
<td>S3</td>
<td>Indexed Principal Indicator equals N and the fields that were not applicable do not contain the default value of zeroes or spaces.</td>
</tr>
<tr>
<td>Input Media</td>
<td>WO</td>
<td>The Input Media is not equal to 1, 2, 3 or 4.</td>
</tr>
<tr>
<td>Instruction Type</td>
<td>WU</td>
<td>Instruction Type is not equal to I and C.</td>
</tr>
<tr>
<td>Instruction Type</td>
<td>XE</td>
<td>Instruction Type is not equal to I, D or C.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>---------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Issuance MMI Type</td>
<td>10</td>
<td>Issuance MMI Type is not equal to A through C, Type H, J through L or N through Q (D, I, and M are reserved for current Discount CP, IAM CP and MTN, respectively).</td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>Issuance MMI Type is not equal to the Issuance MMI Type on the Issuer Number Table for the Issuer number specified.</td>
</tr>
<tr>
<td></td>
<td>X0</td>
<td>Issuance MMI Type is equal to A (Institutional Certificate of Deposit) and the fields which are not applicable were not initialized to the default value of space or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X1</td>
<td>Issuance MMI Type is equal to B (Corporate Commercial Paper) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X2</td>
<td>Issuance MMI Type is equal to C (Corporate VRDO in CP mode) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Issuance MMI Type (continued)</td>
<td>X3</td>
<td>Issuance MMI Type is equal to E (Tax-Exempt Municipal Commercial Paper) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X4</td>
<td>Issuance MMI Type is equal to F (Taxable Municipal Commercial Paper) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X5</td>
<td>Issuance MMI Type is equal to G (Tax-Exempt Municipal VRDO/CP) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X6</td>
<td>Issuance MMI Type is equal to H (Taxable Municipal VRDO/CP) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Issuance MMI Type (continued)</td>
<td>X7</td>
<td>Issuance MMI Type is equal to J (Medium-Term Note excluding Medium-Term Deposit Note and Bank Note) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X8</td>
<td>Issuance MMI Type is equal to K (Medium-Term Deposit Note) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>X9</td>
<td>Issuance MMI Type is equal to L (Medium-Term Bank Note) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>XA</td>
<td>Issuance MMI Type is equal to N (Short-Term Bank Note) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Issuance MMI Type (continued)</td>
<td>XB</td>
<td>Issuance MMI Type is equal to O (Discount Note) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>XC</td>
<td>Issuance MMI Type is equal to P (Preferred Stock in CP-like mode) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td></td>
<td>XD</td>
<td>Issuance MMI Type is equal to Q (Banker's Acceptance) and the fields which are not applicable were not initialized to the default value of spaces or zeroes.</td>
</tr>
<tr>
<td>Issuing Agent Number</td>
<td>20</td>
<td>Issuing Agent number is not numeric.</td>
</tr>
<tr>
<td></td>
<td>21</td>
<td>Issuing agent number is equal to zeroes.</td>
</tr>
<tr>
<td></td>
<td>22</td>
<td>Issuing Agent number is not a DTC Participant.</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>Issuing Agent number is chilled for SDFS valued DOs.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Issuing Agent Number (continued)</td>
<td>24</td>
<td>Issuing Agent number is not a valid Issuing Agent on the DTC Master Table for the specified Issuance Product Type.</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>Issuing Agent number is not eligible for the Issuer number specified.</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>Issuing Agent number is chilled for SDFS free Dos.</td>
</tr>
<tr>
<td>Last Payment Date (Targeted)</td>
<td>WH</td>
<td>Invalid month for last payment date (i.e., month not equal to 1-12); or invalid day for last payment date (i.e., day not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or invalid year for last payment date (year is not numeric).</td>
</tr>
<tr>
<td></td>
<td>WR</td>
<td>Date is greater than the DTC settlement date.</td>
</tr>
<tr>
<td>LIBOR Indexed Income Payment Indicator</td>
<td>YE</td>
<td>LIBOR Indexed Income Payment Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>LIBOR Indexed Principal Payment Indicator</td>
<td>JA</td>
<td>LIBOR Indexed Principal Payment Indicator is not equal to N when the Indexed Principal Indicator is equal to N and the Periodic Amortizing Principal Indicator is equal to Y.</td>
</tr>
<tr>
<td>LIBOR Indexed Principal Payment Indicator</td>
<td>ZF</td>
<td>LIBOR Indexed Principal Payment Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>Maturity Date</td>
<td>50</td>
<td>Invalid month for date (i.e., month is not equal to 1-12); or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invalid day for date (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or invalid year for date (year is not numeric).</td>
</tr>
<tr>
<td></td>
<td>53</td>
<td>Date is not greater than the settlement date.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Maturity Date (continued)</td>
<td>54</td>
<td>Date is not a valid DTC settlement date and the span from the dated date to the maturity date or mandatory tender date is less than five years.</td>
</tr>
<tr>
<td></td>
<td>55</td>
<td>Date is not greater than the dated date.</td>
</tr>
<tr>
<td></td>
<td>57</td>
<td>First six digits of the CUSIP number are not valid for maturities of the year specified (applies to Issuer numbers set up by DTC based on the Eligibility Control Form as Discount Issuer numbers and the span is one year or less). This edit does not apply to PFD/CP.</td>
</tr>
<tr>
<td></td>
<td>XO</td>
<td>Maturity date is not a valid LIBOR settlement date and the span from the dated date to the maturity date is less than five years (applies to MMIs indexed to LIBOR for income or principal payments).</td>
</tr>
<tr>
<td></td>
<td>XP</td>
<td>The maturity length (span from dated date to maturity date) is less than six calendar months (applies to Banker's Acceptance).</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Maturity Date</td>
<td>XQ</td>
<td>The maturity length (span from dated date to maturity date) is less than or equal to 180 calendar days and the Income Payment Type is not equal to I (Income at Maturity Only). (Applies to Corporate and Municipal VRDO/CP.)</td>
</tr>
<tr>
<td></td>
<td>W1</td>
<td>The maturity date is greater than the bond maturity date on the Issuer Number Table. (Applies to Corporate and Municipal VRDO/CP.)</td>
</tr>
<tr>
<td></td>
<td>WP</td>
<td>For Discount Issuer numbers, the span from the dated date to the maturity date is greater than one year.</td>
</tr>
<tr>
<td></td>
<td>WQ</td>
<td>Seventh and eighth positions of the CUSIP number (Issue number) are not equal to DTC's calculated maturity date. (Applies to Issuer numbers set up on the Issuer Number Table as Discount Issuer numbers.) (This implies that the span from the dated date to the maturity date is one year or less.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Minimum Denomination</td>
<td>WA</td>
<td>Field is equal to zeroes.</td>
</tr>
<tr>
<td>Amount or Number of Shares</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Edit Checks</td>
<td>UO</td>
<td>The issuance instruction is a duplicate issuance instruction based on the</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CUSIP number, transmission timestamp, input media, individual User signon,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>individual User number, individual User terminal/transmission ID and the</td>
</tr>
<tr>
<td>Miscellaneous Edit Checks</td>
<td></td>
<td>instruction type.</td>
</tr>
<tr>
<td>Miscellaneous Edit Checks</td>
<td>U1</td>
<td>The issuance instruction or turnaround DO was requested by ATP.</td>
</tr>
<tr>
<td></td>
<td>U2</td>
<td>The issuance instruction or turnaround DO was rejected by RAD.</td>
</tr>
<tr>
<td>Miscellaneous Edit Checks</td>
<td>U3</td>
<td>The CUSIP number for an issuance instruction or dealer turnaround DO was</td>
</tr>
<tr>
<td></td>
<td></td>
<td>not eligible (e.g., not found on the DTC Master Table) at cutoff time.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Pay Date of First Tender Period</td>
<td>PQ</td>
<td>Invalid month for pay date of first tender period (i.e., month is not equal to 1-12); or invalid day for pay date of first tender period (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or invalid year for pay date of first tender period (i.e., the year is not numeric). (Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td>PT</td>
<td></td>
<td>The pay date of the first tender period is greater than the maturity date. (Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Paying Agent Number</td>
<td>36</td>
<td>Paying Agent number is not a valid Paying Agent for the specific Issuance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Product Type on the DTC Master Table.</td>
</tr>
<tr>
<td></td>
<td>37</td>
<td>Paying Agent number is not a DTC Participant.</td>
</tr>
<tr>
<td></td>
<td>39</td>
<td>Paying Agent number is not numeric.</td>
</tr>
<tr>
<td></td>
<td>WC</td>
<td>Paying Agent number is not eligible for the Issuer number specified.</td>
</tr>
<tr>
<td>Periodic/Amortizing Principal</td>
<td>S5</td>
<td>Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>S6</td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the</td>
</tr>
<tr>
<td></td>
<td></td>
<td>issuance instruction is equal to Y.</td>
</tr>
<tr>
<td></td>
<td>S8</td>
<td>Periodic/Amortizing Principal Indicator equals N and the fields that were</td>
</tr>
<tr>
<td></td>
<td></td>
<td>not applicable do not contain the default value of zeroes or spaces.</td>
</tr>
<tr>
<td>Previously Issued Ex-DTC</td>
<td>WN</td>
<td>The Ex-DTC Issuance Deposit Indicator is equal to N and the last payment</td>
</tr>
<tr>
<td>Indicator</td>
<td></td>
<td>(targeted) date is not blank.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>XN</td>
<td></td>
<td>The Previously Issued Ex-DTC indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>Principal Payment Business/Calendar Indicator</td>
<td>J1</td>
<td>Principal Payment Business/Calendar Indicator is not equal to Income Payment Business/Calendar Indicator.</td>
</tr>
<tr>
<td></td>
<td>ZD</td>
<td>Principal Payment Business/Calendar Indicator is not equal to B or C.</td>
</tr>
<tr>
<td>Principal Payment Day of Month</td>
<td>J6</td>
<td>(Day of the Month or Business/Calendar Days) and (Week of Month or Day of Week) were both entered. (Applies if Principal Payment Frequency Interval Type equals Y or M.)</td>
</tr>
<tr>
<td></td>
<td>YS</td>
<td>Principal Payment Day of Month is not equal to 1 through 31. (Applies if Principal Payment Frequency Interval Type equals Y or M.)</td>
</tr>
<tr>
<td>Principal Payment Day of Month</td>
<td>YT</td>
<td>Principal Payment Day of Month is not equal to 0 and the Principal Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>---------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Principal Payment Day Of Month</td>
<td>YU</td>
<td>Principal Payment Day of Month is not equal to Income Payment Day of Month. (Applies to MMIs with Income Payment Type equal to P and Periodic/Amortizing Principal Indicator equal to Y.)</td>
</tr>
<tr>
<td>Business/Calendar Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal Payment Day Of Month</td>
<td>YV</td>
<td>Principal Payment Day of Month Business/Calendar Indicator is not equal to B or C. (Applies if Principal Payment Frequency Interval Type equals Y or M.)</td>
</tr>
<tr>
<td>Business/Calendar Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal Payment Day Of Month</td>
<td>YW</td>
<td>Principal Payment Day of Month Business/Calendar Indicator is not equal to spaces and the Principal Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>Business/Calendar Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal Payment Day Of Month</td>
<td>YX</td>
<td>Principal Payment Day of Month Business/Calendar Indicator is not equal to the Income Payment Day of Month Business/Calendar Indicator. (Applies to MMIs with Income Payment Type equal to P and Periodic/Amortizing Principal Indicator equal to Y.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Principal Payment Day of Week</td>
<td>Z1</td>
<td>Principal Payment Day of Week is not equal to 1 through 5. (Applies if Principal Payment Frequency Interval Type equals Y or M.)</td>
</tr>
<tr>
<td></td>
<td>Z2</td>
<td>Principal Payment Day of Week is not equal to 0 and the Principal Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td></td>
<td>Z3</td>
<td>Principal Payment Day of Week is not equal to Income Payment day of Week. (Applies to MMIs with Income Payment Type equal to P and Periodic/Amortizing Principal Indicator equal to Y.)</td>
</tr>
<tr>
<td>Principal Payment Frequency Interval Number</td>
<td>YO</td>
<td>Principal Payment Frequency Interval Number is not numeric.</td>
</tr>
<tr>
<td></td>
<td>YP</td>
<td>Principal Payment Frequency Interval Number is equal to zero and the Principal Payment Frequency Interval Type equals Y, M, or W.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>YQ Principal Payment Frequency Interval Number is less than 7 and the Principal Payment Frequency Interval Type equals D.</td>
<td>YQ</td>
<td>Principal Payment Frequency Interval is more frequent than the Income Payment Frequency Interval or the Principal Payment Frequency Interval does not fall in the cycle of the Income Payment Frequency Interval.</td>
</tr>
<tr>
<td>YR Principal Payment Frequency Interval Type is not equal to Y, M, W or D.</td>
<td>YN</td>
<td>Principal Payment Frequency Interval Type is not equal to Y, M, W or D.</td>
</tr>
<tr>
<td>Principal Payment Index Maturity Interval Number is equal to 00-99.</td>
<td>ZI</td>
<td>Principal Payment Index Maturity Interval Type is blank and the Principal Index Maturity Interval Number, Principal Payment Spread Sign Type and Principal Payment Percentage are not equal to default values.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>ZH Index Maturity Interval</td>
<td></td>
<td>Type is not equal to Y, M, or D.</td>
</tr>
<tr>
<td>Principal Payment Record/Payable Date</td>
<td>J0</td>
<td>Number of days is not equal to the Income Payment number of days.</td>
</tr>
<tr>
<td>Difference (# of days prior to payable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>date)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal Payment Record/Payable Date</td>
<td>J9</td>
<td>Principal Payment Record Date is greater than or equal to the First Targeted Principal Payment Date (Applies when the field Principal Payment Record/Payable Date Difference equals 0.)</td>
</tr>
<tr>
<td>Difference (# of days prior to payable</td>
<td>ZA</td>
<td>Number of days is not numeric.</td>
</tr>
<tr>
<td>date)</td>
<td>ZB</td>
<td>Number of days is zeroes and the First Targeted Principal Payment Record Date is zeroes.</td>
</tr>
<tr>
<td>Principal Payment Record/Payable Date</td>
<td>ZC</td>
<td>Number of days is greater than zeroes and the First Targeted Principal Payment Record Date is not equal to zeroes (i.e., either the number of days or the first Targeted Principal Payment Record Date should be supplied, but not both).</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>Principal Payment Spread Percentage</td>
<td>ZK</td>
<td>Spread Percentage is not numeric.</td>
</tr>
<tr>
<td>Principal Payment Spread Sign Type</td>
<td>ZJ</td>
<td>Spread Sign Type is not equal to + or -.</td>
</tr>
<tr>
<td>Principal Payment Variable Rate Index Name</td>
<td>ZG</td>
<td>Index name is equal to blanks.</td>
</tr>
<tr>
<td>Principal Payment Week of Month</td>
<td>YY</td>
<td>Principal Payment Week of Month is not equal to 1 through 4. (Applies if Principal Payment Frequency Interval Type equals Y or M.)</td>
</tr>
<tr>
<td>Principal Payment Week of Month</td>
<td>YZ</td>
<td>Principal Payment Week of Month is not equal to 0 and the Principal Payment Frequency Interval Type equals W or D.</td>
</tr>
<tr>
<td>Principal Payment Week of Month (continued)</td>
<td>ZO</td>
<td>Principal Payment Week of Month is not equal to Income Payment Week of Month. (Applies to MMIs with Income Payment Type equal to P and Periodic/Amortizing Principal Indicator equal to Y.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Principal Payment</td>
<td>J3</td>
<td>Weekend/Holiday Indicator is not equal to Income Payment Weekend/Holiday Indicator.</td>
</tr>
<tr>
<td>Weekend/Holiday Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ZE</td>
<td></td>
<td>Principal Payment Weekend/Holiday Indicator is not equal to A or B.</td>
</tr>
<tr>
<td>RAD Processing Period</td>
<td>A0</td>
<td>RAD processing period is not equal to P1, P2 or P3.</td>
</tr>
<tr>
<td>Receiving Participant Number</td>
<td>30</td>
<td>Receiving Participant number is not numeric.</td>
</tr>
<tr>
<td>Receiving Participant Number</td>
<td>31</td>
<td>Receiving Participant number is equal to zeroes.</td>
</tr>
<tr>
<td>Receiving Participant Number</td>
<td>32</td>
<td>Receiving Participant number is not a DTC Participant.</td>
</tr>
<tr>
<td>Receiving Participant Number (continued)</td>
<td>33</td>
<td>Receiving Participant number is not SDFS-eligible.</td>
</tr>
<tr>
<td>Receiving Participant Number</td>
<td>34</td>
<td>Receiving Participant number is chilled for SDFS valued DOs.</td>
</tr>
<tr>
<td>Receiving Participant Number</td>
<td>35</td>
<td>Receiving Participant number is chilled for SDFS free DOs.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>38 Receiving Participant</td>
<td></td>
<td>number is the same as the Issuing Agent number.</td>
</tr>
<tr>
<td>Renewable Note Indicator</td>
<td>SP</td>
<td>Renewable Note Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td></td>
<td>SQ</td>
<td>Indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td></td>
<td>SR</td>
<td>Renewable Note Indicator is equal to Y and the Extendable Maturity Indicator is equal to Y.</td>
</tr>
<tr>
<td>Repayment Put Option Frequency</td>
<td>QA</td>
<td>Repayment Put Option Frequency is not equal to A, S, Q, M, O, or I. (Applies when the Repayment Put Option Indicator is equal to Y.)</td>
</tr>
<tr>
<td>Repayment Put Option Frequency</td>
<td>QB</td>
<td>The end date of the last tender period is not equal to the end date of the first tender period. (Applies when the Repayment Put Option Indicator equals Y and the Repayment Put Option Frequency is equal to O.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>QC</td>
<td>QC</td>
<td>The end date of the last tender period is less than the pay date of the first tender period. (Applies when the Repayment Put Option Indicator equals Y and the Repayment Put Option Frequency is equal to A, S, Q, M, or I.)</td>
</tr>
<tr>
<td>Repayment (Put) Option Indicator</td>
<td>PO</td>
<td>The Repayment Put Option Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td></td>
<td>PO</td>
<td>The indicator on the Issuer Number Table is set to N and the indicator on the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td>Repayment (Put) Option Indicator</td>
<td>P3</td>
<td>The Repayment Put Option Indicator equals N and the following fields were not applicable and do not contain the default value of zeroes or spaces:</td>
</tr>
<tr>
<td>(continued)</td>
<td></td>
<td>Repayment Put Option Frequency - default is space.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Start Date 1st Tender - default is zero.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>End Date 1st Tender - default is zero.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pay Date 1st Tender - default is zero.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>End Date Last Tender - default is zero.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Repayment (Put) Option Upon Death Indicator</td>
<td>XY</td>
<td>Repayment (Put) Option Upon Death Indicator is not equal to Y or N.</td>
</tr>
<tr>
<td>Repayment (Put) Option Upon Death Indicator</td>
<td>W6</td>
<td>Indicator on the Issuer Number Table is set to N and the issuance instruction is equal to Y.</td>
</tr>
<tr>
<td>Sales Agent/Direct Type</td>
<td>F0</td>
<td>Sales Agent/Direct Type is not equal to S or D.</td>
</tr>
<tr>
<td>Sales Price Percentage</td>
<td>H0</td>
<td>Sales Price Percentage is not numeric.</td>
</tr>
<tr>
<td>Sales Price Percentage</td>
<td>H1</td>
<td>Sales Price Percentage is equal to zeroes.</td>
</tr>
<tr>
<td>Settlement Amount</td>
<td>80</td>
<td>Settlement amount is not numeric.</td>
</tr>
<tr>
<td>Settlement Amount</td>
<td>81</td>
<td>Settlement amount is greater than 9,999,999,999.99.</td>
</tr>
<tr>
<td>Settlement Date</td>
<td>T0</td>
<td>Invalid month for settlement date (i.e., month is not equal to 1-12); or invalid day for settlement date (i.e., day is not equal to 1-31); or invalid year for settlement date (year is not numeric).</td>
</tr>
<tr>
<td>Settlement Date</td>
<td>T3</td>
<td>Settlement date is less than the dated date.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>T4</td>
<td>Settlement date is less than the current date.</td>
<td></td>
</tr>
<tr>
<td>T5</td>
<td>Settlement date is not a valid DTC settlement date.</td>
<td></td>
</tr>
<tr>
<td>T6</td>
<td>Number of calendar days from the current date to the settlement date is greater than 15 days.</td>
<td></td>
</tr>
<tr>
<td>T7</td>
<td>Settlement date is greater than or equal to the First Income Payment Record Date. (Applies when the field First Income Payment Record Date is applicable.)</td>
<td></td>
</tr>
<tr>
<td>Settlement Date (continued)</td>
<td>T8</td>
<td>Settlement date is greater than or equal to the First Income Payment Date minus the Income Payment Record/Payable Date Difference. (Applies when the field Income Payment Record/Payable Date Difference is applicable.)</td>
</tr>
<tr>
<td>Settlement Days Income Payment After Maturity Date</td>
<td>ZN</td>
<td>Number of days is not numeric.</td>
</tr>
<tr>
<td>Settlement Days Principal Payment After Maturity Date</td>
<td>ZL</td>
<td>Number of days is not numeric.</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Start Date of First Tender Period</td>
<td>PA</td>
<td>Invalid month for start date of first tender period (i.e., month is not equal to 1-12); or Invalid day for start date of first tender period (i.e., day is not equal to 1-31 for months 1, 3, 5, 7, 8, 10, 12; day is not equal to 1-30 for months 4, 6, 9, and 11; day is not equal to 1-28 for month 2 of a non-leap year; day is not equal to 1-29 for month 2 of a leap year); or Invalid year for start date of first tender period (i.e., the year is not numeric). (Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td>Start Date of First Tender Period (continued)</td>
<td>PD</td>
<td>The start date of the first tender period is less than the settlement date. (Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td>FIELD NAME</td>
<td>ERROR #</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>PE</strong></td>
<td></td>
<td>The start date of the first tender period is greater than the maturity date.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Applies when the Repayment Put Option Indicator equals Y.)</td>
</tr>
<tr>
<td><strong>PF</strong></td>
<td>99</td>
<td>System problem; contact DTC's Network Operations.</td>
</tr>
<tr>
<td><strong>US Dollar Payment Option Indicator</strong></td>
<td>XU</td>
<td>US Dollar Payment Option Indicator must be Y or N when the Foreign Currency Denominated Indicator equals Y.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>XV</strong></td>
<td></td>
<td>US Dollar Payment Indicator is not blank and the Foreign Currency Denominated Indicator equals N.</td>
</tr>
</tbody>
</table>
2.00 MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR TAX-EXEMPT/TAXABLE MUNI TECP

Overview

How To Access

How To Submit Issuance Instructions (II) For Tax-Exempt/Taxable Muni TECP

How To Submit Cancellation Instructions For Tax-Exempt/Taxable Muni TECP

Other Procedures For Tax-Exempt/Taxable Muni TECP
2.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- **Issuance Instructions**: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.
- **Cancellation Instructions**: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.
- **Withdrawal Instructions**: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- **MMI Issuance Instructions**: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.
- **MMI Issuance Control**: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.
- **MMI Underwriting Notices**: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

**Note:** Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- **MMI Dealer D.O. (DDO)**: allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
- **MMI II/DDO Summary**: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance
instruction to view a summary of these transactions for the current settlement date.

- MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to 'retire' a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.

Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.
Additional Issuance (with Free DO)     8:00 a.m. - 6:15 p.m.
Withdrawals                      8:00 a.m. - 6:15 p.m.
Future-Day Settlement (Settlement Date>Current Date):
Original Issuance        8:00 a.m. - 5:00 p.m.
Additional Issuance      8:00 a.m. - 6:15 p.m.
Cancellations              8:00 a.m. - 5:00 p.m.
2.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

```
XX99                   DEPOSITORY TRUST
MM/DD/YY
00002199-99           PARTICIPANT TERMINAL SYSTEM
HH:MM:SS

ENTER FUNCTION: MMII
```

Figure 1. MMII Enter Function Prompt Screen

Step 2 Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).
**Figure 2. Main Menu Screen**
Step 3  Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

---

Option:  MMI Type:
1) Issuance Instruction (II)  15) ME: Medium Term Notes
2) Cancellation Instruction  (MN-530, BM-532, DP-531)
3) Withdrawal Instruction  16) MU: Municipal Commercial Paper
4) Issuance Instruction Inquiry  (MC-330, MT-330)
5) Issuance Control Inquiry  17) MY: Municipal VRDO/CP
6) Underwriting Notice Inquiry  (MY-320, MX-320)
7) Dealer D.O. (DDO) Inquiry
8) II/DDO Summary Inquiry
9) CUSIP Lookup Inquiry

---

8/20: END FUNCTION  9/21: SIGNOFF  10/22 SCROLL BACKWARD

Figure 3  Second Main Menu Screen
Note: Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.

Step 4 Enter the following information on the Main Menu Screen:

- **Option:** enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Lookup Inquiry

- **MMI Type:** enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP(TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-530: Medium-Term Note (MTN)
  - 9: DP-531: Deposit Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes (MN-530, BM-532, DP-531)
  - 17: MY: Municipal VRDO/CP (MV-320, MX-320)
Step 5  Press the 'ENTER' key to continue processing.

or

Press any of the following:

- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.
2.03 How To Submit Issuance Instructions (II) For Tax-Exempt/Taxable Muni TECP

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| **Step 1** | Enter the following information on the Main Menu Screen:  
- Option: enter 1.  
- MMI Type: enter one of the following:  
  - 5: MT-330: Taxable Municipal CP.  
  
  **Note:** The following screens represent Tax-Exempt Municipal CP (TECP), but also apply to Taxable Municipal CP. The heading 'Tax-Exempt Municipal CP' will be replaced with 'Taxable Municipal CP'. |

<p>| <strong>Step 2</strong> | Press the 'ENTER' key to obtain the first Issuance Instruction For: Tax-Exempt Municipal CP Screen depending on the MMI type chosen (Figure 1). |</p>
<table>
<thead>
<tr>
<th>I/A Transaction</th>
<th>Settlement Date (MMDDYY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issuing Agent</td>
<td>Issuing Agent (MERRIL-T)</td>
</tr>
<tr>
<td>Paying Agent</td>
<td>Paying Agent (0161)</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td></td>
</tr>
<tr>
<td>Face Value</td>
<td>Minimum Denomination:</td>
</tr>
<tr>
<td>Settlement Amt.</td>
<td>Incremental Denomination:</td>
</tr>
<tr>
<td>Receiving Part.</td>
<td></td>
</tr>
</tbody>
</table>

Deliver Order Comment:
Special Instruction :

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 1. First Issuance Instruction For: Tax-Exempt Municipal CP Screen
Step 3  Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Tax-Exempt Municipal CP Screen.

and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.

Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Tax-Exempt Municipal CP Screens in the appropriate fields. These fields may not be updated.

Step 4  Enter the following Issuance and DO information on the first Issuance Instruction For: Tax-Exempt Municipal CP Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: generated by the system based on the Participant's sign-on ID. This number identifies the Participant submitting the issuance instruction.
• Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
• Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of 4 digits can be entered.

Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

• Maturity Date: enter the targeted date on which the MMI matures in MM DD YY format.

Note: The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the screen if the maturity date occurs one year past the dated date.

• Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.
• Minimum Denomination: generated by the system but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
• Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.
• Incremental Denomination: generated by DTC but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
• Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
• Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
• Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.

**Step 5**

Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF11/23' key to obtain the second Issuance Instruction For: Tax-Exempt Municipal CP Screen (Figure 2).
- 'ENTER' key to validate the data.
Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

<table>
<thead>
<tr>
<th>Feature Information</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99</td>
<td></td>
</tr>
<tr>
<td>ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP</td>
<td>TIME:</td>
<td></td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

### FEATURES

<table>
<thead>
<tr>
<th>Feature</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Payment Type</td>
<td>P/I/D</td>
</tr>
<tr>
<td>Foreign Currency Denominated</td>
<td>Y/N</td>
</tr>
<tr>
<td>Income Rate Type</td>
<td>F/V</td>
</tr>
<tr>
<td>Currency Code</td>
<td>USD</td>
</tr>
<tr>
<td>U.S. $ Pymt Option</td>
<td>Y/N</td>
</tr>
<tr>
<td>Periodic/Amort Principal</td>
<td>Y/N</td>
</tr>
<tr>
<td>Indexed Principal</td>
<td>Y/N</td>
</tr>
<tr>
<td>Interest Rate Reset</td>
<td>Y/N</td>
</tr>
<tr>
<td>Interest Pymt Freq Reset</td>
<td>Y/N</td>
</tr>
<tr>
<td>Repayment Put Option</td>
<td>Y/N</td>
</tr>
<tr>
<td>Interest Step-Up</td>
<td>Y/N</td>
</tr>
<tr>
<td>Call</td>
<td>Y/N</td>
</tr>
<tr>
<td>Interest Step-Up Rate (99.999)</td>
<td>Y/N</td>
</tr>
<tr>
<td>Interest Step-Up Date (MMDDYY)</td>
<td></td>
</tr>
<tr>
<td>Extendable Maturity</td>
<td>Y/N</td>
</tr>
<tr>
<td>Renewable Note</td>
<td>Y/N</td>
</tr>
<tr>
<td>Repayment Put Upon Death</td>
<td>Y/N</td>
</tr>
</tbody>
</table>

---

Figure 2. Second Issuance Instruction For: Tax-Exempt Municipal CP Screen

**Step 6** Enter the following Features information on the second Issuance Instruction For: Tax-Exempt Municipal CP Screen:

- Income Payment Type: enter P (periodic) or I (income-at-maturity only), or D (discount).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- Income Rate Type: enter F (fixed) or V (variable).
• Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
• U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.

**Note:** If the Foreign Currency Denominated equals Y, you must enter Y or N in the U.S. $ Pymt Option field.

• Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
• Indexed Principal: enter Y (yes) or N (no).
• Interest Rate Reset: enter Y (yes) or N (no).
• Interest Pymt Freq Reset: enter Y (yes) or N (no).
• Repayment Put Option: enter Y (yes) or N (no).
• Interest Step-Up: enter Y (yes) or N (no).
• Interest Step-Up Rate: enter the interest step-up rate.
• Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
• Call: enter Y (yes) or N (no).
• Extendable Maturity: enter Y (yes) or N (no).
• Renewable Note: enter Y (yes) or N (no).
• Repayment Put Upon Death: enter Y (yes) or N (no).

**Step 7**

Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the first Issuance Instruction For: Tax-Exempt Municipal CP Screen.
• 'PF11/23' key to obtain the third Issuance Instruction For: Tax-Exempt Municipal CP Screen (Figures 3 through 7).
• 'ENTER' key to validate the data.

**Note:**
1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:
For Income Payment Type P and Income Rate Type F:

```
ENTER INCOME PAYMENT INFORMATION
XX99      THE DEPOSITORY TRUST COMPANY       DATE:
MM/DD/YY
00002199-99   ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP
TIME:
HH:MM:SS

-----------------------------------  I N C O M E  P A Y M E N T
-----------------------------------
Income Rate % (99.999) :    
Income Calculation Formula(1-6): 1 Actual/360
1st Income Payment/$1000 :

Payment Interval Type (Y/M/W/D):
Payment Interval Number (999) :

1st Targeted Pymt Date :
1st Actual Pymt Date :
Accrual Period Method :
Accrual Period Measure (A/T) :

-----------------------------------

Figure 3. Third Issuance Instruction For: Tax-Exempt Municipal CP Screen with
Income Payment Type P and Income Rate Type F

For Income Payment Type P and Income Rate Type V:
<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Rate (1st Payment):</td>
<td>Optional</td>
</tr>
<tr>
<td>1st Income Payment/$1000</td>
<td>Optional</td>
</tr>
<tr>
<td>Payment Interval Type (Y/M/W/D):</td>
<td></td>
</tr>
<tr>
<td>Payment Interval Number (999):</td>
<td></td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N):</td>
<td></td>
</tr>
<tr>
<td>1st Targeted Pymt Date</td>
<td></td>
</tr>
<tr>
<td>1st Actual Pymt Date</td>
<td></td>
</tr>
<tr>
<td>Accrual Period Method</td>
<td>P Payment Date to Payment Date</td>
</tr>
<tr>
<td>Accrual Period Measure (A/T):</td>
<td>T Targeted Pymt Date to Targeted Pymt</td>
</tr>
</tbody>
</table>

Figure 4. Third Issuance Instruction For: Tax-Exempt Municipal CP Screen with Income Payment Type P and Income Rate Type V
For Income Payment Type I and Income Rate Type F:

```
60 - RATE IS NOT NUMERIC
XX99                    THE DEPOSITORY TRUST COMPANY            DATE:
MM/DD/YY
00002199-99   ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP TIME:
HH:MM:SS

-------------------------------  I N C O M E  P A Y M E N T

Income Rate % (99.999)         :
Income Calculation Formula(1-6):        1 Actual/360
Income At Maturity/$1000 :

-------------------------------

1/13: PROCESS ISSUANCE        4/16: HELP          7/19: MAIN MENU
SCREEN
```

Figure 5. Third Issuance Instruction For: Tax-Exempt Municipal CP Screen with Income Payment Type I and Income Rate Type F

For Income Payment Type I and Income Rate Type V:
### Enter Variable Rate Income Payment Information

**XX99**

**The Depository Trust Company**

**DATE:**

**MM/DD/YY**

**00002199-99**

**ISSUANCE INSTRUCTION FOR:** Tax-Exempt Municipal CP

**TIME:**

**HH:MM:SS**

---

**Variable Rate Income Payment**

**Rate Reset Interval Type (Y/M/W/D):**

**Rate Reset Interval Number (999):**

**LIBOR Indexed (Y/N):**

**Variable Rate Index Formula:**

**Index Mat Interval Type (Y/M/W/D):** Optional

**Index Mat Interval Number (99):**

**Spread Sign (+/-):**

**Spread % (9.999):**

---

1/13: PROCESS ISSUANCE  
4/16: HELP  
7/19: MAIN MENU  
8/20: END FUNCTION  
9/21: SIGNOFF  
10/22: PREV SCREEN  
11/23: NEXT SCREEN

---

**Figure 6. Third Issuance Instruction For: Tax-Exempt Municipal CP Screen with Income Payment Type I And Income Rate Type V**
For Income Payment Type D:

PRESS PF1 KEY TO PROCESS ISSUANCE
XX99                    THE DEPOSITORY TRUST COMPANY             DATE:
MM/DD/YY
00002199-99           ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP TIME:
HH:MM:SS

----------------------------------------------------------
---          I N C O M E  P A Y M E N T         ---------
Discount Rate (99.999) : 9.900

----------------------------------------------------------

---
1/13: PROCESS ISSUANCE  4/16: HELP          7/19: MAIN MENU
SCREEN

Figure 7. Third Issuance Instruction For: Medium Term Note with Income Payment Type D

Step 8  Enter the following Income Payment information as it applies on the third Issuance Instruction For: Tax-Exempt Municipal CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Income Rate %: enter the rate of income to be paid for fixed rate issuance instructions.
- Income Rate (1st payment): enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- Discount Rate: enter the rate of discount applicable to the issuance.
- Income Calculation Formula: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
  - 03: actual days/actual days
  - 04: DTC Corporate IAM CP formula
- 05: actual days/365 or actual days/366
- 06: actual days/365
**Note:** The Income Calculation Formula field automatically defaults to 1, but can be overridden when necessary.

- **1st Income Pymt/$1000:** enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.
- **Income At Maturity/$1000:** enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- **Payment Interval Type:** enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - **Y:** years
  - **M:** months
  - **W:** weeks
  - **D:** days
- **Payment Interval Number:** in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- **LIBOR Indexed:** enter **Y** (yes) or **N** (no) to indicate if income payments are indexed to LIBOR.
- **1st Targeted Pymt Date:** enter the targeted date of the first income payment in MM DD YY format.
- **1st Actual Pymt Date:** enter the actual date of the first income payment in MM DD YY format.
- **Accrual Period Method:** generated by DTC. This indicates that the calculation of the number of days in the accrual period is from payable date to payable date.
- **Accrual Period Measure:** enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - **A:** actual payment date to actual payment date.
  - **T:** targeted payment date to targeted payment date.
- **Spread Sign:** enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (−) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.
**Note:** The Accrual Period Measure field automatically defaults to T, but can be overridden when necessary.

- **Rate Reset Interval Type:** enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

- **Rate Reset Interval Number:** enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).

- **Variable Rate Index/Formula:** enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.

- **Index Maturity Interval Type:** enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

**Note:** The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

- **Index Maturity Interval Number:** enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).
Note:

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.

2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

3. If Notes 1 and 2 are not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 12.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 14.

Step 9  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Tax-Exempt Municipal CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen (Figure 8).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Enter the Variable Rate Income Payment information on the fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen:

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval number of 90 with a Rate Reset Interval type of D (days) indicates the rate resets every 90 days).
• Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the third Issuance Instruction For: Tax-Exempt Municipal CP Screen.
• Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of six indicates that income payments are made every six months on the first calendar day of the income payment month).

• Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday
**Note:** Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

- **LIBOR Indexed:** enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- **Variable Rate Index/Formula:** enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
- **Index Maturity Interval Type:** enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

**Note:** The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

- **Index Maturity Interval Number:** enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).
- **Spread Sign:** enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- **Spread %:** enter the percentage amount that is added to or subtracted from the index's value.
Note:

1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

3. If Notes 1 and 2 are not applicable, proceed to Step 14.

When The Periodic/Amort Principal (Indicator) Equals Y:

Step 11 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Tax-Exempt Municipal CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen (Figures 9 through 11).
- 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:
For Fixed Periodic Income Payment Type:

PRESS PF1 KEY TO PROCESS ISSUANCE
QT49/MM15               THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99   ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP
HH:MM:SS

-----
-- PRINCIPAL PAYMENT
-----
Payment Interval Type (Y/M/W/D): Daily
Payment Interval Number (999) :
LIBOR Indexed (Y/N) :
1st Targeted Pymt. Date :
1st Actual Pymt. Date :

-----

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU
SCREEN

Figure 9. Fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen with a
Fixed Periodic Income Payment Type when the Periodic/Amort. Principal
(Indicator) = Y

For Variable Periodic or Fixed IAM Income Payment Type:
ISSUANCE INSTRUCTION (MMII)
FOR TAX—EXEMPT/TAXABLE MUNI TEC P

Figure 10. Fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen with a Variable Periodic or Fixed IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y
For Discount Income Payment Type:

```
XX99                   THE DEPOSITORY TRUST COMPANY       DATE:
MM/DD/YY
00002199-99  ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP  TIME:
HH:MM:SS

---------------------------------------------------------------------------
---
---------------------- PRINCIPAL PAYMENT -------------------
---
Payment Interval Type (Y/M/W/D) :
Payment Interval Number (999) :
LIBOR Indexed (Y/N) :
1st Targeted Pymt. Date :
1st Actual Pymt. Date :
Payment Day of the Month (1-31) :
Payment Business/Calendar (B/C) :
- or -
Payment Week of Month (1-4) :
Payment Day of Week (M/T/W/R/F) :

---------------------------------------------------------------------------
---
1/13: PROCESS ISSUANCE       4/16: HELP       7/19: MAIN
11/23: NEXT SCREEN
```

Figure 11. Fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen with a Discount Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y

Step 12 Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days

- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of
90 with a Payment Interval Type of D (days) indicates payment every 90 days).

- **LIBOR Indexed**: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- **1st Targeted Pymt Date**: enter the targeted date of the first principal payment in MM DD YY format.
- **1st Actual Pymt Date**: enter the actual date of the first principal payment in MM DD YY format.
- **Payment Day of the Month**: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Tax-Exempt Municipal CP Screen.
- **Payment Business/Calendar**: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of six indicates that principal payments are made every six months on the first calendar day of the principal payment month).
- **Payment Week of Month**: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week
- **Payment Day of Week**: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
- F: Friday

Note:

1. Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

2. If the Indexed Principal (Indicator) equals Y, proceed to Step 13. Otherwise, proceed to Step 14.
When The Indexed Principal (Indicator) Equals Y:

Step 13 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Tax-Exempt Municipal CP Screen.
- 'PF11/23' key to obtain the fifth Issuance Instruction For: Tax-Exempt Municipal CP Screen (Figure 11).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 11. Fifth Issuance Instruction For: Tax-Exempt Municipal CP Screen when the Indexed Principal (Indicator) = Y

Step 14 Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For the Tax-Exempt Municipal Cp Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- Days Principal Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Principal Index/Formula: enter a valid principal index/formula.
- Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

**Note:** The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

**Step 15** Press any of the following:

- 'PF1/13' key to process the issuance instruction.
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Tax-Exempt Municipal CP Screen.
- 'ENTER' key to validate the data.

**Note:**

1. If the 'PF1/13' or 'ENTER' key is pressed and there is an error, the field in error is highlighted and an error
message appears. Correct the error and press the 'PF1/13' or 'ENTER' key.

2. If the 'ENTER' key is pressed and there are no errors, press the 'PF1/13' key to process the issuance. If no errors occur, the message 'TRANSACTION ACCEPTED; ENTER THE NEXT ISSUANCE INSTRUCTION' appears and the User is returned to the first Issuance Instruction For: Tax-Exempt Municipal CP Screen.
2.04 How To Submit Cancellation Instructions For Tax-Exempt/Taxable Muni TECP

Step 1 Enter the following information on the Main Menu Screen:

- Option: enter 2.
- MMI Type: enter one of the following:
  - 5: MT-330: Taxable Municipal CP.

Note: The following screens represent Tax-Exempt Municipal CP (TECP), but also apply to Taxable Municipal CP. The heading 'Tax-Exempt Municipal CP' will be replaced with 'Taxable Municipal CP'.

Step 2 Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1).

<table>
<thead>
<tr>
<th>ACRONYM</th>
<th>CUSIP NUMBER</th>
<th>ISSUER NUMBER</th>
<th>ISSUING AGENT</th>
<th>INPUT MEDIUM</th>
<th>MMI TYPE</th>
<th>SETTLEMENT DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>2199</td>
<td></td>
<td>MC</td>
<td></td>
</tr>
</tbody>
</table>

Figure 1. Issuance Instruction Cancellation - Key Request Screen
**Step 3**

Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:

- **Acronym:** enter the acronym of the MMI Issuer.
- **CUSIP Number:** enter the 9-character CUSIP number.
- **Issuer Number:** enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
- **Issuing Agent:** generated by DTC based on the Participant's sign-on ID.
- **Input Medium:** enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- **MMI Type:** enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, CV, MT, etc.).

**Note:** If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- **Settlement Date:** enter the settlement date in MM DD YY format.
or

Step 4  Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's sign-on ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

![Figure 2. Cancellation Instruction - Summary Screen](image)

**Note:** The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).
To Cancel An Issuance:

Step 5  Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.

Step 6  Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7  Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).
Figure 3. Cancellation Instruction Confirmation Ticket
To View Detail Information For A Specific Issuance:

**Step 8**
Enter the selection number of the desired issuance instruction in the Selection Number field.

**Step 9**
Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

and

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.

---

**Figure 4. Issuance Instruction For: Tax-Exempt Municipal CP Screen containing status information**
<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>I/A Transaction #</td>
<td>A1234567890123A</td>
</tr>
<tr>
<td>Settlement Date</td>
<td>12/17/93</td>
</tr>
<tr>
<td>Issuing Agent</td>
<td>IA# 1 NAME 2199</td>
</tr>
<tr>
<td>Dated Date</td>
<td>12/17/93</td>
</tr>
<tr>
<td>Paying Agent</td>
<td>(PA# 1 NAME) 2199</td>
</tr>
<tr>
<td>Maturity Date</td>
<td>11/18/94</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td>123456789</td>
</tr>
<tr>
<td>Face Value</td>
<td>10000</td>
</tr>
<tr>
<td>Settlement Amt.</td>
<td>10,123.40</td>
</tr>
<tr>
<td>Receiving Part.</td>
<td>(RP# 1 NAME) 9999</td>
</tr>
<tr>
<td>Prevoiusly Issued Ex-DTC</td>
<td>N</td>
</tr>
<tr>
<td>Last Pymt Date (Targeted)</td>
<td></td>
</tr>
<tr>
<td>Deliver Order Comment</td>
<td></td>
</tr>
<tr>
<td>Special Instruction</td>
<td></td>
</tr>
</tbody>
</table>

Figure 5. First Issuance Instruction For: Tax-Exempt Municipal CP Screen
Figure 6. Second Issuance Instruction For: Tax-Exempt Municipal CP Screen
LAST SCREEN DISPLAYED

THE DEPOSITORY TRUST COMPANY

00002199-99 ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP

00002199-99 ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP

DATE: MM/DD/YY

00002199-99 ISSUANCE INSTRUCTION FOR: Tax-Exempt Municipal CP

TIME: HH:MM:SS

---------------------------------------------------------------------------

---

---------------------- I N C O M E   P A Y M E N T ------------------------
---

Income Rate % (99.999): 9.030

Income Calculation Formula: 1 Actual/360

1st Income Pymt/$1000: 1.254167

Payment Interval Type (Y/M/W/D): M Monthly

Payment Interval Number (999) : 3

1st Targeted Pymt Date: 12 22 93

1st Actual Pymt Date : 12 22 93

Accrual Period Method (P/R) : P Payable To Payable

Accrual Period Measure (A/T): A Actual Payment To Actual Payment

---------------------------------------------------------------------------

---

2/14: SUMMARY SCREEN 4/16: HELP 7/19: MAIN MENU


Figure 7. Third Issuance Instruction For: Tax-Exempt Municipal CP Screen
or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Tax-Exempt Municipal CP Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
- 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
- 'PF12/24' key to return to the Main Menu Screen.
2.05 Other Procedures For Tax-Exempt/Taxable Muni TECP

The Muni TECP procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. Also identical are the Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: see CD Section 1.05
- How To Perform An Issuance Instruction Inquiry: see CD Section 1.06
- How To Perform An Issuance Control Inquiry: see CD Section 1.07
- How To Perform An Underwriting Notice Inquiry: see CD Section 1.08
- How To Perform A Dealer D.O. (DDO) Inquiry: see CD Section 1.09
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: see CD Section 1.10
- How To Perform A CUSIP Lookup Inquiry: see CD Section 1.11
- Currency Code Descriptions: see CD Section 1.12
- Help Facility: see CD Section 1.13
- Error Codes And Descriptions: see CD Section 1.14
3.00 MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR TAX-EXEMPT/TAXABLE MUNI VRDO/CP

Overview

How To Access

How To Submit Issuance Instructions (II) For Tax-Exempt/Taxable Muni VRDO/CP

How To Submit Cancellation Instructions For Tax-Exempt/Taxable Muni VRDO/CP

Other Procedures For Tax-Exempt/Taxable Muni VRDO/CP
3.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- **Issuance Instructions**: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.

- **Cancellation Instructions**: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.

- **Withdrawal Instructions**: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- **MMI Issuance Instructions**: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.

- **MMI Issuance Control**: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.

- **MMI Underwriting Notices**: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

**Note**: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- **MMI Dealer D.O. (DDO)**: allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.

- **MMI II/DDO Summary**: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance...
instruction to view a summary of these transactions for the current settlement date.

- MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.
The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to 'retire' a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

**Same-Day Settlement (Settlement Date = Current Date):**

Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.

Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.

Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.

Withdrawals 8:00 a.m. - 6:15 p.m.

**Future-Day Settlement (Settlement Date > Current Date):**
Original Issuance                        8:00 a.m. - 5:00 p.m.
Additional Issuance                    8:00 a.m. - 6:15 p.m.
Cancellations                          8:00 a.m. - 5:00 p.m.
3.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

```
XX99    DEPOSITORY TRUST
MM/DD/YY
00008199-99   PARTICIPANT TERMINAL SYSTEM
HH:MM:SS

ENTER FUNCTION: MMII
```

*Figure 1. MMII Enter Function Prompt Screen*

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 2</strong></td>
<td>Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).</td>
</tr>
<tr>
<td>Option</td>
<td>MM Type</td>
</tr>
<tr>
<td>------------------------</td>
<td>----------------------------------------------</td>
</tr>
<tr>
<td>1) Issuance Instruction (II)</td>
<td>1) CD-504: Institutional CD</td>
</tr>
<tr>
<td>2) Cancellation Instruction</td>
<td>2) CP-525: Corporate Commercial Paper</td>
</tr>
<tr>
<td>3) Withdrawal Instruction</td>
<td>3) CV-526: Corporate VRDO/CP</td>
</tr>
<tr>
<td>4) Issuance Instruction Inquiry</td>
<td>4) MC-330: Tax-Exempt Municipal CP</td>
</tr>
<tr>
<td>5) Issuance Control Inquiry</td>
<td>5) MT-330: Taxable Municipal CP</td>
</tr>
<tr>
<td>6) Underwriting Notice Inquiry</td>
<td>6) MV-320: Tax-Exempt Muni VRDO/CP</td>
</tr>
<tr>
<td>7) II/DDO Summary Inquiry</td>
<td>7) MX-320: Taxable Muni VRDO/CP</td>
</tr>
<tr>
<td>8) CUSIP Lookup Inquiry</td>
<td>8) MN-533: Medium-Term Note (MTN)</td>
</tr>
<tr>
<td>9) Issuer Control Features Authorization</td>
<td>9) DP-531: Deposit Note</td>
</tr>
<tr>
<td>10) BS-550: Short-Term Bank Note (STBN)</td>
<td>10) BM-532: Medium-Term Bank Note (MTBN)</td>
</tr>
<tr>
<td>11) DN-560: Discount Note</td>
<td>12) BA-502: Bankers Acceptance (BA)</td>
</tr>
<tr>
<td>13) PC-120: Preferred Stock (PFD/CP)</td>
<td></td>
</tr>
</tbody>
</table>

**Figure 2. Main Menu Screen**
Step 3: Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

<table>
<thead>
<tr>
<th>OPTION</th>
<th>MMI TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Issuance Instruction (II)</td>
<td>15) ME: Medium Term Notes</td>
</tr>
<tr>
<td>2) Cancellation Instruction</td>
<td>(MN-530, BM-532, DP-531)</td>
</tr>
<tr>
<td>3) Withdrawal Instruction</td>
<td>16) MU: Municipal Commercial Paper</td>
</tr>
<tr>
<td>4) Issuance Instruction Inquiry</td>
<td>(MC-330, MT-330)</td>
</tr>
<tr>
<td>5) Issuance Control Inquiry</td>
<td>17) MY: Municipal VRDO/CP</td>
</tr>
<tr>
<td>6) Underwriting Notice Inquiry</td>
<td>(MV-320, MX-320)</td>
</tr>
<tr>
<td>7) Dealer D.O. (DDO) Inquiry</td>
<td></td>
</tr>
<tr>
<td>8) II/DDO Summary Inquiry</td>
<td></td>
</tr>
<tr>
<td>9) CUSIP Lookup Inquiry</td>
<td></td>
</tr>
</tbody>
</table>

---

8/20: END FUNCTION 9/21: SIGNOFF 10/22 SCROLL BACKWARD

Figure 3. Second Main Menu Screen
Note: Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.

Step 4 Enter the following information on the Main Menu Screen:

- Option: enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Lookup Inquiry

- MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP(TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-530: Medium-Term Note (MTN)
  - 9: DP-531: Deposit Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes
    (MN-530, BM-532, DP-531)
  - 16: MU: Municipal Commercial Paper
    (MC-330, MT-330)
  - 17: MY: Municipal VRDO/CP
    (MV-320, MX-320)
Step 5  
Press the 'ENTER' key to continue processing.

or

Press any of the following:

- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.
3.03 How To Submit Issuance Instructions (II) For Tax-Exempt/Taxable Muni VRDO/CP

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter the following information on the Main Menu Screen:</td>
</tr>
<tr>
<td></td>
<td>• Option: enter 1.</td>
</tr>
<tr>
<td></td>
<td>• MMI Type: enter one of the following:</td>
</tr>
<tr>
<td></td>
<td>- 6: MV-320: Tax-Exempt Muni VRDO/CP.</td>
</tr>
<tr>
<td></td>
<td>- 7: MX-320: Taxable Muni VRDO/CP.</td>
</tr>
<tr>
<td><strong>Note:</strong></td>
<td>The following screens represent Tax-Exempt Muni VRDO/CP, but also apply to Taxable Muni VRDO/CP. The heading 'Tax-Exempt Muni VRDO/CP' will be replaced with 'Taxable Muni VRDO/CP'.</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Press the 'ENTER' key to obtain the first Issuance Instruction For:</td>
</tr>
<tr>
<td></td>
<td>Tax-Exempt Muni VRDO/CP Screen (Figure 1).</td>
</tr>
</tbody>
</table>
### Issuance Information

<table>
<thead>
<tr>
<th>I/A Transaction #</th>
<th>Settlement Date (MMDDYY):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issuing Agent</td>
<td>Dated Date (MMDDYY):</td>
</tr>
<tr>
<td>Paying Agent</td>
<td>Maturity Date (MMDDYY):</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td></td>
</tr>
<tr>
<td>Face Value</td>
<td>Minimum Denomination :</td>
</tr>
<tr>
<td>Settlement Amount</td>
<td>Incremental Denomination :</td>
</tr>
<tr>
<td>Receiving Part.</td>
<td></td>
</tr>
<tr>
<td>Previously Issued Ex-DTC (Y/N):</td>
<td>Last Pymt Date (Targeted):</td>
</tr>
<tr>
<td>Deliver Order Comment:</td>
<td></td>
</tr>
<tr>
<td>Special Instruction:</td>
<td></td>
</tr>
</tbody>
</table>

---

1/13: PROCESS ISSUANCE  4/16: HELP SCREEN  7/19: MAIN MENU  

---

**Figure 1. First Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen**
Step 3

Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.

and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.

Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screens in the appropriate fields. These fields may not be updated.

Step 4

Enter the following Issuance and DO information on the first Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: generated by the system based on the Participant's sign-on ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.

Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- Maturity Date: enter the targeted mandatory tender date on which the MMI matures in MMDDYY format. Do not enter the bond maturity date.

Note: The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the second screen if the maturity date occurs one year past the dated date.

- Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.
- Minimum Denomination: generated by the system but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
- Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.
- Incremental Denomination: generated by DTC but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
• Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.

• Previously Issued Ex-DTC: enter Y (yes) or N (no) to indicate if the security being deposited by means of an issuance instruction was in existence (ex-DTC) prior to the submission of the issuance instruction.

• Last Pymt Date (Targeted): enter the targeted income payment date from which income should accrue for previously issued ex-DTC issues, in MM DD YY format.

• Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.

• Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.

**Step 5**  
Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF11/23' key to obtain the second Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (Figure 2).
• 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
**ENTER FEATURE INFORMATION**

<table>
<thead>
<tr>
<th>Feature</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Payment Type</td>
<td>(P/I):</td>
</tr>
<tr>
<td>Foreign Currency Denominated</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Income Rate Type</td>
<td>(F/V):</td>
</tr>
<tr>
<td>Currency Code</td>
<td></td>
</tr>
<tr>
<td>USD</td>
<td></td>
</tr>
<tr>
<td>Periodic/Amort Principal</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Indexed Principal</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Interest Rate Reset</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Interest Pymt Freq Reset</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Repayment Put Option</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Call</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Interest Step-Up</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Interest Step-Up Rate</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Interest Step-Up Date</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Extendable Maturity</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Renewable Note</td>
<td>(Y/N):</td>
</tr>
<tr>
<td>Repayment Put Upon Death</td>
<td>(Y/N):</td>
</tr>
</tbody>
</table>

---

**FEATURES**

---

**MATURE IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE**
Figure 2. Second Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen
Step 6  Enter the following Features information on the second Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen:

- Income Payment Type: enter P (periodic) or I (income-at-maturity only).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.

Note: If the Foreign Currency Denominated equals Y, you must enter Y or N in the U.S. $ Pymt Option field.

- Income Rate Type: enter F (fixed) or V (variable).
- Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
- Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
- Indexed Principal: enter Y (yes) or N (no).
- Interest Rate Reset: enter Y (yes) or N (no).
- Interest Pymt Freq Reset: enter Y (yes) or N (no).
- Repayment Put Option: enter Y (yes) or N (no).
- Interest Step-Up: enter Y (yes) or N (no).
- Interest Step-Up Rate: enter the interest step-up rate.
- Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
- Call: enter Y (yes) or N (no).
- Extendable Maturity: enter Y (yes) or N (no).
- Renewable Note: enter Y (yes) or N (no).
- Repayment Put Upon Death: enter Y (yes) or N (no).

Step 7  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the first Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.
- 'PF11/23' key to obtain the third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (Figures 3 through 4).
- 'ENTER' key to validate the data.
Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:

For Income Payment Type P and Income Rate Type F:

XX99                    THE DEPOSITORY TRUST COMPANY            DATE:
MM/DD/YY
00002199-99  ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP  TIME:
HH:MM:SS

===========================================================================
===---------------------- I N C O M E   P A Y M E N T -----------------------===
---
Income Rate % (99.999) :         
Income Calculation Formula (1-6): 1 Actual/360
1st Income Payment/$1000 :       
Payment Interval Type (Y/M/W/D) :  M Month(s)
Payment Interval Number (999) : 6
1st Targeted Pymt Date :         
1st Actual Pymt Date :           
Accrual Period Method :          P Payment Date to Payment Date
Accrual Period Measure (A/T) :   T Targeted Pymt Date to Targeted Pymt
1st Record Date (MMDDYY) :       
-or- Days Rec Date Prior to Pay Date : 
Business/Calendar Days Ind. (B/C): 
Weekend/Holiday Rec Date Ind. (A/B) :

===========================================================================

Figure 3. Third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with Income Payment Type P and Income Rate Type F
For Income Payment Type P and Income Rate Type V:

```
XX99                    THE DEPOSITORY TRUST COMPANY            DATE:
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP TIME:
HH:MM:SS

===========================================================================
===
-----------------------  I N C O M E  P A Y M E N T
--------------------------
Income Rate (1st Payment):                Optional
1st Income Payment/$1000 :                Optional
Payment Interval Type (Y/M/W/D):        M Month(s)
Payment Interval Number (999)  :        6
LIBOR Indexed (Y/N)            :
1st Targeted Pymt Date :
1st Actual Pymt Date :
Accrual Period Method (P/R) :        P Payment Date to Payment Date
Accrual Period Measure (A/T)   :        T Targeted Pymt Date to Targeted Pymt
1st Record Date (MMDDYY)  :
-or- Days Rec Date Prior to Pay Date :
Business/Calendar Days Ind. (B/C):
Weekend/Holiday Rec Date Ind. (A/B)  :

===========================================================================
==
1/13: PROCESS ISSUANCE        4/16: HELP                  7/19: MAIN MNU
SCREEN
```

Figure 4. Third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with Income Payment Type P and Income Rate Type V

For Income Payment Type I and Income Rate Type F:
XX99  THE DEPOSITORY TRUST COMPANY  DATE:
MM/DD/YY
00002199-99  ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP  TIME:
HH:MM:SS

===========================================================================
---
---
---

Income Rate % (99.999) :  
Income Calculation Formula(1-6): 1 Actual/360  
Income At Maturity/$1000 :  

===========================================================================
---
---
---
---

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU

---
---

Figure 5. Third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with Income Payment Type I and Income Rate Type F
For Income Payment Type I and Income Rate Type V:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE: MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP</td>
<td>TIME: HH:MM:SS</td>
</tr>
</tbody>
</table>

---

### VARIABLE RATE INCOME PAYMENT

- Rate Reset Interval Type (Y/M/W/D): 
- Rate Reset Interval Number (999) : 
- LIBOR Indexed (Y/N) : 
- Variable Rate Index Formula: 

**Index Mat Interval Type (Y/M/W/D) :** Optional 
- Index Mat Interval Number (99) : 
- Spread Sign (+/-) : 
- Spread % (9.999) : 

---

**1/13: PROCESS ISSUANCE**  4/16: HELP  7/19: MAIN MENU 

---

**Figure 6. Third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with Income Payment Type I And Income Rate Type V**

**Step 8** Enter the following Income Payment information as it applies on the third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- **Income Rate %:** enter the rate of income to be paid for fixed rate issuance instructions.
- **Income Rate (1st payment):** enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- **Income Calculation Formula:** enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
  - 03: actual days/actual days
- 04: DTC Corporate IAM CP formula
- 05: actual days/365 or actual days/366
- 06: actual days/365

- 1st Income Pymt/$1000: enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.

- Income At Maturity/$1000: enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days

- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).

- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.

- 1st Targeted Pymt Date: enter the targeted date of the first income payment in MM DD YY format.

- 1st Actual Pymt Date: enter the actual date of the first income payment in MM DD YY format.

- Accrual Period Method: generated by DTC. This indicates that the calculation of the number of days in the accrual period is from payable date to payable date.

- Accrual Period Measure: enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - A: actual payment date to actual payment date.
  - T: targeted payment date to targeted payment date.

- 1st Record Date: enter the first record date in MM DD YY format.
• Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.

• Business/Calendar Days Ind.: enter B (business) or C (calendar).

• Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.

• Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

• Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).

• Variable Rate Index/Formula: enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.

• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity
Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).

- Spread Sign: enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.
2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.
3. If Notes 1 and 2 are not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.
4. If Notes 1, 2 and 3 are not applicable and the Indexed Principal (Indicator) equals N, proceed to Step 15.
5. If Notes 1, 2, 3 and 4 are not applicable, proceed to Step 17.

Step 9

Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (Figure 7).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears.
Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

**Figure 7. Fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen**

**Step 10** Enter the Variable Rate Income Payment information on the fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen:

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval number of
90 with a Rate Reset Interval type of D (days) indicates the rate resets every 90 days).

- **Payment Day of the Month**: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.

- **Payment Business/Calendar**: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that income payments are made every six months on the first calendar day of the income payment month).

- **Payment Week of Month**: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

- **Payment Day of Week**: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

**Note**: Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.
• LIBOR Indexed (Y/N): enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
• Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).
• Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.
3. If Notes 1 and 2 are not applicable and the Call (Indicator) equals Y, proceed to Step 15.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 17.
When The Periodic/Amort Principal (Indicator) Equals Y:

Step 11  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF8/20' key to change the function.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (Figures 8 through 10).
- 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:
For Fixed Periodic Income Payment Type:

<table>
<thead>
<tr>
<th>Payment Interval Type (Y/M/W/D):</th>
<th>D Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment Interval Number (999)</td>
<td>30</td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>1st Targeted Pymt. Date</td>
<td>07 18 96</td>
</tr>
<tr>
<td>1st Actual Pymt. Date</td>
<td>07 18 96</td>
</tr>
</tbody>
</table>

1st Record Date (MMDDYY) : 07 26 96
-or- Days Rec Date Prior to Pay Date :
Business/Calendar Days Ind.(B/C):
Weekend/Holiday Rec Date Ind. (A/B) : B Before

---

Figure 8. Fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with a Fixed Periodic Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y
For Variable Periodic or IAM Income Payment Type:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>MM/DD/YY</td>
</tr>
<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP</td>
<td>TIME:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

---

Acknowledgment of Payment

<table>
<thead>
<tr>
<th>Payment Interval Type (Y/M/W/D):</th>
<th>M Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment Interval Number (999)</td>
<td>6</td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>1st Targeted Pay Date</td>
<td>08 12 96</td>
</tr>
<tr>
<td>1st Actual Pay Date</td>
<td>08 12 96</td>
</tr>
</tbody>
</table>

- Payment Day of the Month (1-31):
- Payment Business/Calendar (B/C):
  - or -
- Payment Week of the Month (1-4):
- Payment Day of Week (M/T/W/R/F):
  - 1st Record Date (MMDDYY) :
  - Days Rec Date Prior to Pay Date : 3
  - Business/Calendar Days Ind. (B/C) : C Calendar
  - Weekend/Holiday Rec Date Ind. (A/B) : B Before

---

Figure 9. Fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with a Variable Periodic or IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y

For Fixed IAM Income Payment Type:
### Principal Payment

<table>
<thead>
<tr>
<th>Payment Interval Type (Y/M/W/D):</th>
<th>M Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment Interval Number (999)</td>
<td>6</td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>1st Targeted Pymt. Date</td>
<td>08 12 96</td>
</tr>
<tr>
<td>1st Actual Pymt. Date</td>
<td>08 12 96</td>
</tr>
</tbody>
</table>

Payment Day of the Month (1-31):
- or -

Payment Week of the Month (1-4):
- or -

Payment Day of Week (M/T/W/R/F):

1st Record Date (MMDDYY) :

-or- Days Rec Date Prior to Pay Date : 3

Business/Calendar Days Ind. (B/C): C Calendar

Weekend/Holiday Rec Date Ind. (A/B) : B Before

---

Figure 10. Fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen with a Fixed IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y
Step 12  Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days

- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).

- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.

- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.

- 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.

- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.

- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal
payments are made every six months on the first calendar day of the income payment month).

- Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

- Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

**Note:** Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

- 1st Record Date: enter the first record date in MM DD YY format.
- Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.
- Business/Calendar Days Ind.: enter B (business) or C (calendar).
- Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.

**Note:**

1. If the Indexed Principal (Indicator) equals Y, proceed to Step 13.
2. If Note 1 is not applicable and the Call (Indicator) = Y, proceed to Step 15.

3. If Notes 1 and 2 are not applicable, proceed to Step 17.
When The Indexed Principal (Indicator) Equals Y:

Step 13  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.
- 'PF11/23' key to obtain the fifth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (Figure 11).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

Step 14  Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Tax-Exempt/Taxable Muni VRDO/CP Screen:
### Indexed Principal

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Days Income Payment Settle</td>
<td>Optional</td>
</tr>
<tr>
<td>After Maturity Date (99)</td>
<td></td>
</tr>
<tr>
<td>Business Calendar DAYS (B/C):</td>
<td></td>
</tr>
<tr>
<td>Days Principal Payment Settle</td>
<td>Optional</td>
</tr>
<tr>
<td>After Maturity Date (99)</td>
<td></td>
</tr>
<tr>
<td>Business Calendar DAYS (B/C):</td>
<td></td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td></td>
</tr>
<tr>
<td>Principal Index/Formula:</td>
<td></td>
</tr>
<tr>
<td>Indexed Maturity Type (Y/M/W/D):</td>
<td></td>
</tr>
<tr>
<td>Indexed Maturity Number (99)</td>
<td></td>
</tr>
<tr>
<td>Spread Sign (+/-)</td>
<td></td>
</tr>
<tr>
<td>Spread % (9.999)</td>
<td></td>
</tr>
</tbody>
</table>

---

**Figure 11. Fifth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen** when the Indexed Principal (Indicator) = Y
- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- Days Principal Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Principal Index/Formula: enter a valid principal index/formula.
- Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:
1. If the Call Indicator equals Y on the Feature Screen, proceed to Step 15.

2. If Note 1 is not applicable, proceed to Step 17.
When The Call (Indicator) Equals Y:

**Step 15** Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the fourth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.
- 'PF11/23' key to obtain the sixth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen (Figure 12).
- 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 12. Sixth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen when the Call Option = Y
Step 16 Enter the following information as it applies on the sixth Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen:

- 1st Call Date: enter the first call date in MM DD YY format.
- Call Price %: enter the call price % in 999.999 format.

Step 17 Press any of the following:

- 'PF1/13' key to process the issuance instruction only upon completing entry of the appropriate information on all Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screens. If the transaction is accepted, the first Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen appears for entry of another instruction. An Issuance Instruction Confirmation Ticket is generated (Figure 13).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen.
- 'PF12/24' key to return to the Main Menu Screen.
- 'ENTER' key to validate the data.
Note: If there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF1/13' key can be pressed to process the issuance instruction.

<table>
<thead>
<tr>
<th>X 9999999999-999999</th>
<th>ISSUANCE INSTRUCTION CONFIRMATION MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTS ID: 00002199-99</td>
<td>TERM=TX40  MMISEQ #: 12/17/96-16:08:44-540502</td>
</tr>
<tr>
<td>I/A TRANSACTION #:</td>
<td>123456789012345</td>
</tr>
<tr>
<td>ISSUING AGENT:</td>
<td>00002199  IA NAME #1</td>
</tr>
<tr>
<td>PAYING AGENT:</td>
<td>00001234  PA NAME #1</td>
</tr>
<tr>
<td>CUSIP NUMBER:</td>
<td>123456789  &quot;MVACR1LJ9409030BN% (MMI-SDFS)</td>
</tr>
<tr>
<td>FACE VALUE:</td>
<td>10,000</td>
</tr>
<tr>
<td>SETTLEMENT AMOUNT:</td>
<td>$10,123.40</td>
</tr>
<tr>
<td>SETTLEMENT DATE:</td>
<td>12/17/96</td>
</tr>
<tr>
<td>MATURITY DATE:</td>
<td>11/18/96</td>
</tr>
<tr>
<td>RECEIVING PART:</td>
<td>00009999  RP NAME #1</td>
</tr>
<tr>
<td>COMMENTS:</td>
<td>INPUT MEDIA IS PTS.</td>
</tr>
<tr>
<td></td>
<td>FIXED RATE MMI- PERIODIC INCOME PAYMENT.</td>
</tr>
<tr>
<td></td>
<td>MV-320 Tax-Exempt Muni VRDO/CP</td>
</tr>
<tr>
<td></td>
<td>** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.</td>
</tr>
</tbody>
</table>

Figure 13. Issuance Instruction Confirmation Ticket
3.04 How To Submit Cancellation Instructions For Tax-Exempt/Taxable Muni VRDO/CP

Step 1  Enter the following information on the Main Menu Screen:

- Option: enter 2.
- MMI Type: enter one of the following:
  - 6: MV-320: Tax-Exempt Muni VRDO/CP.
  - 7: MX-320: Taxable Muni VRDO/CP.

**Note:** The following screens represent Tax-Exempt Muni VRDO/CP, but also apply to Taxable Muni VRDO/CP. The heading 'Tax-Exempt Muni VRDO/CP' will be replaced with 'Taxable Muni VRDO/CP'.

Step 2  Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1).

```
XX99                        THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99       ISSUANCE INSTRUCTION CANCELLATION - KEY REQUEST
HH:MM:SS

===========================================================================
***
ACRONYM : 
CUSIP NUMBER : 
ISSUER NUMBER : 
ISSUING AGENT : 2199

INPUT MEDIUM :
MMI TYPE : MV
SETTLEMENT DATE :

===========================================================================
***
7/19: PREVIOUS MENU  8/20: END FUNCTION  9/21: SIGNOFF
12/24: MAIN MENU
```

**Figure 1. Issuance Instruction Cancellation - Key Request Screen**
Step 3

Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:

- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the 9-character CUSIP number.
- Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
- Issuing Agent: generated by DTC based on the Participant's signon ID.
- Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- MMI Type: enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, MV, MT, etc.).

Note: If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.
or

Step 4  Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

<table>
<thead>
<tr>
<th>CUSIP</th>
<th>ISSUING AGENT</th>
<th>RCV</th>
<th>MMI</th>
<th>FACE</th>
<th>SETTLE</th>
<th>MATURITY DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>888888888</td>
<td>A1234567890123A</td>
<td>9999</td>
<td>MV</td>
<td>10,000</td>
<td>12/17/93</td>
<td>11/18/94</td>
</tr>
<tr>
<td>999999998</td>
<td>B1234567890123B</td>
<td>9999</td>
<td>MV</td>
<td>20,000</td>
<td>12/17/93</td>
<td>10/29/94</td>
</tr>
<tr>
<td>999999999</td>
<td>C1234567890123C</td>
<td>9999</td>
<td>MV</td>
<td>30,000</td>
<td>12/17/93</td>
<td>10/29/94</td>
</tr>
</tbody>
</table>

** END OF DATA **

ENTER SELECTION NUMBER ——>

---

Figure 2. Cancellation Instruction - Summary Screen
Note: The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

To Cancel An Issuance:

Step 5 Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.

Step 6 Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7 Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).
X 9999999999-999999 CANCELLATION INSTRUCTION CONFIRMATION   MW/DD/YY   
                           HH:MM:SS   
PTS ID: 00002199-99   TERM-TX40   MMI SEQ #: 12/16/93-14:35:50-313383  
I/A TRANSACTION #:   123456789012345  
ISSUING AGENT: 00002199   IA NAME #1  
PAYING AGENT: 00001234   PA NAME #1  
CUSIP NUMBER: 123456789   "MVACR1LJ9409030BEN% (MMI-SDFS)"  
FACE VALUE: 10,000  
SETTLEMENT AMOUNT: $10,123.40  
SETTLEMENT DATE: 12/17/93   MATURITY DATE: 11/18/94  
RECEIVING PART.: 00009999   RP NAME #1  
ISSUANCE INSTRUCTION INPUT MEDIA IS PTS.  
FIXED-RATE MMI-FERIODIC INCOME PAYMENT  
MV - 320 Tax-Exempt Muni VRDO/CP  
** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.  

Figure 3. Cancellation Instruction Confirmation Ticket
To View Detail Information For A Specific Issuance:

**Step 8** Enter the selection number of the desired issuance instruction in the Selection Number field.

**Step 9** Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

**and**

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.

---

**PRESS PF11 TO GO TO NEXT SCREEN**

XX99 THE DEPOSITORY TRUST COMPANY DATE:

MM/DD/YY

00002199-99 ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP TIME:

HH:MM:SS

===========================================================================

===

---------------------- S E C U R I T Y  D E S C R I P T I O N ------------

---

Short Description: ¢MVACR1L3J94009030BEN%

Long Description : ¢MVISSUER ACRONYM NAME *309.030%D121793M11894BEN%

Sub-Issue Type   : 320 Tax-Exempt Muni VRDO/CP

----------------------- S T A T U S  I N F O R M A T I O N ----------------

---

Input Status     : VALID

Input Time       : 12/16/93     15:45:42

Input Media      : PTS

DTC Reference #  : 1993-12-16- 15.45.42.641527

Signon Id        : 00002199-99

Term Id:        : TX63

Process Status   : PEND TILL 08:00 AM 12/17/93

===========================================================================

---

2/14: SUMMARY SCREEN 4/16: HELP 8/20: END

FUNCTION 9/21: SIGNOFF 11/23: NEXT SCREEN

12/24: MAIN MENU

---

*Figure 4. Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen containing status information*
**Figure 5. First Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen**

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>I/A Transaction #</td>
<td>A1234567890123A</td>
</tr>
<tr>
<td>Settlement Date (MMDDYY)</td>
<td>12 17 93</td>
</tr>
<tr>
<td>Issuing Agent</td>
<td>(IA# 1 NAME) 2199</td>
</tr>
<tr>
<td>Dated Date (MMDDYY)</td>
<td>12 17 93</td>
</tr>
<tr>
<td>Paying Agent</td>
<td>(PA# 1 NAME) 2199</td>
</tr>
<tr>
<td>Maturity Date (MMDDYY)</td>
<td>11 18 94</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td>123456789</td>
</tr>
<tr>
<td>Face Value</td>
<td>10000</td>
</tr>
<tr>
<td>Minimum Denomination</td>
<td></td>
</tr>
<tr>
<td>Settlement Amt.</td>
<td>10,123.40</td>
</tr>
<tr>
<td>Incremental Denomination</td>
<td></td>
</tr>
<tr>
<td>Receiving Part.</td>
<td>(RP# 1 NAME) 9999</td>
</tr>
<tr>
<td>Previously Issued Ex-DTC (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>Last Pymt Date (Targeted)</td>
<td></td>
</tr>
<tr>
<td>Deliver Order Comment</td>
<td></td>
</tr>
<tr>
<td>Special Instruction</td>
<td></td>
</tr>
</tbody>
</table>

---

2/14: SUMMARY SCREEN         4/16: HELP     7/19: MAIN MENU
PRESS PF11 TO GO TO NEXT SCREEN
XX99                    THE DEPOSITORY TRUST COMPANY            DATE:
MM/DD/YY
00002199-99  ISSUANCE INSTRUCTION FOR: Tax-Exempt Muni VRDO/CP  TIME:
HH:MM:SS
===========================================================================
===
---------------------------- F E A T U R E S -----------------------------
----
Income Payment Type       (P/I): P   Foreign Currency Denominated   (Y/N):
N
Income Rate Type          (F/V): F   Currency Code
:USD

U.S.  $ Pymt Option       (Y/N):

Periodic/Amort Principal  (Y/N): N
Indexed Principal
(Y/N): N

Call
(Y/N): N
===========================================================================
==
2/14: SUMMARY SCREEN                  4/16: HELP              7/19: MAIN

Figure 6. Second Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen
### Income Payment

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Rate % (99.999)</td>
<td>9.030</td>
</tr>
<tr>
<td>Income Calculation Formula</td>
<td>1 Actual/360</td>
</tr>
<tr>
<td>1st Income Pymt/$1000</td>
<td>1.254167</td>
</tr>
<tr>
<td>Payment Interval Type (Y/M/W/D)</td>
<td>M Monthly</td>
</tr>
<tr>
<td>Payment Interval Number (999)</td>
<td>3</td>
</tr>
<tr>
<td>1st Targeted Pymt Date</td>
<td>12 22 93</td>
</tr>
<tr>
<td>1st Actual Pymt Date</td>
<td>12 22 93</td>
</tr>
<tr>
<td>Accrual Period Method (P/R)</td>
<td>P Payable To Payable</td>
</tr>
<tr>
<td>Accrual Period Measure (A/T)</td>
<td>A Actual Payment To Actual</td>
</tr>
<tr>
<td>1st Record Date (MMDDYY)</td>
<td></td>
</tr>
<tr>
<td>Days Rec Date Prior to Pay Date</td>
<td>1</td>
</tr>
<tr>
<td>Business/Calendar Days Ind. (B/C)</td>
<td>B Business</td>
</tr>
<tr>
<td>Weekend/Holiday Rec Date Ind. (A/B)</td>
<td>A After</td>
</tr>
</tbody>
</table>

---

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Tax-Exempt Muni VRDO/CP Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
- 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
- 'PF12/24' key to return to the Main Menu Screen.
3.05 Other Procedures For Tax-Exempt/Taxable Muni VRDO/CP

The Muni VRDO/CP procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. Also identical are the Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: see CD Section 1.05
- How To Perform An Issuance Instruction Inquiry: see CD Section 1.06
- How To Perform An Issuance Control Inquiry: see CD Section 1.07
- How To Perform An Underwriting Notice Inquiry: see CD Section 1.08
- How To Perform A Dealer D.O. (DDO) Inquiry: see CD Section 1.09
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: see CD Section 1.10
- How To Perform A CUSIP Lookup Inquiry: see CD Section 1.11
- Currency Code Descriptions: see CD Section 1.12
- Help Facility: see CD Section 1.13
- Error Codes And Descriptions: see CD Section 1.14
MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR CORPORATE COMMERCIAL PAPER

Overview

How To Access

How To Submit Issuance Instructions (II) For Corporate Commercial Paper

How to Submit Cancellation Instructions For Corporate Commercial Paper

Other Procedures For Corporate Commercial Paper
4.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- Issuance Instructions: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.

- Cancellation Instructions: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.

- Withdrawal Instructions: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- MMI Issuance Instructions: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.

- MMI Issuance Control: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.

- MMI Underwriting Notices: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

Note: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- MMI Dealer D.O. (DDO): allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
• MMI II/DDO Summary: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance instruction to view a summary of these transactions for the current settlement date.
- MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to 'retire' a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

- Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.
- Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.
- Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.
Withdrawals

8:00 a.m. - 6:15 p.m.
Future-Day Settlement (Settlement Date > Current Date):

Original Issuance 8:00 a.m. - 5:00 p.m.
Additional Issuance 8:00 a.m. - 6:15 p.m.
Cancellations 8:00 a.m. - 5:00 p.m.
4.02 How To Access

**Step 1**
Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).

```
XX99                     DEPOSITORY TRUST
MM/DD/YY
0002199-99                PARTICIPANT TERMINAL SYSTEM
HH:MM:SS
ENTER FUNCTION: MMII
```

**Figure 1. MMII Enter Function Prompt Screen**

**Step 2**
Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).

```
ENTER THE DESIRED OPTION AND MMI TYPE, OR PRESS PF11/23 FOR MORE MMI TYPES
XX99                     THE DEPOSITORY TRUST COMPANY
MM/DD/YY
0002199-99                MAIN MENU
HH:MM:SS
===========================================================================
====    OPTION :                      | MMI TYPE :
1) Issuance Instruction (II)       | 1) CD-504: Institutional CD
2) Cancellation Instruction        |
3) Withdrawal Instruction          | 2) CP-525: Corporate Commercial Paper
4) Issuance Instruction Inquiry    | 3) CV-526: Corporate VRDO/CP
5) Issuance Control Inquiry        | 4) MC-330: Tax-Exempt Municipal CP (TECP)
6) Underwriting Notice Inquiry     | 5) MT-330: Taxable Municipal CP
7) Dealer D.O. (DDO) Inquiry       | 6) MV-320: Tax-Exempt Muni VRDO/CP
8) II/DDO Summary Inquiry          | 7) MX-320: Taxable Muni VRDO/CP
9) CUSIP Lookup Inquiry            | 8) MN-530: Medium-Term Note (MTN)
| 9) DP-531: Deposit-Note           | 10) BM-532: Medium-Term Bank Note MTBN)
| 11) BS-550: Short-Term Bank Note (STBN)
| 12) DN-560: Discount Note         | 13) FC-120: Preferred Stock (PFD/CP)
| 14) BA-502: Bankers' Acceptance (BA)
===========================================================================
```
Figure 2. Main Menu Screen
### Step 3
Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

<table>
<thead>
<tr>
<th>OPTION:</th>
<th>MMI TYPE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Issuance Instruction (II)</td>
<td>15) ME: Medium Term Notes</td>
</tr>
<tr>
<td>2) Cancellation Instruction</td>
<td>(MN-530, BM-532, DP-531)</td>
</tr>
<tr>
<td>3) Withdrawal Instruction</td>
<td>16) MU: Municipal Commercial Paper</td>
</tr>
<tr>
<td>4) Issuance Instruction Inquiry</td>
<td>(MC-330, MT-330)</td>
</tr>
<tr>
<td>5) Issuance Control Inquiry</td>
<td>17) MY: Municipal VRDO/CP</td>
</tr>
<tr>
<td>6) Underwriting Notice Inquiry</td>
<td>(MV-320, MX-320)</td>
</tr>
<tr>
<td>7) Dealer D.O. (DDO) Inquiry</td>
<td></td>
</tr>
<tr>
<td>8) II/DDO Summary Inquiry</td>
<td></td>
</tr>
<tr>
<td>9) CUSIP Lookup Inquiry</td>
<td></td>
</tr>
</tbody>
</table>

---

8/20: END FUNCTION 9/21: SIGNOFF 10/22 SCROLL BACKWARD

**Figure 3. Second Main Menu Screen**

**Note:** Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.

### Step 4
Enter the following information on the Main Menu Screen:

- **Option:** enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Lookup Inquiry
• MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP (TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-530: Medium-Term Note (MTN)
  - 9: DP-531: Deposit Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes (MN-530, BM-532, DP-531)
  - 17: MY: Municipal VRDO/CP (MV-320, MX-320)

Step 5 Press the 'ENTER' key to continue processing.

or

Press any of the following:

• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward.
• 'PF11/23' key to scroll forward
4.03 How To Submit Issuance Instructions (II) For Corporate Commercial Paper

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter the following information on the Main Menu Screen:</td>
</tr>
<tr>
<td></td>
<td>• Option: enter 1.</td>
</tr>
<tr>
<td></td>
<td>• MMI Type: enter 2.</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the 'ENTER' key to obtain the first Issuance Instruction For: Corporate Commercial Paper Screen (Figure 1).</td>
</tr>
</tbody>
</table>

```plaintext
ENTER CUSIP NUMBER
XX99 THE DEPOSITORY TRUST COMPANY DATE:
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Corporate Commercial Paper TIME:
HH:MM:SS

*******************************************************************************
===eleration & D O I F O R M A T I O N ========
----
I/A Transaction #: Settlement Date (MMDDYY):
Issuing Agent: Dated Date (MMDDYY):
Paying Agent: Maturity Date (MMDDYY):
MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY
DATE
CUSIP Number:
Face Value:
Settlement Amount:
Receiving Part.:
Deliver Order Comment:
Special Instruction:

*******************************************************************************
===1/13: PROCESS ISSUANCE 4/16: HELP SCREEN 7/19: MAIN MENU

Figure 1. First Issuance Instruction For: Corporate Commercial Paper Screen

Step 3 | Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Corporate Commercial Paper Screen. |

and
Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.
Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Corporate Commercial Paper Screens in the appropriate fields. These fields may not be updated.

Step 4 Enter the following Issuance and DO information on the first Issuance Instruction For: Corporate Commercial Paper Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: generated by the system based on the Participant's sign-on ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of 4 digits can be entered.
Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- **Maturity Date:** enter the targeted date on which the MMI matures in MMDDYY format.

  Note: The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the screen if the maturity date occurs one year past the dated date.

- **Face Value:** enter the face value of the issuance; a maximum of nine digits can be entered.
- **Minimum Denomination:** generated by the system but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
- **Settlement Amount:** enter the settlement dollar amount associated with the purchase of the security.
- **Incremental Denomination:** generated by DTC but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
- **Receiving Part:** enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
- **Deliver Order Comment:** enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
- **Special Instruction:** enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.
Step 5
Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF11/23' key to obtain the second Issuance Instruction For: Corporate Commercial Paper Screen (Figure 2).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 2. Second Issuance Instruction For: Corporate Commercial Paper Screen
Step 6
Enter the following Features information on the second Issuance Instruction For: Corporate Commercial Paper Screen:

- Income Payment Type: enter P (periodic), I (income-at-maturity only), or D (discount).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- Income Rate Type: enter F (fixed) or V (variable).
- Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
- Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
- Indexed Principal: enter Y (yes) or N (no).
- Interest Rate Reset: enter Y (yes) or N (no).
- Interest Pymt Freq Reset: enter Y (yes) or N (no).
- Repayment Put Option: enter Y (yes) or N (no).
- Interest Step-Up: enter Y (yes) or N (no).
- Interest Step-Up Rate: enter the interest step-up rate.
- Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
- Call: enter Y (yes) or N (no).
- Extendable Maturity: enter Y (yes) or N (no).
- Renewable Note: enter Y (yes) or N (no).
- Repayment Put Upon Death: enter Y (yes) or N (no).

Step 7
Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the first Issuance Instruction For: Corporate Commercial Paper Screen.
• 'PF11/23' key to obtain the third Issuance Instruction For: Corporate Commercial Paper Screen (Figures 3 through 7).
• 'ENTER' key to validate the data.
Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:

For Income Payment Type P and Income Rate Type F:

```
ENTER INCOME PAYMENT INFORMATION
QT40/MM13 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Corporate Commercial Paper
HH:MM:SS

---------------------------------------------------------------------

----------- INCOME PAYMENT -----------
Income Rate % (99.999):  
Income Calculation Formula(1-6):  1 Actual/360
1st Income Payment/$1000:  
Payment Interval Type (Y/M/W/D):  
Payment Interval Number (999):  
1st Targeted Pymt Date:  
1st Actual Pymt Date:  
Accrual Period Method:  P Payment Date to Payment Date
Accrual Period Measure (A/T):  T Targeted Pymt Date to Targeted Pymt

---------------------------------------------------------------------

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU
SCREEN
```

Figure 3. Third Issuance Instruction For: Corporate Commercial Paper Screen with Income Payment Type P and Income Rate Type F
For Income Payment Type P and Income Rate Type V:

Y4 - NOT EQUAL TO Y, M, W, OR D
QT40/MM13 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Corporate Commercial Paper
HH:MM:SS

---
------------- I N C O M E   P A Y M E N T -------------
Income Rate (1st Payment): Optional
1st Income Payment/$1000 : Optional
Payment Interval Type (Y/M/W/D):
Payment Interval Number (999) :
LIBOR Indexed (Y/N) :
1st Targeted Pymt Date :
1st Actual Pymt Date :
Accrual Period Method (P/R) :
P Payment Date to Payment Date
Accrual Period Measure (A/T) :
T Targeted Pymt Date to Targeted Pymt

---
1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU
SCREEN

Figure 4. Third Issuance Instruction For: Corporate Commercial Paper Screen with Income Payment Type P and Income Rate Type V
## For Income Payment Type I and Income Rate Type F:

<table>
<thead>
<tr>
<th>60</th>
<th>RATE IS NOT NUMERIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>QT40/MM13</td>
<td>THE DEPOSITORY TRUST COMPANY</td>
</tr>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
</tr>
</tbody>
</table>

---

---

### I N C O M E P A Y M E N T

| Income Rate % (99.999) | :
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Calculation Formula{1-6}</td>
</tr>
<tr>
<td>Income At Maturity/$1000</td>
</tr>
</tbody>
</table>

---

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

---

### Figure 5. Third Issuance Instruction For: Corporate Commercial Paper Screen with Income Payment Type I and Income Rate Type F

---

---

## For Income Payment Type I and Income Rate Type V:
ENTER VARIABLE RATE INCOME PAYMENT INFORMATION
QT40/MM14               THE DEPOSITORY TRUST COMPANY
MM/DD/YY                00002199-99   ISSUANCE INSTRUCTION FOR: Corporate Commercial Paper
HH:MM:SS

---- VARIABLE RATE INCOME PAYMENT -------
Rate Reset Interval Type (Y/M/W/D):
Rate Reset Interval Number (999) :

LIBOR Indexed (Y/N) :
Variable Rate Index Formula:

Index Mat Interval Type (Y/M/W/D) : Optional
Index Mat Interval Number (99) :
Spread Sign (+/-) :
Spread % (9.999) :

---

Figure 6. Third Issuance Instruction For: Corporate Commercial Paper Screen with Income Payment Type I and Income Rate Type V
For Income Payment Type D:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>00000199-99</td>
<td></td>
</tr>
<tr>
<td>ISSUANCE INSTRUCTION FOR: Corporate Commercial Paper</td>
<td>TIME: HH:MM:SS</td>
<td></td>
</tr>
</tbody>
</table>

---
---
---
---
---
---
---

Discount Rate % (99.999) :

---
---
---
---
---
---
---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN

Figure 7. Third Issue Issuance Instruction For: Corporate Commercial Paper Screen with Income Payment Type D

Step 8 Enter the following Income Payment information as it applies on the third Issuance Instruction For: Corporate Commercial Paper Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- **Income Rate %**: enter the rate of income to be paid for fixed rate issuance instructions.
- **Income Rate (1st payment)**: enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- **Discount Rate**: enter the rate of discount applicable to the issuance.
- **Income Calculation Formula**: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
  - 03: actual days/actual days
- 04: DTC Corporate IAM CP formula
- 05: actual days/365 or actual days/366
- 06: actual days/365
Note:

1. For Fixed Periodic Income Payments, the Income Calculation Formula defaults to 1 when the Amortizing Principal indicator is N and the Indexed Principal indicator is N.

2. For Fixed Periodic Income Payments, the Income Calculation Formula defaults to 2 when the Amortizing Principal indicator is Y and the Indexed Principal indicator is Y.

3. For Fixed IAM Income Payments, the Income Calculation Formula defaults to 4 when the Amortizing Principal indicator is N and the Indexed Principal indicator is N.

4. For Fixed IAM Income Payments, the Income Calculation Formula defaults to 2 when the Amortizing Principal indicator is Y and the Indexed Principal indicator is N.

- 1st Income Pymt/$1000: enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.
- Income At Maturity/$1000: enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
• LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
• 1st Targeted Pymt Date: enter the targeted date of the first income payment in MM DD YY format.
• 1st Actual Pymt Date: enter the actual date of the first income payment in MM DD YY format.
• Accrual Period Method: generated by DTC. This indicates that the calculation of the number of days in the accrual period is from payable date to payable date.
• Accrual Period Measure: enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - A: actual payment date to actual payment date.
  - T: targeted payment date to targeted payment date.

  **Note:** Accrual Period Measure will automatically default to T, but can be overridden when necessary.

• Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

• Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).

• Variable Rate Index/Formula: enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

  **Note:** The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).

• Spread Sign: enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.

• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

  **Note:**

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.

2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

3. If Notes 1 and 2 are not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 12.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 14.
Step 9  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF8/20' key to change the function.
- 'PF9/1' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Corporate Commercial Paper Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Corporate Commercial Paper Screen (Figure 8).
- 'PF12/24' key to return to the Main Menu Screen.
- 'ENTER' key to validate the data.

*Note:* If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 8. Fourth Issuance Instruction For: Corporate Commercial Paper Screen
Step 10 Enter the Variable Rate Income Payment information on the fourth Issuance Instruction For: Corporate Commercial Paper Screen:

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval number of 90 with a Rate Reset Interval type of D (days) indicates the rate resets every 90 days).
- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the third Issuance Instruction For: Corporate Commercial Paper Screen.
- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that income payments are made every six months on the first calendar day of the income payment month).
- Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week
• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

  **Note:** Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

• LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.

• Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.

• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

  **Note:** The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

3. If Notes 1 and 2 are not applicable, proceed to Step 14.

When The Periodic/Amort Principal (Indicator) Equals Y:

Step 11 Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the second Issuance Instruction For: Corporate Commercial Paper Screen.
• 'PF11/23' key to obtain the fourth Issuance Instruction For: Corporate Commercial Paper Screen (Figures 9 through 11).
• 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:
For Fixed Periodic Income Payment Type:

XX99                      THE DEPOSITORY TRUST COMPANY             DATE:
MM/DD/YY
00002199-99  ISSUANCE INSTRUCTION FOR: Corporate Commercial Paper  TIME:
HH:MM:SS

===========================================================================
===
----------------------  P R I N C I P A L  P A Y M E N T  -------------------
==(                           Payment Interval Type (Y/M/W/D) :
                            Payment Interval Number (999) :  
                            LIBOR Indexed (Y/N)             :  
                            1st Targeted Pymt. Date :  
                            1st Actual Pymt. Date :  

===========================================================================

Figure 9. Fourth Issuance Instruction For: Corporate Commercial Paper Screen with a
Fixed Periodic Income Payment Type when the Periodic/Amort Principal
(Indicator) = Y
For Variable Periodic or Fixed IAM Income Payment Type:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99 ISSUANCE INSTRUCTION FOR: corporate Commercial Paper</td>
<td>TIME:</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---------------------------------------------------------------------------
=== ---------------------- PRINCIPAL PAYMENT ------------------

---
Payment Interval Type (Y/M/W/D) :
Payment Interval Number (999)   :
LIBOR Indexed (Y/N)             :
1st Targeted Pymt. Date        :
1st Actual Pymt. Date          :
Payment Day of the Month (1-31) :
Payment Business/Calendar (B/C) :
- or -
Payment Week of Month (1-4)    :
Payment Day of Week (M/T/W/R/F) :

---------------------------------------------------------------------------
---
1/13: PROCESS ISSUANCE        4/16: HELP
MENU                         7/19: MAIN
8/20: END FUNCTION           9/21: SIGNOFF
9/22: PREV SCREEN            10/22: NEXT
SCREEN                      11/23: NEXT

Figure 10. Fourth Issuance Instruction For: Corporate Commercial Paper Screen with a Variable Periodic or IAM Income Payment Type when the Periodic/Amort, Principal (Indicator) =Y

For Discount Income Payment Type:
Step 12  

Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Corporate Commercial Paper Screen (applicable fields are based on the Income Payment and Income Rate Types selected):
- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.
- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Corporate Commercial Paper Screen.
- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal payments are made every 6 months on the first calendar day of the principal payment month).
- Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
- 2: second week
- 3: third week
- 4: fourth week
- Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

**Note:** Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week 2. If the Indexed Principal (Indicator) equals Y, proceed to Step 13. Otherwise, proceed to Step 14.

**When The Indexed Principal (Indicator) Equals Y:**

**Step 13**  
Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Corporate Commercial Paper Screen.
- 'PF11/23' key to obtain the fifth Issuance Instruction For: Corporate Commercial Paper Screen (Figure 12).
- 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 14  Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Corporate Commercial Paper Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- Days Principal Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Principal Index/Formula: enter a valid principal index/ formula.
- Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days
Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Step 15 Press any of the following:

- 'PF1/13' key to process the issuance instruction only upon completing entry of the appropriate information on all Issuance Instruction For: Corporate Commercial Paper Screens. If the transaction is accepted, the first Issuance Instruction For: Corporate Commercial Paper Screen appears for entry of another instruction. An Issuance Instruction Confirmation Ticket is generated (Figure 13).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Corporate Commercial Paper Screen.
- 'ENTER' key to validate the data.
Note:

1. If the 'PF1/13' or 'ENTER' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'PF1/13' or 'ENTER' key.

2. If the 'ENTER' key is pressed and there are no errors, press the 'PF1/13' key to process the issuance. If no errors occur, the message 'TRANSACTION ACCEPTED; ENTER THE NEXT ISSUANCE INSTRUCTION' appears and the User is returned to the first Issuance Instruction For: Corporate Commercial Paper Screen.

```
PTS ID: 00002199-99     TERM=TX40     MMISEQ #: 12/17/93-16:08:44-54002
I/A TRANSACTION #:    12345678901234
ISSUING AGENT:     00001234     PA NAME #1
CUSIP NUMBER:  1234567899   CPACR1LJ940930BEN% (MMI-SDFS)
FACE VALUE:         10,000
SETTLEMENT AMOUNT:         $10,123.40
SETTLEMENT DATE:  12/17/93    MATURITY DATE:          11/18/94
RECEIVING PART:   00009999     RP NAME #1
COMMENTS:           
INPUT MEDIA IS PTS.
FIXED RATE MMI- PERIODIC INCOME PAYMENT.
CP-525 Corporate Commercial Paper
** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.
```
Figure 13. Issuance Instruction Confirmation Ticket
4.04 How to Submit Cancellation Instructions For Corporate Commercial Paper

**Step 1**
Enter the following information on the Main Menu Screen:

- Option: enter 2.
- MMI Type: enter 2.

**Step 2**
Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1).

**Step 3**
Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:

- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the 9-character CUSIP number.
- Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
- Issuing Agent: generated by DTC based on the Participant's sign-on ID.
- **Input Medium:** enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- **MMI Type:** enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, CV, MT, etc.).
**Note:** If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.

**or**

**Step 4** Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's sign-on ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

### Figure 2. Cancellation Instruction - Summary Screen

**Note:** The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).
To Cancel An Issuance:

Step 5  Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.

Step 6  Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.
Step 7 Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).

![Cancellation Instruction Confirmation Ticket]

**Figure 3. Cancellation Instruction Confirmation Ticket**

To View Detail Information For A Specific Issuance:

Step 8 Enter the selection number of the desired issuance instruction in the Selection Number field.
Step 9  Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

and

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.
Figure 4. Issuance Instruction For: Corporate Commercial Paper Screen containing status information
### First Issuance Instruction For: Corporate Commercial Paper Screen

<table>
<thead>
<tr>
<th>Transaction #:</th>
<th>Settlement Date (MMDDYY):</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1234567890123A</td>
<td>12 17 93</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Issuing Agent: (IA# 1 NAME)</th>
<th>Dated Date (MMDDYY):</th>
<th>12 17 93</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Paying Agent: (PA# 1 NAME)</th>
<th>Maturity Date (MMDDYY):</th>
<th>11 18 94</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>CUSIP Number</th>
<th>Face Value</th>
<th>Minimum Denomination</th>
</tr>
</thead>
<tbody>
<tr>
<td>123456789</td>
<td>10000</td>
<td>10000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Settlement Amt.</th>
<th>Incremental Denomination</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,123.40</td>
<td>1000</td>
</tr>
</tbody>
</table>

| Receiving Part.: (RP# 1 NAME) | |
|------------------------------||
| 9999                         | |

**Previously Issued Ex-DTC (Y/N):** N

**Last Pymt Date (Targeted):**

**Deliver Order Comment:**

**Special Instruction:**

---

**Function Keys:**

The Depository Trust Company

Money Market Instrument Issuance Instruction (MMII) for Corporate Commercial Paper Page 53 July 1996

Figure 6. Second Issuance Instruction For: Corporate Commercial Paper Screen
### Income Payment

- **Income Rate % (99.999):** 9.030
- **Income Calculation Formula:** 1 Actual/360
- **1st Income Pynt/$1000:** 1.254167
- **Payment Interval Type (Y/M/W/D):** M Monthly
- **Payment Interval Number (999):** 3
- **1st Targeted Pynt Date:** 12 22 93
- **1st Actual Pynt Date:** 12 22 93
- **Accrual Period Method (P/R):** P Payable To Payable
- **Accrual Period Measure (A/T):** A Actual Payment To Actual Payment

---

**Figure 7. Third Issuance Instruction For: Corporate Commercial Paper Screen**

or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Corporate Commercial Paper Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
• 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
• 'PF12/24' key to return to the Main Menu Screen.
4.05 Other Procedures For Corporate Commercial Paper

The Corporate Commercial Paper procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. Also identical are the Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: see CD Section 1.05
- How To Perform An Issuance Instruction Inquiry: see CD Section 1.06
- How To Perform An Issuance Control Inquiry: see CD Section 1.07
- How To Perform An Underwriting Notice Inquiry: see CD Section 1.08
- How To Perform A Dealer D.O. (DDO) Inquiry: see CD Section 1.09
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: see CD Section 1.10
- How To Perform Age CUSIP Lookup Inquiry: see CD Section 1.11
- Currency Code Descriptions: see CD Section 1.12
- Help Facility: see CD Section 1.13
- Error Codes And Descriptions: see CD Section 1.14
5.00 MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR CORPORATE VRDO/CP

Overview

How To Access

How To Submit Issuance Instructions (II) For Corporate VRDO/CP

How To Submit Cancellation Instructions For Corporate VRDO/CP

Other Procedures For Corporate VRDO/CP
5.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- Issuance Instructions: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.

- Cancellation Instructions: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.

- Withdrawal Instructions: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- MMI Issuance Instructions: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.

- MMI Issuance Control: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.

- MMI Underwriting Notices: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

Note: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- MMI Dealer D.O. (DDO): allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
• MMI II/DDO Summary: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance instruction to view a summary of these transactions for the current settlement date.
• MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to "retire" a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.

Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.

Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.
Withdrawals  8:00 a.m. - 6:15 p.m.
Future-Day Settlement (Settlement Date > Current Date):

Original Issuance 8:00 a.m. - 5:00 p.m.

Additional Issuance 8:00 a.m. - 6:15 p.m.

Cancellations 8:00 a.m. - 5:00 p.m.
5.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

![Figure 1. MMII Enter Function Prompt Screen](image)

Step 2 Press the 'ENTER' key to obtain the Main Menu Screen containing Options and MMI types (Figure 2).
### Figure 2. Main Menu Screen

<table>
<thead>
<tr>
<th>OPTION:</th>
<th>MMI TYPE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Issuance Instruction (II)</td>
<td>1) CD-504: Institutional CD</td>
</tr>
<tr>
<td>2) Cancellation Instruction</td>
<td></td>
</tr>
<tr>
<td>3) Withdrawal Instruction</td>
<td>2) CP-525: Corporate Commercial Paper</td>
</tr>
<tr>
<td>4) Issuance Instruction Inquiry</td>
<td>3) CV-526: Corporate VRDO/CP</td>
</tr>
<tr>
<td>5) Issuance Control Inquiry</td>
<td>4) MC-330: Tax-Exempt Municipal CP</td>
</tr>
<tr>
<td>6) Underwriting Notice Inquiry</td>
<td>5) MT-330: Taxable Municipal CP</td>
</tr>
<tr>
<td>7) Dealer D.O. (DDO) Inquiry</td>
<td>6) MV-320: Tax-Exempt Muni VRDO/CP</td>
</tr>
<tr>
<td>8) II/DDO Summary Inquiry</td>
<td>7) MX-320: Taxable Muni VRDO/CP</td>
</tr>
<tr>
<td>9) CUSIP Lookup Inquiry</td>
<td>8) MN-533: Medium-Term Note (MTN)</td>
</tr>
<tr>
<td>10) Issuer Control Features Authorization</td>
<td>9) DP-531: Deposit Note</td>
</tr>
<tr>
<td>(MTBN)</td>
<td>10) BM-532: Medium-Term Bank Note</td>
</tr>
<tr>
<td></td>
<td>11) BS-550: Short-Term Bank Note (STBN)</td>
</tr>
<tr>
<td></td>
<td>12) DN-560: Discount Note</td>
</tr>
<tr>
<td></td>
<td>13) PC-120: Preferred Stock (FFD/CP)</td>
</tr>
<tr>
<td></td>
<td>14) BA-502: Bankers Acceptance (BA)</td>
</tr>
</tbody>
</table>

---

Step 3  Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

Figure 3. Second Main Menu Screen

Note: Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.

Step 4  Enter the following information on the Main Menu Screen:

- Option: enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
9: CUSIP Lookup Inquiry
• MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP(TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-530: Medium-Term Note (MTN)
  - 9: DP-531: Deposit Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes (MN-530, BM-532, DP-531)
  - 17: MY: Municipal VRDO/CP (MV-320, MX-320)

**Step 5** Press the 'ENTER' key to continue processing.

or

Press any of the following:

• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward.
• 'PF11/23' key to scroll forward.
5.03 How To Submit Issuance Instructions (II) For Corporate VRDO/CP

Step 1 Enter the following information on the Main Menu Screen (Section 5.02, Figure 2):
- Option: enter 1.
- MMI Type: enter 3.

Step 2 Press the 'ENTER' key to obtain the first Issuance Instruction For: Corporate VRDO/CP Screen (Figure 1).

```
ENTER CUSIP NUMBER
QS22/NM11 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Corporate VRDO/CP
HH:MM:SS

----------------------------------- I S S U A N C E  &  D O  I N F O R M A T I O N
-----------------------------------
I/A Transaction : 
Issuing Agent : (DTC TEST ) 2199 Dated Date (MMDDYY) :
Paying Agent : 
Maturity Date (MMDDYY) :
CUSIP Number :
Face Value :
Minimum Denomination :
Settlement Amt. :
Incremental Denomination :
Receiving Part. :
Previously Issued Ex-DTC (Y/N):
Last Pymt Date (Targeted):
Deliver Order Comment:
Special Instruction :

-----------------------------------------------
1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU
```

Figure 1. First Issuance Instruction For: Corporate VRDO/CP Screen

Step 3 Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Corporate VRDO/CP Screen.
and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.
Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Corporate VRDO/CP Screens in the appropriate fields. These fields may not be updated.

Step 4 Enter the following Issuance and DO information on the first Issuance Instruction For: Corporate VRDO/CP Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: system generated based on the Participant's signon ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.
Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number is generated by the system based upon the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- Maturity Date: enter the targeted mandatory tender date on which the MMI matures in MM DD YY format. Do not enter the bond maturity date. The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the second Issuance Instruction For: Corporate VRDO/CP Screen if the maturity date occurs one year past the dated date.
- Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.
- Minimum Denomination: system generated but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
- Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.
- Incremental Denomination: system generated but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
- Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
- Previously Issued Ex-DTC: enter Y (yes) or N (no) to indicate if the security being deposited by means of an issuance instruction was in existence (ex-DTC) prior to the submission of the issuance instruction.
- Last Pymt Date (Targeted): enter the targeted income payment date from which income should accrue for previously issued ex-DTC issues in MM DD YY format.
- Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters.
of freeform information can be entered and is printed on the DO ticket; optional.

- Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.
Step 5  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF11/23' key to obtain the second Issuance Instruction For: Corporate VRDO/CP Screen (Figure 2).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 6  Enter the following Features information on the second Issuance Instruction For: Corporate VRDO/CP Screen:

- Income Payment Type: enter P (periodic) or I (income-at-maturity only).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- Income Rate Type: enter F (fixed) or V (variable).
- Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
- Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
- Indexed Principal: enter Y (yes) or N (no).
- Call: enter Y (yes) or N (no).

Step 7  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the first Issuance Instruction For: Corporate VRDO/CP Screen.
- 'PF11/23' key to obtain the third Issuance Instruction For: Corporate VRDO/CP Screen (Figures 3 through 6).
- 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no
errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:
For Income Payment Type P and Income Rate Type F:

<table>
<thead>
<tr>
<th>ENTER INCOME PAYMENT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>QS22/MM13</td>
</tr>
<tr>
<td>THE DEPOSITORY TRUST COMPANY</td>
</tr>
<tr>
<td>MM/DD/YY</td>
</tr>
<tr>
<td>00002199-99</td>
</tr>
<tr>
<td>ISSUANCE INSTRUCTION FOR: Corporate VRDO/CP</td>
</tr>
<tr>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

---

### INCOME PAYMENT

- **Income Rate % (99.999):**
- **Income Calculation Formula (1-6):** 1 Actual/360
- **1st Income Payment/$1000:**
- **Payment Interval Type (Y/M/W/D):** M Month(s)
- **Payment Interval Number (999):** 6
- **1st Targeted Pymt Date:**
- **1st Actual Pymt Date:**
- **Accrual Period Method:** P Payment Date to Payment Date
- **Accrual Period Measure (A/T):** T Targeted Pymt Date to Targeted Pymt
- **1st Record Date (MMDDYY):**
- **-or- Days Rec Date Prior to Pay Date:**
- **Business/Calendar Days Ind. (B/C):**
- **Weekend/Holiday Rec Date Ind. (A/B):**

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 3. Third Issuance Instruction For: Corporate VRDO/CP Screen with Income Payment Type P and Income Rate Type F
For Income Payment Type P and Income Rate Type V:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY DATE: MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Corporate VRDO/CP</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td>TIME:</td>
</tr>
</tbody>
</table>

---------------------------------------------------------------------------

----------------------- INCOME PAYMENT -------------------------------------

---

Income Rate (1st payment): Optional
1st Income Pymt/$1000: Optional

Payment Interval Type (Y/M/W/D):  
Payment Interval Number (999) :

LIBOR Indexed (Y/N)  
1st Targeted Pymt Date :
1st Actual Pymt Date :
Accrual Period Method (F/R) :
Accrual Period Measure (A/T):

1st Record Date (MMDYYYY):
-or- Days Rec Date Prior to Pay Date :
Business/Calendar Days Ind. (B/C):
Weekend/Holiday Rec Date Ind. (A/B) :

---------------------------------------------------------------------------

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1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU
SCREEN

Figure 4. Third Issuance Instruction For: Corporate VRDO/CP Screen with Income Payment Type P and Income Rate Type V

For Income Payment Type I and Income Rate Type F:
Income Rate % (99.999):
Income Calculation Formula (1-6):
Income At Maturity/$1000:

Figure 5. Third Issuance Instruction For: Corporate VRDO/CP Screen with Income Payment Type I and Income Rate Type F
For Income Payment Type I and Income Rate Type V:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>ISSUANCE INSTRUCTION FOR: Corporate VRDO/CP</td>
<td>TIME:</td>
</tr>
<tr>
<td>00002199-99</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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---------- VARIABLE RATE INCOME PAYMENT ---------

Rate Reset Interval Type (Y/M/W/D):
Rate Reset Interval Number (999) :
LIBOR Indexed (Y/N) :
Variable Rate Index/Formula:

Index Mat Interval Type: (Y/M/W/D): Optional
Index Mat Interval Number (99) :
Spread Sign (+/-) :
Spread % (9.999) :

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 6. Third Issuance Instruction For: Corporate VRDO/CP Screen with Income Payment Type I And Income Rate Type V

**Step 8**  Enter the following Income Payment information as it applies on the third Issuance Instruction For: Corporate VRDO/CP Screen (applicable fields are based on the Income Payment Types selected):

- Income Rate %: enter the rate of income to be paid for fixed rate issuance instructions.
- Income Rate (1st payment): enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- Income Calculation Formula: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
- 03: actual days/actual days
- 04: DTC Corporate IAM CP formula
- 05: actual days/365 or actual days/366
- 06: actual days/365

- 1st Income Pymt/$1000: enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.
- Income At Maturity/$1000: enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first income payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first income payment in MM DD YY format.
- Accrual Period Method: system generated. This indicates that the calculation of the number of days in the accrual period is from payable date to payable date.
- Accrual Period Measure: enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - A: actual payment date to actual payment date.
  - T: targeted payment date to targeted payment date.

Note: Accrual Period Measure automatically defaults to T, but can be overridden when necessary.

- 1st Record Date: enter the first record date in MM DD YY format.
- Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.
- Business/Calendar Days Ind.: enter B (business) or C (calendar).
- Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday
• Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

• Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).

• Variable Rate Index/Formula: enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78-characters each) of freeform text can be entered.

• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).

• Spread Sign: enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.

• Spread %: enter the percentage amount that is added to or subtracted from the index's value.
Note:

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.

2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

3. If Notes 1 and 2 are not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

4. If Notes 1, 2 and 3 are not applicable and the Indexed Principal (Indicator) equals N, proceed to Step 15.

5. If Notes 1, 2, 3 and 4 are not applicable, proceed to Step 17.

Step 9

Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Corporate VRDO/CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Corporate VRDO/CP Screen (Figure 7).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 10 Enter the Variable Rate Income Payment information on the fourth Issuance Instruction For: Corporate VRDO/CP Screen:

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval number of 90 with a Rate Reset Interval type of D (days) indicates the rate resets every 90 days).
- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment
Business/Calendar and the Payment Interval Type and Payment Interval Number on the third Issuance Instruction For: Corporate VRDO/CP Screen.
- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that income payments are made every six months on the first calendar day of the income payment month).

- Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

- Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

Note: Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78-characters each) of freeform text can be entered.
• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

**Note:** The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).

• Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.

• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

**Note:**

1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

3. If Notes 1 and 2 are not applicable and the Call (Indicator) equals Y, proceed to Step 15.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 17.
When The Periodic/Amort Principal (Indicator) Equals Y:

**Step 11** Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Corporate VRDO/CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Corporate VRDO/CP Screen (Figures 8 through 10).
- 'ENTER' key to validate the data.

**Note:**

1. If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:
For Fixed Periodic Income Payment Type:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE: MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Corporate VRDO/CP</td>
<td>TIME: HH:MM:SS</td>
</tr>
</tbody>
</table>

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Figure 8. Fourth Issuance Instruction For: Corporate VRDO/CP Screen with a Fixed Periodic Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y

For Variable Periodic or IAM Income Payment Type:
<table>
<thead>
<tr>
<th>Date: MM/DD/YY</th>
<th>Time: HH:MM:SS</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td></td>
</tr>
</tbody>
</table>

---

### Principal Payment

- Payment Interval Type (Y/M/W/D):
- Payment Interval Number (999):
- LIBOR Indexed (Y/N): 
- 1st Targeted Pymt. Date: 
- 1st Actual Pymt. Date: 
- Payment Day of the Month (1-31): 
- Payment Business/Calendar (B/C): 
  - or - 
  - Payment Week of Month (1-4): 
  - Payment Day of Week (M/T/W/R/F): 
- 1st Record Date (MMDDYY) : 
  - or - Days Rec Date Prior to Pay Date : 
  - Business/Calendar Days Ind. (B/C): 
  - Weekend/Holiday Rec Date Ind. (A/B): 

---

**1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU**


---

*Figure 9. Fourth Issuance Instruction For: Corporate VRDO/CP Screen with a Variable Periodic or IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y*
For Fixed IAM Income Payment Type:

Step 12 Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Corporate VRDO/CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.
• 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.

• Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar Days and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Corporate VRDO/CP Screen.

• Payment Business/Calendars: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar Days of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal payments are made every six months on the first calendar day of the income payment month).

• Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

Note: Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.
1st Record Date: enter the first record date in MM DD YY format.
Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.
Business/Calendar Days Ind.: enter B (business) or C (calendar).
Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.

Note:
1. If the Indexed Principal (Indicator) equals Y, proceed to Step 13.
2. If Note 1 is not applicable and the Call (Indicator) = Y, proceed to Step 15.
3. If Notes 1 and 2 are not applicable, proceed to Step 17.

When The Indexed Principal (Indicator) Equals Y:

Step 13 Press any of the following:
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Corporate VRDO/CP Screen.
- 'PF11/23' key to obtain the fifth Issuance Instruction For: Corporate VRDO/CP Screen (Figure 11).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears.
Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
**Figure 11. Fifth Issuance Instruction For: Corporate VRDO/CP Screen when the Indexed Principal (Indicator) = Y**

**Step 14** Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Corporate VRDO/CP Screen:

- **Days Income Payment Settle After Maturity Date:** enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
- **Business/Calendar Days:** enter a B (business) or C (calendar).
- **Days Principal Payment Settle After Maturity Date:** enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
- **Business/Calendar Days:** enter B (business) or C (calendar).
- **LIBOR Indexed:** enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- **Principal Index/Formula:** enter a valid principal index/formula.
Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
- Y: years
- M: months
- W: weeks
- D: days
Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Call Indicator equals Y on the Feature Screen, proceed to Step 15.

2. If Note 1 is not applicable, proceed to Step 17.

When The Call (Indicator) Equals Y:

Step 15 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the fourth Issuance Instruction For: Corporate VRDO/CP Screen.
- 'PF11/23' key to obtain the sixth Issuance Instruction For: Corporate VRDO/CP Screen (Figure 12).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears.
Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 16 Enter the following information as it applies on the sixth Issuance Instruction For: Corporate VRDO/CP Screen:

- 1st Call Date: enter the first call date in MM DD YY format.
- Call Price %: enter the call price % in 999.999 format.

Step 17 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Corporate VRDO/CP Screen.
- 'ENTER' key to validate the data.
Note: If an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF1/13' key can be pressed to process the issuance instruction.
Figure 13. Issuance Instruction Confirmation Ticket
### 5.04 How To Submit Cancellation Instructions For Corporate VRDO/CP

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| **Step 1** | Enter the following information on the Main Menu Screen (Section 5.02, Figure 2):  
  - Option: enter 2.  
  - MMI Type: enter 3. |
| **Step 2** | Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1). |

![Figure 1. Issuance Instruction Cancellation - Key Request Screen](image)

- Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:
  - Acronym: enter the acronym of the MMI Issuer.  
  - CUSIP Number: enter the 9-character CUSIP number.
- Issuer Number: enter the first 6 characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
- Issuing Agent: system generated based on the Participant's signon ID.
- Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- MMI Type: enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, MV, MT, etc.).

**Note:** If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.

or

**Step 4** Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

```
<table>
<thead>
<tr>
<th>CUSIP</th>
<th>ISSUING AGENT</th>
<th>RCV</th>
<th>MMI</th>
<th>FACE</th>
<th>SETTLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUMBER</td>
<td>TRANSACTION</td>
<td>PART</td>
<td>TYPE</td>
<td>VALUE</td>
<td>DATE</td>
</tr>
<tr>
<td>1) 888888888</td>
<td>A1234567890123A</td>
<td>9999</td>
<td>CV</td>
<td>10,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>11/18/94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) 999999998</td>
<td>B1234567890123B</td>
<td>9999</td>
<td>CV</td>
<td>20,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>10/29/94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3) 999999999</td>
<td>C1234567890123C</td>
<td>9999</td>
<td>CV</td>
<td>30,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>10/29/94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**END OF DATA**
```

ENTER SELECTION NUMBER ---->

---

**NO FURTHER SCROLLING (FORWARD)**

XX99       THE DEPOSITORY TRUST COMPANY

MM/DD/YY   THE DEPOSITORY TRUST COMPANY

00002199-99 CANCELLATION INSTRUCTION - SUMMARY

HH:MM:SS

---


FUNCTION


MENU
Figure 2. Cancellation Instruction - Summary Screen

Note: The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

To Cancel An Issuance:

Step 5 Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.
Step 6 Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7 Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).

```
- X 9999999999-999999 CANCELLATION INSTRUCTION CONFIRMATION MM/DD/YY
  HH:MM:SS o
  PTS ID: 00002199-99 TERMINUM-TX40 MMI SEQ #: 12/16/93-14:35:50-313383
  o
  I/A TRANSACTION #: 123456789012345
  o
  ISSUING AGENT: 00002199 IA NAME #1
  o
  PAYING AGENT: 00001234 PA NAME #1
  o
  CUSIP NUMBER: 123456789 CVACR1LJ9409030BEN% (MMI-SDFS)
  o
  FACE VALUE: 10,000
  o
  SETTLEMENT AMOUNT: $10,123.40
  o
  o
  o
  o
  SETTLEMENT DATE: 12/17/93 MATURITY DATE: 11/18/94
  o
  RECEIVING PART.: 00009999 RP NAME #1
  o
  o
  o
  COMMENTS:
  o
  ISSUANCE INSTRUCTION INPUT MEDIA IS PTS.
  o
  FIXED-RATE MMI-PERIODIC INCOME PAYMENT
  o
  CV - 526 Corporate VRDO/CP
  o
  ** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.
  o
  o
```

Figure 3. Cancellation Instruction Confirmation Ticket

To View Detail Information For A Specific Issuance:

Step 8 Enter the selection number of the desired issuance instruction in the Selection Number field.
Step 9
Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

and

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.
Figure 4. Issuance Instruction For: Corporate VRDO/CP Screen containing status information
### First Issuance Instruction For: Corporate VRDO/CP Screen

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>I/A Transaction #</td>
<td>A1234567890123A</td>
</tr>
<tr>
<td>Settlement Date (MMDDYY)</td>
<td>12 17</td>
</tr>
<tr>
<td>Issuing Agent (IA# 1 NAME)</td>
<td>2199</td>
</tr>
<tr>
<td>Dated Date (MMDDYY)</td>
<td>12 17</td>
</tr>
<tr>
<td>Paying Agent (PA# 1 NAME)</td>
<td>2199</td>
</tr>
<tr>
<td>Maturity Date (MMDDYY)</td>
<td>11 18</td>
</tr>
<tr>
<td>CUSIP Number</td>
<td>123456789</td>
</tr>
<tr>
<td>Face Value</td>
<td>10000</td>
</tr>
<tr>
<td>Minimum Denomination</td>
<td></td>
</tr>
<tr>
<td>Settlement Amt.</td>
<td>10,123.40</td>
</tr>
<tr>
<td>Incremental Denomination</td>
<td></td>
</tr>
<tr>
<td>Receiving Part. (RP# 1 NAME)</td>
<td>9999</td>
</tr>
<tr>
<td>Previously Issued Ex-DTC (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>Last Pymt Date (Targeted)</td>
<td></td>
</tr>
<tr>
<td>Deliver Order Comment</td>
<td></td>
</tr>
<tr>
<td>Special Instruction</td>
<td></td>
</tr>
</tbody>
</table>

---

2/14: SUMMARY SCREEN  4/16: HELP SCREEN  8/20: END FUNCTION  

---

Figure 5. First Issuance Instruction For: Corporate VRDO/CP Screen
Figure 6. Second Issuance Instruction For: Corporate VRDO/CP Screen
The Depository Trust Company

Money Market Instrument

Issuance Instruction (MMII)

For Corporate VRDO/CP

Page 57

April 1996

---

Income Rate % (99.999): 9.030
Income Calculation Formula: 1 Actual/360
1st Income Pymt/$1000: 1.254167

Payment Interval Type (Y/M/W/D): M Monthly
Payment Interval Number (999): 3

1st Targeted Pymt Date: 12 22 93
1st Actual Pymt Date: 12 22 93

Accrual Period Method (P/R): P Payable To Payable
Accrual Period Measure (A/T): A Actual Payment To Actual

1st Record Date (MMDDYY):
-or- Days Rec Date Prior to Pay Date: 1
Business/Calendar Days Ind. (B/C): B Business
Weekend/Holiday Rec Date Ind. (A/B): A After

---

2/14: SUMMARY SCREEN 4/16: HELP SCREEN 9/20: END FUNCTION

Figure 7. Third Issuance Instruction For: Corporate VRDO/CP Screen

or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Corporate VRDO/CP Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
• 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
• 'PF12/24' key to return to the Main Menu Screen.
5.05 Other Procedures For Corporate VRDO/CP

The Corporate VRDO/CP procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. The Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs are also identical. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: refer to CD Section 1.05.
- How To Perform An Issuance Instruction Inquiry: refer to CD Section 1.06.
- How To Perform An Issuance Control Inquiry: refer to CD Section 1.07.
- How To Perform An Underwriting Notice Inquiry: refer to CD Section 1.08.
- How To Perform A Dealer D.O. (DDO) Inquiry: refer to CD Section 1.09.
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: refer to CD Section 1.10.
- How To Perform A CUSIP Lookup Inquiry: refer to CD Section 1.11.
- Currency Code Descriptions: see CD Section 1.12
- Help Facility: see CD Section 1.13
- Error Codes And Descriptions: see CD Section 1.14
6.00 MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR PREFERRED STOCK (PFD/CP)

Overview

How To Access

How To Submit Issuance Instructions (II) For Preferred Stock (PFD/CP)

How To Submit Cancellation Instructions For Preferred Stock (PFD/CP)

Other Procedures For Preferred Stock (PFD/CP)
6.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- **Issuance Instructions**: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.

- **Cancellation Instructions**: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.

- **Withdrawal Instructions**: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- **MMI Issuance Instructions**: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.

- **MMI Issuance Control**: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.

- **MMI Underwriting Notices**: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

**Note**: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- **MMI Dealer D.O. (DDO)**: allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.

- **MMI II/DDO Summary**: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance
instruction to view a summary of these transactions for the current settlement date.
• MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and, optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to "retire" a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.

Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.

Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.
Withdrawals 8:00 a.m. - 6:15 p.m.

Future-Day Settlement (Settlement Date > Current Date):

Original Issuance 8:00 a.m. - 5:00 p.m.
Additional Issuance 8:00 a.m. - 6:15 p.m.
Cancellations 8:00 a.m. - 5:00 p.m.
6.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

![Figure 1. MMII Enter Function Prompt Screen](image)

Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).
Step 3 Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).
Step 4 Enter the following information on the Main Menu Screen:

- Option: enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Lookup Inquiry

- MMI Type: enter one of the following:
  - ME: Medium Term Notes (MN-533, BM-532, DP-531)
  - MU: Municipal Commercial Paper (MC-330, MT-330)
  - MY: Municipal VRDO/CP (MV-320, MX-320)

**Note:** Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.
- 1: CD-504: Institutional CD
- 2: CP-525: Corporate Commercial Paper
- 3: CV-526: Corporate VRDO/CP
- 4: MC-330: Tax-Exempt Municipal CP (TECP)
- 5: MT-330: Taxable Municipal CP
- 6: MV-320: Tax-Exempt Muni VRDO/CP
- 7: MX-320: Taxable Muni VRDO/CP
- 8: MN-530: Medium-Term Note (MTN)
- 9: DP-531: Deposit-Note
- 10: BM-532: Medium-Term Bank Note (MTBN)
- 11: BS-550: Short-Term Bank Note (STBN)
- 12: DN-560: Discount Note
- 13: PC-120: Preferred Stock (PFD/CP)
- 14: BA-502: Bankers' Acceptance (BA)
- 15: ME: Medium Term Notes (MN-530, BM-532, DP-531)
- 17: MY: Municipal VRDO/CP (MV-320, MX-320)

**Step 5**

Press the 'ENTER' key to continue processing.

or

Press any of the following:

- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.
6.03 How To Submit Issuance Instructions (II) For Preferred Stock (PFD/CP)

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Main Menu Screen (Section 6.02, Figure 2):  
- Option: enter 1.  
- MMI Type: enter 13. |

```
ENTER CUSIP NUMBER
QT17/MM11 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Preferred Stock/CP
HH:MM:SS

------------------------- I S S U A N C E & D O I N F O R M A T I O N  
-------------------------
I/A Transaction : Settlement Date (MMDDYY) : 
Issuing Agent : DTC TEST ) 2199 Dated Date (MMDDYY) : 
Paying Agent : Maturity Date (MMDDYY) : 
CUSIP Number :
Number of Shares: Minimum Shares :
Settlement Amt. : Incremental Shares :
Receiving Part. :

Deliver Order Comment: 
Special Instruction :
```

Figure 1. First Issuance Instruction For: Preferred Stock/CP Screen

Step 2 Press the 'ENTER' key to obtain the first Issuance Instruction For: Preferred Stock/CP Screen (Figure 1).

Step 3 Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Preferred Stock/CP Screen.
and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.
Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Preferred Stock/CP Screens in the appropriate fields. These fields may not be updated.

Step 4 Enter the following Issuance and DO information on the first Issuance Instruction For: Preferred Stock/CP Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MMDDYY format.
- Issuing Agent: system generated based on the Participant's signon ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MMDDYY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.
Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number is generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- **Maturity Date**: enter the targeted mandatory tender date on which the MMI matures in MMDDYY format. Do not enter the bond maturity date. The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the Second Issuance Instruction For: Preferred Stock/CP Screen if the maturity date occurs one year past the dated date.
- **Number of Shares**: enter the number of shares of the issuance; a maximum of nine digits can be entered.
- **Minimum Denomination (Shares)**: system generated but can be changed by the Issuing Agent. Enter the minimum trading denomination (shares) for the security issue.
- **Settlement Amount**: enter the settlement dollar amount associated with the purchase of the security.
- **Incremental Denomination (Shares)**: system generated but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination (shares) must be made.
- **Receiving Part**: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
- **Deliver Order Comment**: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
- **Special Instruction**: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.

**Step 5** Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF11/23' key to obtain the second Issuance Instruction For: Preferred Stock/CP Screen (Figure 2).
• 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears.

Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

Figure 2. Second Issuance Instruction For: Preferred Stock/CP Screen

Step 6 Enter the following Features information on the second Issuance Instruction For: Preferred Stock/CP Screen:
- Income Payment Type: enter P (periodic) or I (income-at-maturity only).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- Income Rate Type: enter F (fixed) or V (variable).
- Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
• Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
• Indexed Principal: enter Y (yes) or N (no).
• Interest Rate Reset: enter Y (yes) or N (no).
• Interest Pymt Freq Reset: enter Y (yes) or N (no).
• Repayment Put Option: enter Y (yes) or N (no).
• Interest Step-Up: enter Y (yes) or N (no).
• Interest Step-Up Rate: enter the interest step-up rate.
• Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
• Call: enter Y (yes) or N (no).
• Extendable Maturity: enter Y (yes) or N (no).
• Renewable Note: enter Y (yes) or N (no).
• Repayment Put Upon Death: enter Y (yes) or N (no).

Step 7  Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the first Issuance Instruction For: Preferred Stock/CP Screen.
• 'PF11/23' key to obtain the third Issuance Instruction For: Preferred Stock/CP Screen (Figures 3 through 6).
• 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:
For Income Payment Type P and Income Rate Type F:

```
ENTER INCOME PAYMENT INFORMATION
QT42/MM13 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Preferred Stock/CP
HH:MM:SS

--------------------------------------------------------------------------------

INCOME PAYMENT

Income Rate % (99.999)          : 1 Actual/360
1st Income Payment/Share : 
Payment Interval Type (Y/M/W/D): D Day(s)
Payment Interval Number (999) : 90
1st Targeted Pymt Date :
1st Actual Pymt Date :
Accrual Period Method : P Payment Date to Payment Date
Accrual Period Measure (A/T) : T Targeted Pymt Date to Targeted Pymt
1st Record Date (MMDDYY) :
- or - Days Rec Date Prior to Pay Date :
Business/Calendar Days Ind. (B/C): 
Weekend/Holiday Rec Date Ind. (A/B) :

--------------------------------------------------------------------------------

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU
SCREEN
```

Figure 3. Third Issuance Instruction For: Preferred Stock/CP Screen with Income Payment Type P and Income Rate Type F

For Income Payment Type P and Income Rate Type V:
<table>
<thead>
<tr>
<th><strong>Income Payment</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Rate (1st Payment):</td>
</tr>
<tr>
<td>1st Income Payment/Share:</td>
</tr>
<tr>
<td>Payment Interval Type (Y/M/W/D):</td>
</tr>
<tr>
<td>Payment Interval Number (999):</td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N):</td>
</tr>
<tr>
<td>1st Targeted Pymt Date:</td>
</tr>
<tr>
<td>1st Actual Pymt Date:</td>
</tr>
<tr>
<td>Accrual Period Method (P/R):</td>
</tr>
<tr>
<td>Accrual Period Measure (A/T):</td>
</tr>
<tr>
<td>1st Record Date (MMDDYY):</td>
</tr>
<tr>
<td>-or- Days Rec Date Prior to Pay Date:</td>
</tr>
<tr>
<td>Business/Calendar Days Ind. (B/C):</td>
</tr>
<tr>
<td>Weekend/Holiday Rec Date Ind. (A/B):</td>
</tr>
</tbody>
</table>

---

**Figure 4. Third Issuance Instruction For: Preferred Stock/CP Screen with Income Payment Type P and Income Rate Type V**
For Income Payment Type I and Income Rate Type F:

```
QT42/MM13       THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99    ISSUANCE INSTRUCTION FOR: Preferred Stock/CP
HH:MM:SS
---------------------------------------------------------------------------
---
-----------------------  I N C O M E  P A Y M E N T
---
Income Rate % (99.999) : 
Income Calculation Formula(1-6): 1 Actual/360
Income At Maturity/Share :

---------------------------------------------------------------------------
---
1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU
SCREEN
```

Figure 5. Third Issuance Instruction For: Preferred Stock/CP Screen with Income Payment Type I and Income Rate Type F

For Income Payment Type I and Income Rate Type V:
THE DEPOSITORY TRUST COMPANY

MONEY MARKET INSTRUMENT

ISSUANCE INSTRUCTION (MMII)

FOR PREFERRED STOCK (PFD/CP)

PAGE 22

JULY 1996

---

----------- VARIABLE RATE INCOME PAYMENT
-----------

Rate Reset Interval Type (Y/M/W/D):
Rate Reset Interval Number (999):

LIBOR Indexed (Y/N):
Variable Rate Index Formula:

Index Mat Interval Type (Y/M/W/D):
Index Mat Interval Number (999):
Spread Sign (+/-):
Spread % (9.999):

---

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU
SCREEN

Figure 6. Third Issuance Instruction For: Preferred Stock/CP Screen with Income
Payment Type I and Income Rate Type V
Step 8  Enter the following Income Payment information as it applies on the third Issuance Instruction For: Preferred Stock/CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- **Income Rate %**: enter the rate of income to be paid for fixed rate issuance instructions.
- **Income Rate (1st payment)**: enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- **Income Calculation Formula**: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
  - 03: actual days/actual days
  - 04: DTC Corporate IAM CP formula
  - 05: actual days/365 or actual days/366
  - 06: actual days/365
- **1st Income Pymt/Share**: enter the amount of the income payment per share amount to be paid on the first income payment date for periodic income paying MMIs.
- **Income At Maturity/Share**: enter the amount of the income payment per share amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- **Payment Interval Type**: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- **Payment Interval Number**: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
• LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
• 1st Targeted Pymt Date: enter the targeted date of the first income payment in MM DD YY format.
• 1st Actual Pymt Date: enter the actual date of the first income payment in MM DD YY format.

• Accrual Period Method: enter one of the following to indicate the type of calculation the number of days in the accrual period.
  - P: payment date to payment date.
  - R: record to record.

• Accrual Period Measure: enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - A: actual payment date to actual payment date.
  - T: targeted payment date to targeted payment date.

  **Note:** Accrual Period Measure automatically defaults to T, but can be overridden when necessary.

• 1st Record Date: enter the first record date in MM DD YY format.

• Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.

• Business/Calendar Days Ind.: enter B (business) or C (calendar).

• Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.

• Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

• Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).
- Variable Rate Index/Formula: enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
• Index Mat Interval Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index; optional:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

• Indexed Mat Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Interval Type (e.g., an Indexed Maturity Interval Type of D (days) with an Indexed Maturity Interval Number of 90 indicates the index is reset every 90 days).

• Spread Sign: enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.

• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.

2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

3. If Notes 1 and 2 are not applicable and the Indexed (Indicator) equals Y, proceed to Step 13.

4. If Notes 1, 2 and 3 are not applicable and the Indexed (Indicator) equals N, proceed to Step 15.
5. If Notes 1, 2, 3 and 4 are not applicable, proceed to Step 17.
Step 9 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Preferred Stock/CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Preferred Stock/CP Screen (Figure 7).
- 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and an error occurs, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 10  Enter the Variable Rate Income Payment information on the fourth Issuance Instruction For: Preferred Stock/CP Screen:

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
- Y: years
- M: months
- W: weeks
- D: days

- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval number of 90 with a Rate Reset Interval type of D (days) indicates the rate resets every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
- Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

**Note:** The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.
Note:

1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

3. If Notes 1 and 2 are not applicable and the Call (Indicator) equals Y, proceed to Step 15.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 17.

When The Periodic/Amort Principal (Indicator) Equals Y:

Step 11

Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Preferred Stock/CP Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Preferred Stock/CP Screen (Figures 8 through 10).
- 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:
Figure 8. Fourth Issuance Instruction For: Preferred Stock/CP Screen with a Fixed Periodic Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y
Figure 9. Fourth Issuance Instruction For: Preferred Stock/CP Screen with a Variable Periodic or IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y
Figure 10. Fourth Issuance Instruction For: Preferred Stock/CP Screen with a Variable IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y

Step 12 Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Preferred Stock/CP Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the
periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).

- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.
• Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Preferred Stock/CP Screen.

• Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal payments are made every six months on the first calendar day of the income payment month).

• Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

**Note:** Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.
- 1st Record Date: enter the first record date in MM DD YY format.
- Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.
• Business/Calendar Days Ind.: enter B (business) or C (calendar).
• Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.

Note:
1. If the Indexed Principal (Indicator) equals Y, proceed to Step 13.
2. If Note 1 is not applicable and the Call (Indicator) = Y, proceed to Step 15.
3. If Notes 1 and 2 are not applicable, proceed to Step 17.

When The Indexed Principal (Indicator) Equals Y:

Step 13 Press any of the following:
• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the third Issuance Instruction For: Preferred Stock/CP Screen.
• 'PF11/23' key to obtain the fifth Issuance Instruction For: Preferred Stock/CP Screen (Figure 11).
• 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
### Indexed Principal Information

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Days Income Payment Settle After Maturity Date</td>
<td>Optional</td>
</tr>
<tr>
<td>Business/Calendar Days (B/C)</td>
<td></td>
</tr>
<tr>
<td>Days Principal Payment Settle After Maturity Date</td>
<td>Optional</td>
</tr>
<tr>
<td>Business/Calendar Days (B/C)</td>
<td></td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td></td>
</tr>
<tr>
<td>Principal Index/Formula</td>
<td></td>
</tr>
<tr>
<td>Indexed Maturity Type (Y/M/W/D)</td>
<td></td>
</tr>
<tr>
<td>Indexed Maturity Number (99)</td>
<td></td>
</tr>
<tr>
<td>Spread Sign (+/-)</td>
<td></td>
</tr>
<tr>
<td>Spread % (9.999)</td>
<td></td>
</tr>
</tbody>
</table>

**Figure 11. Fifth Issuance Instruction For: Preferred Stock/CP Screen when the Indexed Principal (Indicator) = Y**

**Step 14** Enter the following Indexed Principal information as it applies on the fifth Issuance Instructions (II) For Preferred Stock/CP Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- Days Principal Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Principal Index/Formula: enter a valid principal index/ formula.
Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
- Y: years
- M: months
- W: weeks
- D: days
Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Call Indicator equals Y on the Feature Screen, proceed to Step 15.

2. If Note 1 is not applicable, proceed to Step 17.

When The Call (Indicator) Equals Y:

Step 15 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the fourth Issuance Instruction For: Preferred Stock/CP Screen.
- 'PF11/23' key to obtain the sixth Issuance Instruction For: Preferred Stock/CP Screen (Figure 12).
- 'ENTER' key to validate the data.
**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

**Step 16** Enter the following information as it applies on the sixth Issuance Instruction For: Preferred Stock/CP Screen:

- 1st Call Date: enter the first call date in MM DD YY format.
- Call Price %: enter the call price % in 999.999 format.

**Step 17** Press any of the following:

- 'PF1/13' key to process the issuance instruction only upon completing entry of the appropriate information on all Issuance Instruction For: Preferred Stock Screens. If the transaction is accepted, the first Issuance Instruction For: preferred Stock Screen appears for entry of another instruction. An Issuance Instruction Confirmation Ticket is generated (Figure 13).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Preferred Stock/CP Screen.
- 'ENTER' key to validate the data.
Note: If there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF1/13' key can be pressed to process the issuance instruction.

---

**Figure 13. Issuance Instruction Confirmation Ticket**

- X 9999999999-999999
- PTS ID: 00002199-99
- I/A TRANSACTION #: 12345678901234
- ISSUING AGENT: 00002199
- PAYING AGENT: 00001234
- CUSIP NUMBER: 123456789
- NUMBER OF SHARES: 10,000
- SETTLEMENT AMOUNT: $10,123.40
- SETTLEMENT DATE: 12/17/93
- MATURITY DATE: 11/18/94
- RECEIVING PART: 00009999
- RP NAME #1
- COMMENTS:
  - INPUT MEDIA IS PTS.
  - FIXED RATE MMI-PERIODIC INCOME PAYMENT
  - PC-120 PREFERRED STOCK/CP
  - ** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.**
6.04 How To Submit Cancellation Instructions For Preferred Stock (PFD/CP)

**Step 1** Enter the following information on the Main Menu Screen (Section 6.02, Figure 2).
- Option: enter 2.
- MMI Type: enter 13.

```
XX99                        THE DEPOSITORY TRUST COMPANY
MM/DD/YY 00002199-99 ISSUANCE INSTRUCTION CANCELLATION - KEY REQUEST
HH:MM:SS

---------------------------------------------------------------

ACRONYM : 
CUSIP NUMBER : 
ISSUER NUMBER : 
ISSUING AGENT : 2199

---------------------------------------------------------------

INPUT MEDIUM :
MMI TYPE : PC
SETTLEMENT DATE :

---------------------------------------------------------------

  7/19: PREVIOUS MENU   8/20: END FUNCTION   9/21: SIGNOFF
  12/24: MAIN MENU
```

*Figure 1. Issuance Instruction Cancellation - Key Request Screen*

**Step 2** Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1).

**Step 3** Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:
- Acronym: enter the acronym of the MMI Issuer.
• CUSIP Number: enter the 9-character CUSIP number.
• Issuer Number: enter the first 6 characters of the CUSIP number associated with the MMI issue (six digit base Issuer number).
• Issuing Agent: generated by DTC based on the Participant's signon ID.
• Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- **MMI Type:** enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, MV, MT, etc.).

**Note:** If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- **Settlement Date:** enter the settlement date in MM DD YY format.

**or**

**Step 4** Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

<table>
<thead>
<tr>
<th>CUSIP</th>
<th>Issuing Agent</th>
<th>RCV</th>
<th>MMI</th>
<th>Value</th>
<th>Settle Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>888888888</td>
<td>A1234567890123A</td>
<td>9999</td>
<td>PC</td>
<td>10,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>999999998</td>
<td>B1234567890123B</td>
<td>9999</td>
<td>PC</td>
<td>20,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>999999999</td>
<td>C1234567890123C</td>
<td>9999</td>
<td>PC</td>
<td>30,000</td>
<td>12/17/93</td>
</tr>
</tbody>
</table>

**ENTER SELECTION NUMBER ----->**

---

Figure 2. Cancellation Instruction - Summary Screen

**Note:** The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

**To Cancel An Issuance:**

**Step 5** Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.
Step 6  Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7  Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).

```
  PTS ID: 00002199-99  TERM-TX40  MMI SEQ #: 12/16/93-14:35:50-31383
  I/A TRANSACTION #: 123456789012345
  ISSUING AGENT: 00002199  IA NAME #1
  PAYING AGENT: 00001234  PA NAME #1
  CUSIP NUMBER: 123456789  Pcrast1Lj9409030BEN% (MMI-DFS)
  NUMBER OF SHARES: 10,000
  SETTLEMENT AMOUNT: $10,123.40
  SETTLEMENT DATE: 12/17/93  MATURITY DATE: 11/18/94
  RECEIVING PART.: 00009999  RP NAME #1
  COMMENTS:
  INPUT MEDIA IS PTS.
  FIXED RATE MMI-PERIODIC INCOME PAYMENT
  PC-120 PREFERRED STOCK/CP
  ** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.
```

Figure 3. Cancellation Instruction Confirmation Ticket

To View Detail Information For A Specific Issuance:
Step 8  Enter the selection number of the desired issuance instruction in the Selection Number field.

Step 9  Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

and

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.
PRESS PF11 TO GO TO NEXT SCREEN
XX99                    THE DEPOSITORY TRUST COMPANY            DATE:
MW/DD/YY
0002199-99           ISSUANCE INSTRUCTION FOR: Preferred Stock/CP TIME:
HH:MM:SS
===========================================================================
===
---------------------- S E C U R I T Y  D E S C R I P T I O N ------------
----
Short Description: "PCACRILJ9409030BEN%
Long Description : "PCISSUER ACRONYM NAME *309.030%D121793M111894BEN%
Sub-Issue Type   : 120 Preferred Stock
----------------------- S T A T U S  I N F O R M A T I O N ----------------
-----
Input Status     : VALID
Input Time       : 12/16/93      15:45:42
Input Media      : PTS
DTC Reference #  : 1993-12-16-
5.45.42.641527
Signon Id        : 00002199-99
Term Id:         : TX63
Process Status   : PEND TILL  08:00 AM        12/17/93
===========================================================================
- 2/14: SUMMARY SCREEN        4/16: HELP SCREEN     8/20: END
 FUNCTION

Figure 4. Issuance Instruction For: Preferred Stock/CP Screen containing status information
<table>
<thead>
<tr>
<th><strong>I/A Transaction #:</strong></th>
<th>A1234567890123A</th>
<th><strong>Settlement Date (MMDDYY):</strong></th>
<th>12 17 93</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Issuing Agent</strong></td>
<td>(IA# 1 NAME) 2199</td>
<td><strong>Dated Date (MMDDYY):</strong></td>
<td>12 17 93</td>
</tr>
<tr>
<td><strong>Paying Agent</strong></td>
<td>(PA# 1 NAME) 2199</td>
<td><strong>Maturity Date (MMDDYY):</strong></td>
<td>11 18 94</td>
</tr>
<tr>
<td><strong>CUSIP Number</strong></td>
<td>123456789</td>
<td><strong>ACR1 <strong>ORIGINAL ISSUANCE</strong></strong></td>
<td></td>
</tr>
<tr>
<td><strong>Number of Shares</strong></td>
<td>10000</td>
<td><strong>Minimum Shares</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Settlement Amt.</strong></td>
<td>10,123.40</td>
<td><strong>Incremental Shares</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Receiving Part.</strong></td>
<td>(RP# 1 NAME) 9999</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Previously Issued EX-DTC (Y?N):</strong></td>
<td>N</td>
<td><strong>Last Pymt Date (Targeted):</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Deliver Order Comment:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Special Instruction:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Figure 5. First Issuance Instruction For: Preferred Stock/CP Screen
Figure 6. Second Issuance Instruction For: Preferred Stock/CP Screen
LAST SCREEN DISPLAYED

XX99
MM/DD/YY
00002199-99
HH:MM:SS

THE DEPOSITORY TRUST COMPANY

MESSAGE: ISUANCE INSTRUCTION FOR: Preferred Stock/CP

TIME:

HH:MM:SS

===========================================================================
---

---------------------- INCOME PAYMENT -----------------------
---

Income Rate % (99.999): 9.030
Income Calculation Formula: 1 Actual/360
1st Income Pymt/Share : 1.254167

Payment Interval Type (Y/M/W/D): M Monthly
Payment Interval Number (999) : 3

1st Targeted Pymt Date: 12 22 93
1st Actual Pymt Date : 12 22 93

Accrual Period Method (P/R) : P Payable To Payable
Accrual Period Measure (A/T) : A Actual Payment To Actual

Payment

1st Record Date (MMDDYY):
- or- Days Rec Date Prior to Pay Date : 1
Business/Calendar Days Ind. (B/C): B Business
Weekend/Holiday Rec Date Ind. (A/B) : A After

===========================================================================
---

2/14: SUMMARY SCREEN 4/16: HELP SCREEN 8/20: END FUNCTION

Figure 7. Third Issuance Instruction For: Preferred Stock/CP Screen

or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Preferred Stock/CP Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
• 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
• 'PF12/24' key to return to the Main Menu Screen.
6.05 Other Procedures For Preferred Stock (PFD/CP)

The Preferred Stock (PFD/CP) procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. Also identical are the Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: refer to Section 1.05.
- How To Perform An Issuance Instruction Inquiry: refer to CD Section 1.06.
- How To Perform An Issuance Control Inquiry: refer to CD Section 1.07.
- How To Perform An Underwriting Notice Inquiry: refer to CD Section 1.08.
- How To Perform A Dealer D.O. (DDO) Inquiry: refer to CD Section 1.09.
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: refer to CD Section 1.10.
- How To Perform A CUSIP Lookup Inquiry: refer to CD Section 1.11.
- Currency Code Descriptions: refer to CD Section 1.12.
- Help Facility: refer to CD Section 1.13.
- Error Codes And Descriptions: refer to CD Section 1.14.
7.00 **MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR DISCOUNT NOTES**

**Overview**

**How To Access**

**How To Submit Issuance Instructions (II) For Discount Notes**

**How To Submit Cancellation Instructions For Discount Notes**

**Other Procedures For Discount Notes**
7.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- Issuance Instructions: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.
- Cancellation Instructions: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.
- Withdrawal Instructions: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- MMI Issuance Instructions: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.
- MMI Issuance Control: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.
- MMI Underwriting Notices: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

Note: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- MMI Dealer D.O. (DDO): allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
• MMI II/DDO Summary: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance instruction to view a summary of these transactions for the current settlement date.
- MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to "retire" a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.

Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.

Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.
Withdrawals 8:00 a.m. - 6:15 p.m.
Future-Day Settlement (Settlement Date > Current Date):

Original Issuance 8:00 a.m. - 5:00 p.m.
Additional Issuance 8:00 a.m. - 6:15 p.m.
Cancellations 8:00 a.m. - 5:00 p.m.
7.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

```
XX99                   DEPOSITARY TRUST
MM/DD/YY
00002199-99           PARTICIPANT TERMINAL SYSTEM
HH:MM:SS

ENTER FUNCTION: MMII
```

Figure 1. MMII Enter Function Prompt Screen

Step 2 Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).
<table>
<thead>
<tr>
<th>OPTION</th>
<th>MMI TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Issuance Instruction (II)</td>
<td>1) CD-504: Institutional CD</td>
</tr>
<tr>
<td>2) Cancellation Instruction</td>
<td>2) CP-525: Corporate Commercial Paper</td>
</tr>
<tr>
<td>3) Withdrawal Instruction</td>
<td>3) CV-526: Corporate VRDO/CP</td>
</tr>
<tr>
<td>4) Issuance Instruction Inquiry</td>
<td>4) MC-330: Tax-Exempt Municipal CP(TECP)</td>
</tr>
<tr>
<td>5) Issuance Control Inquiry</td>
<td>5) MT-330: Taxable Municipal CP</td>
</tr>
<tr>
<td>6) Underwriting Notice Inquiry</td>
<td>6) MV-320: Tax-Exempt Muni VRDO/CP</td>
</tr>
<tr>
<td>7) Dealer D.O. (DDO) Inquiry</td>
<td>7) MX-320: Taxable Muni VRDO/CP</td>
</tr>
<tr>
<td>8) II/DDO Summary Inquiry</td>
<td>8) MN-533: Medium-Term Note (MTN)</td>
</tr>
<tr>
<td>9) CUSIP Lookup Inquiry</td>
<td>9) DP-531: Deposit Note Authorization</td>
</tr>
<tr>
<td>10) Issuer Control Features</td>
<td>10) BM-532: Medium-Term Bank Note</td>
</tr>
<tr>
<td>(MTBN)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11) BS-550: Short-Term Bank Note (STBN)</td>
</tr>
<tr>
<td></td>
<td>12) DN-560: Discount Note</td>
</tr>
<tr>
<td></td>
<td>13) PC-120: Preferred Stock (FFD/CP)</td>
</tr>
<tr>
<td></td>
<td>14) BA-502: Bankers Acceptance (BA)</td>
</tr>
</tbody>
</table>

---


Figure 2. Main Menu Screen
Step 3  
Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

Figure 3. Second Main Menu Screen

Note: Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.

Step 4  
Enter the following information on the Main Menu Screen:

- Option: enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
- 9: CUSIP Lookup Inquiry
• MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP (TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-530: Medium-Term Note (MTN)
  - 9: DP-531: Deposit-Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes (MN-530, BM-532, DP-531)
  - 17: MY: Municipal VRDO/CP (MV-320, MX-320)

Step 5

Press the 'ENTER' key to continue processing.

or

Press any of the following:

• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to scroll backward.
• 'PF11/23' key to scroll forward.
7.03 How To Submit Issuance Instructions (II) For Discount Notes

Step 1  
Enter the following information on the Main Menu Screen (Section 7.02, Figure 2):

- Option: enter 1.
- MMI Type: enter 12.

Step 2  
Press the 'ENTER' key to obtain the first Issuance Instruction For: Discount Note Screen (Figure 1).

Step 3  
Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Discount Note Screen.
and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.
Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Discount Note Screens in the appropriate fields. These fields may not be updated.

Step 4

Enter the following Issuance and DO information on the first Issuance Instruction For: Discount Note Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: system generated based on the Participant's signon ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.
Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be system generated based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- Maturity Date: enter the targeted date on which the MMI matures in MM DD YY format. The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the screen if the maturity date occurs one year past the dated date.
- Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.
- Minimum Denomination: system generated but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
- Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.
- Incremental Denomination: system generated but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
- Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
- Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
- Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.

Step 5  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF11/23' key to obtain the second Issuance Instruction For: Discount Note Screen (Figure 2).
• 'ENTER' key to validate the data.
Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

---

PRESS PF11 TO GO TO NEXT SCREEN

---

FIGURE 2. SECOND ISSUANCE INSTRUCTION FOR: DISCOUNT NOTE SCREEN

Step 6 Enter the following Features information on the second Issuance Instruction For: Discount Note Screen:

- Income Payment Type: D (discount).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
• Currency Code: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
• U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
• Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
• Indexed Principal: enter Y (yes) or N (no).
• Interest Rate Reset: enter Y (yes) or N (no).
• Interest Pymt Freq Reset: enter Y (yes) or N (no).
• Repayment Put Option: enter Y (yes) or N (no).
• Interest Step-Up: enter Y (yes) or N (no).
• Interest Step-Up Rate: enter the interest step-up rate.
• Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
• Call: enter Y (yes) or N (no).
• Extendable Maturity: enter Y (yes) or N (no).
• Renewable Note: enter Y (yes) or N (no).
• Repayment Put Upon Death: enter Y (yes) or N (no).

**Step 7**

Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the first Issuance Instruction For: Discount Note Screen.
• 'PF11/23' key to obtain the third Issuance Instruction For: Discount Note Screen (Figure 3).
• 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 3. Third Issuance Instruction For: Discount Note Screen
Step 8  Enter the following Income Payment information as it applies on the third Issuance Instruction For: Discount Note Screen:

- Discount Rate: enter the rate of discount applicable to the issuance.

Step 9  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Discount Note Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Discount Note Screen (Figure 4).
- 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 10.

3. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 12.

4. If Notes 2 and 3 are not applicable, proceed to Step 13.
When The Periodic/Amort Principal (Indicator) Equals Y:

**Step 10** Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Discount Note Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Discount Note Screen (Figure 4).
- 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
### THE DEPOSITORY TRUST COMPANY

**Issuance Instruction (MMII)**

**For Discount Notes**

*Page 23, July 1996*

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<td>ISSUANCE INSTRUCTION FOR: Discount Note</td>
<td>TIME:</td>
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<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Discount Note</td>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

---

**Principal Payment**

- **Payment Interval Type (Y/M/W/D):**
- **Payment Interval Number (999):**
- **LIBOR Indexed (Y/N):**
- **1st Targeted Pymt. Date:**
- **1st Actual Pymt. Date:**

- **Payment Day of the Month (1-31):**
- **Payment Business/Calendar (B/C):**
- **Payment Week of Month (1-4):**
- **Payment Day of Week (M/T/W/R/F):**

---

*Figure 4. Fourth Issuance Instruction For: Discount Note Screen when the Periodic/Amort. Principal (Indicator) = Y*

<table>
<thead>
<tr>
<th>1/13: PROCESS ISSUANCE</th>
<th>4/16: HELP</th>
<th>7/19: MAIN MENU</th>
</tr>
</thead>
</table>

**Screen:**
For Discount Income Payment Type:

Step 11 Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Discount Note Screen:

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.
- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Discount Note Screen.
- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal payments are made every six months on the first calendar day of the principal payment month).
• Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week
• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

Note:

1. Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

2. If the Indexed Principal (Indicator) equals Y, proceed to Step 12. Otherwise, proceed to Step 13.

When The Indexed Principal (Indicator) Equals Y:

Step 12

Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the third Issuance Instruction For: Discount Note Screen.
• 'PF11/23' key to obtain the fifth Issuance Instruction For: Discount Note Screen (Figure 5).
• 'ENTER' key to validate the data.
Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

Step 13 Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Discount Note Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.

```
Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

Step 13 Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Discount Note Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.

Figure 5. Fifth Issuance Instruction For: Discount Note Screen when the Indexed Principal (Indicator) = Y

- Business/Calendar Days: enter B (business) or C (calendar).
- Days Principal Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
```
• Business/Calendar Days: enter B (business) or C (calendar).
• LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
• Principal Index/Formula: enter a valid principal index/formula.
Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
- Y: years
- M: months
- W: weeks
- D: days

Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).

Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.

Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Step 14 Press any of the following:
- 'PF1/13' key to process the issuance instruction.
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Discount Note Screen.
- 'ENTER' key to validate the data.
Note:

1. If the 'PF1/13' or 'ENTER' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'PF1/13' or 'ENTER' key.

2. If the 'ENTER' key is pressed and there are no errors, press the 'PF1/13' key to process the issuance. If no errors occur, the message 'TRANSACTION ACCEPTED; ENTER THE NEXT ISSUANCE INSTRUCTION' appears and the User is returned to the first Issuance Instruction For: Discount Note Screen.
7.04 How To Submit Cancellation Instructions For Discount Notes

Step | Action
--- | ---
**Step 1** | Enter the following information on the Main Menu Screen (Section 7.02, Figure 2):
- Option: enter 2.
- MMI Type: enter 12.

**Step 2** | Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1).

| XX99 | THE DEPOSITORY TRUST COMPANY |
| MM/DD/YY | |
| 00002199-99 | ISSUANCE INSTRUCTION CANCELLATION - KEY REQUEST |
| HH:MM:SS | |

---

**ACRONYM**: :
**CUSIP NUMBER**: :
**ISSUER NUMBER**: :
**ISSUING AGENT**: 2199

**INPUT MEDIUM**: :
**MMI TYPE**: DN
**SETTLEMENT DATE**: :

---

7/19: PREVIOUS MENU 8/20: END FUNCTION 9/21: SIGNOFF
12/24: MAIN MENU

**Figure 1. Issuance Instruction Cancellation - Key Request Screen**

**Step 3** | Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:
- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the 9-character CUSIP number.
• Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
• Issuing Agent: system generated based on the Participant's signon ID.
• Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- MMI Type: enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, CV, MT, etc.).

**Note:** If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.

**or**

**Step 4**  
Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances are listed in CUSIP number and input time order (Figure 2).

---

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<thead>
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<th>CUSIP</th>
<th>ISSUING AGENT</th>
<th>RCV</th>
<th>MMI</th>
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<td>1) 888888888</td>
<td>A1234567890123A</td>
<td>9999</td>
<td>DN</td>
<td>10,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>2) 999999999</td>
<td>B1234567890123B</td>
<td>9999</td>
<td>DN</td>
<td>20,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td>3) 999999999</td>
<td>C1234567890123C</td>
<td>9999</td>
<td>DN</td>
<td>30,000</td>
<td>12/17/93</td>
</tr>
<tr>
<td><strong>END OF DATA</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ENTER SELECTION NUMBER ----->

---


*Figure 2. Cancellation Instruction - Summary Screen*
Note: The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

To Cancel An Issuance:

Step 5 Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.
Step 6   Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7   Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).

Figure 3. Cancellation Instruction Confirmation Ticket

To View Detail Information For A Specific Issuance:
Step 8  Enter the selection number of the desired issuance instruction in the Selection Number field.

Step 9  Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

and

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens (Figures 5, 6 and 7).
Figure 4. Issuance Instruction For: Discount Note Screen containing status information
THE DEPOSITORY TRUST COMPANY

ISSUANCE INSTRUCTION (MMII)

FOR DISCOUNT NOTES

PAGE 38

JULY 1996
### FEATURES

<table>
<thead>
<tr>
<th>Income Payment Type (Discount)</th>
<th>Foreign Currency Denominated</th>
</tr>
</thead>
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<tr>
<td>(Y/N): N</td>
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</table>

<table>
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<tr>
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<th>U.S. $ Pymt Option</th>
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<th>Periodic/Amort Principal</th>
<th>Indexed Principal</th>
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</thead>
<tbody>
<tr>
<td>(Y/N): N</td>
<td>(Y/N): N</td>
</tr>
</tbody>
</table>

### SUMMARY SCREEN

- 2/14: SUMMARY SCREEN
- 4/16: HELP SCREEN
- 8/20: END

FUNCTION

- 9/21: SIGNOFF
- 10/22: PREV SCREEN
- 11/23: NEXT SCREEN
- 12/24: MAIN MENU

---

Discount Rate % (99.999): 99.999

### SUMMARY SCREEN

- 2/14: SUMMARY SCREEN
- 4/16: HELP SCREEN
- 8/20: END

FUNCTION

- 9/21: SIGNOFF
- 10/22: PREV SCREEN
- 11/23: NEXT SCREEN
- 12/24: MAIN MENU
Figure 7. Third Issuance Instruction For: Discount Note Screen

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Discount Note Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
- 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
- 'PF12/24' key to return to the Main Menu Screen.
7.05 Other Procedures For Discount Notes

The Discount Note procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. The Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs are also identical. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: refer to CD Section 1.05.
- How To Perform An Issuance Instruction Inquiry: refer to CD Section 1.06.
- How To Perform An Issuance Control Inquiry: refer to CD Section 1.07.
- How To Perform An Underwriting Notice Inquiry: refer to CD Section 1.08.
- How To Perform A Dealer D.O. (DDO) Inquiry: refer to CD Section 1.09.
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: refer to CD Section 1.10.
- How To Perform A CUSIP Lookup Inquiry: refer to CD Section 1.11.
- Currency Code Descriptions: refer to CD Section 1.12.
- Help Facility: refer to CD Section 1.13.
- Error Codes And Descriptions: refer to CD Section 1.14.
8.00  MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR MEDIUM-TERM NOTES, DEPOSIT-NOTES AND MEDIUM-TERM BANK NOTES

Overview

How To Access

How To Submit Issuance Instructions (II) For Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes

How To Submit Cancellation Instructions For Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes

Other Procedures For Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes
8.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- Issuance Instructions: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.
- Cancellation Instructions: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.
- Withdrawal Instructions: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- MMI Issuance Instructions: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.
- MMI Issuance Control: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.
- MMI Underwriting Notices: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

Note: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- MMI Dealer D.O. (DDO): allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
- MMI II/DDO Summary: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance
instruction to view a summary of these transactions for the current settlement date.
• MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to "retire" a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

Original/Additional Issuance (with Valued DO)  8:00 a.m. - 3:00 p.m.
Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.
Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.
Withdrawals 8:00 a.m. - 6:15 p.m.

Future-Day Settlement (Settlement Date > Current Date):

Original Issuance 8:00 a.m. - 5:00 p.m.
Additional Issuance 8:00 a.m. - 6:15 p.m.
Cancellations 8:00 a.m. - 5:00 p.m.
8.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

**Figure 1. MMII Enter Function Prompt Screen**

```
XX99                    DEPOSITORY TRUST
MM/DD/YY
00002199-99            PARTICIPANT TERMINAL SYSTEM
HH:MM:SS

ENTER FUNCTION: MMII
```

**Step 2** | Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2). |
**Step 3** Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).
Step 4

Enter the following information on the Main Menu Screen:

- **Option:** enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Lookup Inquiry

**Note:** Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.
• MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP(TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
- 7: MX-320: Taxable Muni VRDO/CP
- 8: MN-533: Medium-Term Note (MTN)
- 9: DP-531: Deposit-Note
- 10: BM-532: Medium-Term Bank Note (MTBN)
- 11: BS-550: Short-Term Bank Note (STBN)
- 12: DN-560: Discount Note
- 13: PC-120: Preferred Stock (PFD/CP)
- 14: BA-502: Bankers' Acceptance (BA)
- 15: ME: Medium Term Notes (MN-533, BM-532, DP-531)
- 17: MY: Municipal VRDO/CP (MV-320, MX-320)

**Step 5** Press the 'ENTER' key to continue processing.

or

Press any of the following:

- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.
8.03 How To Submit Issuance Instructions (II) For Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter the following information on the Main Menu Screen (Section 8.02, Figure 2):</td>
</tr>
<tr>
<td></td>
<td>• Option: enter 1.</td>
</tr>
<tr>
<td></td>
<td>• MMI Type: enter one of the following:</td>
</tr>
<tr>
<td></td>
<td>- 8: MN-533: Medium-Term Note (MTN)</td>
</tr>
<tr>
<td></td>
<td>- 9: DP-531: Deposit-Note</td>
</tr>
<tr>
<td></td>
<td>- 10: BM-532: Medium-Term Bank Note (MTBN)</td>
</tr>
<tr>
<td>Note:</td>
<td>The following screens represent Medium-Term Notes (MTN), but also apply to Deposit-Notes and Medium-Term Bank Notes. The heading 'Medium-Term Note' will be replaced with either 'Deposit-Note or 'Medium-Term Bank Note' as applicable.</td>
</tr>
</tbody>
</table>

| Step 2 | Press the 'ENTER' key to obtain the first Issuance Instruction For: Medium-Term Note Screen (Figure 1). |
ENTER CUSIP NUMBER
QT33/MM11 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Medium Term-Note
HH:MM:SS

---------------------------------------------------------------------------
==
--------------  I S S U A N C E  &  D O  I N F O R M A T I O N
--------------
I/A Transaction : Settlement Date (MMDDYY) :
Issuing Agent : (DTC TEST ) 2199 Dated Date (MMDDYY) :
Paying Agent : Maturity Date (MMDDYY) :
CUSIP Number :
Face Value :
Settlement Amnt. :
Receiving Part. :
Sales Agent/Direct (S/D): Previously Issued Ex-DTC (Y/N):
Commission % (9,999) :
Deliver Order Comment:
Special Instruction :

---------------------------------------------------------------------------
==
1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 1. First Issuance Instruction For: Medium-Term Note Screen
Step 3  Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Medium-Term Note Screen.

and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.

Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Medium-Term Note Screens in the appropriate fields. These fields may not be updated.

Step 4  Enter the following Issuance and DO information on the first Issuance Instruction For: Medium-Term Note Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: system generated based on the Participant's signon ID. This number identifies the Participant submitting the issuance instruction.
• Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
• Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.

**Note:** If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

• Maturity Date: enter the targeted mandatory tender date on which the MMI matures in MM DD YY format. Do not enter the bond maturity date. The message 'MATURITY IS BEYOND 1 YEAR: PLS VERIFY MATURITY DATE' appears on the second Issuance Instruction For: Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes Screen.

• Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.

• Minimum Denomination: system generated but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.

• Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.

• Incremental Denomination: system generated but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.

• Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.

• Sales Agent/Direct: enter S (Sales Agent) or D (direct).

• Previously Issued Ex-DTC: enter Y (yes) or N (no) to indicate if the security being deposited by means of an issuance instruction was in existence (ex-DTC) prior to the submission of the issuance instruction.
• Sales Price %: enter the price to be paid for the issuance instruction.
• Last Pymt Date (Targeted): enter the targeted income payment date from which income should accrue for previously issued ex-DTC issues in MM DD YY format.
• Commission %: enter the amount of the commission paid.
• Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
• Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.

Step 5

Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF11/23' key to obtain the second Issuance Instruction For: Medium-Term Note Screen (Figure 2).
• 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
### ENTER FEATURE INFORMATION

<table>
<thead>
<tr>
<th>QT76/MM12</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99</td>
</tr>
<tr>
<td></td>
<td>ISSUANCE INSTRUCTION FOR: Medium Term-Note</td>
</tr>
<tr>
<td></td>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

---

**FEATURES**

- **Income Payment Type** (P/I/D): 
  - N
- **Income Rate Type** (F/V): 
  - USD
- **Foreign Currency Denominated** (Y/N): 
  - N
- **Periodic/Amort Principal** (Y/N): 
  - N
- **Indexed Principal** (Y/N): 
  - N
- **Repayment Put Option** (Y/N): 
  - N
- **Call** (Y/N): 
  - N
- **Extendable Maturity** (Y/N): 
  - N
- **Renewable Note** (Y/N): 
  - N
- **Repayment Put Upon Death** (Y/N): 
  - N

---

1/13: PROCESS ISSUANCE
4/16: HELP
7/19: MAIN MENU:

---

**Figure 2. Second Issuance Instruction For: Medium-Term Note Screen**

**Step 6** Enter the following Features information on the second Issuance Instruction For: Medium-Term Note Screen:

- **Income Payment Type**: enter P (periodic) or I (income-at-maturity only), or D (discount).
- **Foreign Currency Denominated**: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- **Income Rate Type**: enter F (fixed) or V (variable).
- **Currency Code**: enter the 3-character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
- Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
- Indexed Principal: enter Y (yes) or N (no).
- Interest Rate Reset: enter Y (yes) or N (no).
- Interest Pymt Freq Reset: enter Y (yes) or N (no).
- Repayment Put Option: enter Y (yes) or N (no).
- Interest Step-Up: enter Y (yes) or N (no).
- Interest Step-Up Rate: enter the interest step-up rate.
• Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
• Call: enter Y (yes) or N (no).
• Extendable Maturity: enter Y (yes) or N (no).
• Renewable Note: enter Y (yes) or N (no).
• Repayment Put Upon Death: enter Y (yes) or N (no).

Step 7 Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the first Issuance Instruction For: Medium-Term Note Screen.
• 'PF11/23' key to obtain the third Issuance Instruction For: Medium-Term Note Screen (Figures 3 through 7).
• 'PF12/24' key to return to the Main Menu Screen.
• 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:
For Income Payment Type P and Income Rate Type F:

```
ENTER INCOME PAYMENT INFORMATION
QT76/MM13       THE DEPOSITORY TRUST COMPANY
03/22/96
00000161-40    ISSUANCE INSTRUCTION FOR: Medium Term-Note
08:57:35

==============================================
===
-----------------------  I N C O M E  P A Y M E N T
--------------------------
Income Rate % (99.999) :        
Income Calculation Formula(1-6):        2 30 day month/360
1st Income Payment/$1000 : 

Payment Interval Type (Y/M/W/D): 
Payment Interval Number (999) : 

1st Targeted Pymt Date : 
1st Actual Pymt Date : 
Accrual Period Method :        P Payment Date to Payment Date
Accrual Period Measure (A/T) : 

1st Record Date (MMDDYY) : 
-or- Days Rec Date Prior to Pay Date : 
Business/Calendar Days Ind. (B/C) : 
Weekend/Holiday Rec Date Ind. (A/B) :

==============================================
===
```

Figure 3. Third Issuance Instruction For: Medium Term Note with Income Payment Type P and Income Rate Type F

For Income Payment Type P and Income Rate Type V:
<table>
<thead>
<tr>
<th>Issue Date</th>
<th>Company Name</th>
<th>ISSUANCE INSTRUCTION FOR: Medium Term-Note</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/22/96</td>
<td>THE DEPOSITORY TRUST COMPANY</td>
<td></td>
<td>09:05:59</td>
</tr>
</tbody>
</table>

---

**INCOME PAYMENT**

- **Income Rate (1st Payment):** Optional
- **1st Income Payment/$1000 :** Optional

- **Payment Interval Type (Y/M/W/D):**
- **Payment Interval Number (999):**
- **LIBOR Indexed (Y/N):**
- **1st Targeted Pymt Date :**
- **1st Actual Pymt Date :**

- **Accrual Period Method (P/R):** P Payment Date to Payment Date
- **Accrual Period Measure (A/T):** T Targeted Pymt Date to Targeted Pymt

- **1st Record Date (MMDDYY) :**
- **-or- Days Rec Date Prior to Pay Date :**
- **Business/Calendar Days Ind.(B/C):**
- **Weekend/Holiday Rec Date Ind. (A/B):**

---

1/13: PROCESS ISSUANCE  
4/16: HELP  
7/19: MAIN MENU  
8/20: END FUNCTION  
9/21: SIGNOFF  
10/22: PREV SCREEN  
11/23: NEXT SCREEN

*Figure 4. Third Issuance Instruction For: Medium Term Note with Income Payment Type P and Income Rate Type V*
For Income Payment Type I and Income Rate Type F:

```
60 - RATE IS NOT NUMERIC
QT76/MM13             THE DEPOSITORY TRUST COMPANY
03/22/96
00000161-40        ISSUANCE INSTRUCTION FOR: Medium Term-Note
09:11:09

---------------------------------------------------------------

---

-----------------------  I N C O M E  P A Y M E N T

-----------------------

Income Rate % (99.999) : 
Income Calculation Formula(1-6): 2 30 day month/360
Income At Maturity/$1000 :

---------------------------------------------------------------

---

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU
SCREEN
```

Figure 5. Third Issuance Instruction For: Medium Term Note with Income Payment Type I and Income Rate Type F

For Income Payment Type I and Income Rate Type V:
<table>
<thead>
<tr>
<th>Rate Reset Interval Type (Y/M/W/D):</th>
<th>Rate Reset Interval Number (999):</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIBOR Indexed (Y/N):</td>
<td></td>
</tr>
<tr>
<td>Variable Rate Index Formula:</td>
<td></td>
</tr>
<tr>
<td>Index Mat Interval Type (Y/M/W/D): Optional</td>
<td></td>
</tr>
<tr>
<td>Index Mat Interval Number (999):</td>
<td></td>
</tr>
<tr>
<td>Spread Sign (+/-):</td>
<td></td>
</tr>
<tr>
<td>Spread % (9.999):</td>
<td></td>
</tr>
</tbody>
</table>

Figure 6. Third Issuance Instruction For: Medium Term Note with Income Payment Type I and Income Rate Type V
For Income Payment Type D:

Step 8 Enter the following Income Payment information as it applies on the third Issuance Instruction For: Medium-Term Note Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Income Rate %: enter the rate of income to be paid for fixed rate issuance instructions.
- Income Rate (1st payment): enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- Discount Rate: enter the rate of discount applicable to the issuance.
- Income Calculation Formula: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
- 03: actual days/actual days
- 04: DTC Corporate IAM CP formula
- 05: actual days/365 or actual days/366
- 06: actual days/365

**Note:** The Income Calculation Formula field automatically defaults to 2, but can be overridden when necessary.

- 1st Income Pymt/$1000: enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.
- Income At Maturity/$1000: enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first income payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first income payment in MM DD YY format.
- Accrual Period Method: system generated; this indicates that the calculation of the number of days in the accrual period is from payable date to payable date.
- Accrual Period Measure: enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
- A: actual payment date to actual payment date.
- T: targeted payment date to targeted payment date.

Note: The Accrual Period Measure field automatically defaults to T, but can be overridden when necessary.

- 1st Record Date: enter the first record date in MM DD YY format.
- Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.
- Business/Calendar Days Ind.: enter B (business) or C (calendar).
- Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.
• Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

• Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).

• Variable Rate Index/Formula: enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of 2 lines (78-characters each) of freeform text can be entered.

• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

  **Note:** The Index Maturity Interval Type field is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).

• Spread Sign: enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.

2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

3. If Notes 1 and 2 are not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

4. If Notes 1, 2 and 3 are not applicable and the Indexed Principal (Indicator) equals N, proceed to Step 15.

5. If Notes 1, 2, 3 and 4 are not applicable, proceed to Step 17.

Step 9 Press any of the following:

• 'PF4/16' key to obtain the Help Facility Screen.
• 'PF7/19' key to return to the Main Menu Screen.
• 'PF8/20' key to change the function.
• 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the second Issuance Instruction For: Medium-Term Note Screen.
• 'PF11/23' key to obtain the fourth Issuance Instruction For: Medium-Term Note Screen (Figure 8).
• 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
THE DEPOSITORY TRUST COMPANY

MONEY MARKET INSTRUMENT
ISSUANCE INSTRUCTION (MMII) FOR
MEDIUM-TERM NOTES, DEPOSIT-NOTES
AND MEDIUM-TERM BANK NOTES

PAGE 30

Figure 8. Fourth Issuance Instruction For: Medium-Term Note Screen

Step 10

Enter the Variable Rate Income Payment information on the fourth
Issuance Instruction For: Medium-Term Note Screen:

- Rate Reset Interval Type: enter one of the following in
  conjunction with the Rate Reset Interval Number to indicate the
  length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days

- Rate Reset Interval Number: enter the number used for
determining the periodic rate change in conjunction with the
Rate Reset Interval Type (e.g., a Rate Reset Interval number of
90 with a Rate Reset Interval type of D (days) indicates the rate
resets every 90 days).
• Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the third Issuance Instruction For: Medium-Term Note Screen.

• Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that income payments are made every six months on the first calendar day of the income payment month).

• Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week

• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

Note: Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.
• LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.

• Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78-characters each) of freeform text can be entered.

• Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

  Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

• Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).

• Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.

• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

  Note:

  1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

  2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.
3. If Notes 1 and 2 are not applicable and the Call (Indicator) equals Y, proceed to Step 15.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 17.

When The Periodic/Amort Principal (Indicator) Equals Y:

Step 11 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the second Issuance Instruction For: Medium-Term Note Screen.
• 'PF11/23' key to obtain the fourth Issuance Instruction For: Medium-Term Note Screen (Figures 9 through 11).
• 'ENTER' key to validate the data.

Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:

For Fixed Periodic Income Payment Type:

| XX99 | THE DEPOSITORY TRUST COMPANY | DATE: |
| MM/DD/YY | ISSUANCE INSTRUCTION FOR: Medium-Term Note | TIME: |
| 00002199-99 | | |

---

---------------------- P R I N C I P A L  P A Y M E N T ------------------

Payment Interval Type (Y/M/W/D) :
Payment Interval Number (999) :
1st Targeted Pymt. Date :
1st Actual Pymt. Date :
1st Record Date (MMDDYY) :
-or-Days Rec Date Prior to Pay Date :
Business/Calendar Days Ind. (B/C):
Weekend/Holiday Rec Date Ind. (A/B) :

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU
Figure 9. Fourth Issuance Instruction For: Medium-Term Note Screen with a Fixed Periodic Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y
For Variable Periodic or IAM Income Payment Type:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY DATE: MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Medium-Term Note</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td>TIME:</td>
</tr>
</tbody>
</table>

---

---------------------- PRINCIPAL PAYMENT ------------------

- Payment Interval Type (Y/M/W/D): [Value]
- Payment Interval Number (999): [Value]
- LIBOR Indexed (Y/N): [Value]
- 1st Targeted Pymt. Date: [Value]
- 1st Actual Pymt. Date: [Value]
- Payment Day of the Month (1-31): [Value]
- Payment Business/Calendar (B/C): [Value]
- Payment Week of Month (1-4): [Value]
- Payment Day of Week (M/T/W/R/F): [Value]
- 1st Record Date (MMDDYY): [Value]
- - or - Days Rec Date Prior to Pay Date: [Value]
- Business/Calendar Days Ind. (B/C): [Value]
- Weekend/Holiday Rec Date Ind. (A/B): [Value]

---

Figure 10. Fourth Issuance Instruction For: Medium-Term Note Screen with a Variable Periodic or IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y

For Fixed IAM or Discount Income Payment Type:
<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>ISSUANCE INSTRUCTION FOR: Medium-Term Note</td>
<td>TIME:</td>
</tr>
<tr>
<td>00002199-99</td>
<td>HH:MM:SS</td>
<td></td>
</tr>
</tbody>
</table>

---

**---------------------- PRINCIPAL PAYMENT ------------------**
---

- Payment Interval Type (Y/M/W/D) :
- Payment Interval Number (999) :
- LIBOR Indexed (Y/N) :
- 1st Targeted Pymt. Date :
- 1st Actual Pymt. Date :
- Payment Day of the Month (1-31) :
- Payment Business/Calendar (B/C) :
  - or -
- Payment Week of Month (1-4) :
- Payment Day of Week (M/T/W/R/F) :
- 1st Record Date (MMDDYY) :
- -or- Days Rec Date Prior to Pay Date :
- Business/Calendar Days Ind. (B/C) :
- Weekend/Holiday Rec Date Ind. (A/B) :

---

1/13: PROCESS ISSUANCE  
8/20: END FUNCTION  
4/16: HELP  
9/21: SIGNOFF  
7/19: MAIN MENU  
10/22: PREV SCREEN  
11/23: NEXT SCREEN

**Figure 11. Fourth Issuance Instruction For: Medium-Term Note Screen with a Fixed IAM or Discount Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y**
Step 12 Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Medium-Term Note Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.
- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar Days and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Medium-Term Note Screen.
- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar Days of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal
payments are made every six months on the first calendar day of the income payment month).
Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
- 1: first week
- 2: second week
- 3: third week
- 4: fourth week

Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
- M: Monday
- T: Tuesday
- W: Wednesday
- R: Thursday
- F: Friday

Note: Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

1st Record Date: enter the first record date in MM DD YY format.
Days Rec Date Prior to Pay Date: enter the number of days from record date to payable date.
Business/Calendar Days Ind.: enter B (business) or C (calendar).
Weekend/Holiday Rec Date Ind.: enter A (after) or B (before) to indicate if the record date is after or before the weekend/holiday.

Note:
1. If the Indexed Principal (Indicator) equals Y, proceed to Step 13.
2. If Note 1 is not applicable and the Call (Indicator) = Y, proceed to Step 15.

3. If Notes 1 and 2 are not applicable, proceed to Step 17.
When The Indexed Principal (Indicator) Equals Y:

Step 13  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Medium-Term Note Screen.
- 'PF11/23' key to obtain the fifth Issuance Instruction For: Medium-Term Note Screen (Figure 12).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 12. Fifth Issuance Instruction For: Medium-Term Note Screen when the Indexed Principal (Indicator) = Y

Step 14  Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Medium-Term Note Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
• Business/Calendar Days: enter a B (business) or C (calendar).
• Days Principal Payment Settle After Maturity Date: enter the two digit number that represents the number of days to settle the principal payment after the maturity date.
• Business/Calendar Days: enter a B (business) or C (calendar).
• LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
• Principal Index/Formula: enter a valid principal index/formula.
• Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

• Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
• Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
• Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Call Indicator or Put Option equals Y on the Feature Screen, proceed to Step 15.
2. If Note 1 is not applicable, proceed to Step 17.
When The Call (Indicator) Or Repayment Put Option (Indicator) Equals Y:

Step 15 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the fourth Issuance Instruction For: Medium-Term Note Screen.
- 'PF11/23' key to obtain the sixth Issuance Instruction For: Medium-Term Note Screen (Figure 13).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Step 16  Enter the following information as it applies on the sixth Issuance Instruction For: Medium-Term Note Screen:

- Repayment Put Option: system generated if Y is entered on the Features Screen.
- Repayment Opt Frequency: enter one of the following:
  - A: annually
  - S: semi-annually
  - Q: quarterly
  - M: monthly
  - O: other
  - I: irregular
- Start Date 1st Tender: enter the start date of the first tender in MM DD YY format.
- End Date 1st Tender: enter the end date of the first tender in MM DD YY format.
- Pay Date 1st Tender: enter the payable date of the first tender in MM DD YY format.
- End Date Last Tender: enter the end date of the last tender in MM DD YY format.
- Call: system generated if Y is entered on the Features Screen.
- 1st Call Date: enter the first call date in MM DD YY format.
- Call Price %: enter the call price % in 999.999 format.

**Step 17** Press any of the following:

- 'PF1/13' key to process the issuance instruction only upon completing entry of the appropriate information on all Issuance Instruction For: Medium-Term Note Screens. If the transaction is accepted, the first Issuance Instruction For: Medium-Term Note Screen appears for entry of another instruction. An Issuance Instruction Confirmation Ticket is generated ( ).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Medium-Term Note Screen.
- 'ENTER' key to validate the data.

**Note:** If there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF1/13' key can be pressed to process the issuance instruction.
Figure 14. Issuance Instruction Confirmation Ticket
8.04 How To Submit Cancellation Instructions For Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter the following information on the Main Menu Screen (Section 8.02, Figure 2):</td>
</tr>
<tr>
<td></td>
<td>- Option: enter 2.</td>
</tr>
<tr>
<td></td>
<td>- MMI Type: enter one of the following:</td>
</tr>
<tr>
<td></td>
<td>- 8: MN-533: Medium-Term Note (MTN)</td>
</tr>
<tr>
<td></td>
<td>- 9: DP-531: Deposit-Note</td>
</tr>
<tr>
<td></td>
<td>- 10: BM-532: Medium-Term Bank Note (MTBN)</td>
</tr>
</tbody>
</table>

**Note:** The following screens represent Medium-Term Notes (MTN), but also apply to Deposit-Notes and Medium-Term Bank Notes. The heading 'Medium-Term Note' will be replaced with either 'Deposit-Note or 'Medium-Term Bank Note', as applicable.

<p>| Step 2 | Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1). |</p>
<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>ISSUANCE INSTRUCTION CANCELLATION - KEY REQUEST</td>
</tr>
<tr>
<td>00002199-99</td>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>ACRONYM</th>
<th>:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSIP NUMBER</td>
<td>:</td>
</tr>
<tr>
<td>ISSUER NUMBER</td>
<td>:</td>
</tr>
<tr>
<td>ISSUING AGENT</td>
<td>2199</td>
</tr>
<tr>
<td>INPUT MEDIUM</td>
<td>:</td>
</tr>
<tr>
<td>MMI TYPE</td>
<td>MN</td>
</tr>
<tr>
<td>SETTLEMENT DATE</td>
<td>:</td>
</tr>
</tbody>
</table>

---

7/19: PREVIOUS MENU  8/20: END FUNCTION  9/21: SIGNOFF
12/24: MAIN MENU

Figure 1. Issuance Instruction Cancellation - Key Request Screen
Step 3  Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:

- Acronym: enter the acronym of the MMI Issuer.
- CUSIP Number: enter the nine character CUSIP number.
- Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
- Issuing Agent: system generated based on the Participant's signon ID.
- Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- MMI Type: enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, MV, MT, etc.).

**Note:** If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.

or

Step 4  Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances are listed in CUSIP number and input time order (Figure 2).
NO FURTHER SCROLLING (FORWARD)
XX99  THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99  CANCELLATION INSTRUCTION - SUMMARY
HH:MM:SS

---

CUSIP  ISSUING AGENT    RCV  MMI  FACE  SETTLE
MATURE DATE            TRANSACTION  PART  TYPE  VALUE  DATE

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<td>9999</td>
<td>MN</td>
<td>10,000</td>
</tr>
<tr>
<td>11/18/95</td>
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<td>9999</td>
<td>MN</td>
<td>20,000</td>
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<tr>
<td>10/29/95</td>
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<td>C1234567890123C</td>
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<td></td>
</tr>
</tbody>
</table>

** END OF DATA **

ENTER SELECTION NUMBER ===> 

---

FUNCTION
MENU

Figure 2. Cancellation Instruction - Summary Screen

Note: The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

To Cancel An Issuance:

Step 5 Enter the selection number of the desired issuance instruction in
the Enter Selection Number field to cancel that specific issuance instruction.

Step 6 Press the 'PF1/13' key to cancel the issuance selected. The
Participant is then prompted to confirm this transaction.

Step 7 Press the 'PF6/18' key to confirm the cancellation transaction. A
confirmation of cancellation message appears, the canceled
issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).
Figure 3. Cancellation Instruction Confirmation Ticket

To View Detail Information For A Specific Issuance:

Step 8  Enter the selection number of the desired issuance instruction in the Selection Number field.

Step 9  Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).
and

Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.
### Security Description

- **Short Description:** MNACR1LJ9409030BEN%
- **Long Description:** MMISSEQG ACRONYM NAME *308.030%D121793M111894BEN%
- **Sub-Issue Type:** 533 Medium-Term Note

### Status Information

- **Input Status:** VALID
- **Input Time:** 12/16/94 15:45:42
- **Input Media:** PTS
- **DTC Reference #:** 1994-12-16-15.45.42.641527
- **Signon Id:** 00002199-99
- **Term Id:** TX63
- **Process Status:** PEND TILL 08:00 AM 12/17/94

---

Figure 4. Issuance Instruction For: Medium-Term Note Screen containing status information
Figure 5. First Issuance Instruction For: Medium-Term Note Screen
PRESS PF11 TO GO TO NEXT SCREEN

XX99                 THE DEPOSITORY TRUST COMPANY       DATE:
WM/DD/YY
00002199-99        ISSUANCE INSTRUCTION FOR: Medium-Term Note       TIME:
HH:MM:SS

===========================================================================
===
------------------------------ FE A T U R E S -----------------------------
----
Income Payment Type     (P/I/D): P   Foreign Currency Denominated   (Y/N):
N
Income Rate Type          (F/V): F   Currency Code
:USD
Periodic/Amort Principal (Y/N): N   U.S. $ Pymt Option     (Y/N):
Indexed Principal        (Y/N): N   Interest Rate Reset     (Y/N):
Interest Rate Reset    (Y/N): N   Interest Pymt Freq Reset (Y/N):
Repayment Put Option     (Y/N): N   Interest Step-Up     (Y/N):
U.S. $ Pymt Rate:
Call                        (Y/N): N   Interest Step-Up Rate: Interest Step-Up Date:
Extendable Maturity       (Y/N): N
Renewable Note           (Y/N): N
Repayment Put Upon Death (Y/N): N

===========================================================================
---
2/14: SUMMARY SCREEN       4/16: HELP SCREEN     8/20: END FUNCTION

Figure 6. Second Issuance Instruction For: Medium-Term Note Screen
<table>
<thead>
<tr>
<th>LAST SCREEN DISPLAYED</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>XX99</td>
<td>MM/DD/YY</td>
<td></td>
</tr>
<tr>
<td>00002199-99</td>
<td>ISSUANCE INSTRUCTION FOR: Medium-Term Note</td>
<td>TIME:</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

I N C O M E   P A Y M E N T

---

- Income Rate % (99.999): 8.030
- Income Calculation Formula: 1 Actual/360
- 1st Income Pymt/$1000 : 1.254167

---

Payment Interval Type (Y/M/W/D): M Monthly
Payment Interval Number (999) : 3

---

1st Targeted Pymt Date: 12 22 93
1st Actual Pymt Date : 12 22 93

---

Accrual Period Method (P/R) : P Payable To Payable
Accrual Period Measure (A/T) : A Actual Payment To Actual Payment

---

1st Record Date (MMDDYY): 
-or- Days Rec Date Prior to Pay Date : 1
Business/Calendar Days Ind. (B/C): B Business
Weekend/Holiday Rec Date Ind. (A/B) : A After

---

2/14: SUMMARY SCREEN | 4/16: HELP SCREEN | 8/20: END FUNCTION

Figure 7. Third Issuance Instruction For: Medium-Term Note Screen

or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Medium-Term Note Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
• 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
• 'PF12/24' key to return to the Main Menu Screen.
8.05 Other Procedures For Medium-Term Notes, Deposit-Notes and Medium-Term Bank Notes

The Medium-Term Note, Deposit-Note and Medium-Term Bank Note procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. The Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs are also identical. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: refer to CD Section 1.05.
- How To Perform An Issuance Instruction Inquiry: refer to CD Section 1.06.
- How To Perform An Issuance Control Inquiry: refer to CD Section 1.07.
- How To Perform An Underwriting Notice Inquiry: refer to CD Section 1.08.
- How To Perform A Dealer D.O. (DDO) Inquiry: refer to CD Section 1.09.
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: refer to CD Section 1.10.
- How To Perform A CUSIP Lookup Inquiry: refer to CD Section 1.11.
- Currency Code Descriptions: refer to CD Section 1.12.
- Help Facility: refer to CD Section 1.13.
- Error Codes And Descriptions: refer to CD Section 1.14.
MONEY MARKET INSTRUMENT ISSUANCE INSTRUCTION (MMII) FOR SHORT-TERM BANK NOTES

Overview

How To Access

How To Submit Issuance Instructions (II) For Short-Term Bank Notes

How To Submit Cancellation Instructions For Short-Term Bank Notes

Other Procedures For Short-Term Bank Notes
9.01 Overview

The Money Market Instrument Issuance Instruction function (MMII) allows the Participant to process the following:

- **Issuance Instructions**: allows the MMI Issuing Agent to submit MMI issuance instructions to DTC.

- **Cancellation Instructions**: allows the MMI Issuing Agent to cancel an unprocessed MMI issuance instruction that the Issuing Agent entered.

- **Withdrawal Instructions**: allows the MMI Paying Agent to retrieve the Paying Agent's maturity obligation position for an MMI prior to the maturity date.

In addition to processing, the Participant may perform inquiries on the following:

- **MMI Issuance Instructions**: allows the MMI Issuing and Paying Agents and the receiving Participant to view an issuance instruction if they are a party to the transaction.

- **MMI Issuance Control**: allows the MMI Issuing and Paying Agents to view control information established by DTC on their behalf.

- **MMI Underwriting Notices**: allows the Participant to view Underwriting Notices based on issuance instructions for MMI CUSIPs.

**Note**: Participants that are not eligible for the MMII function can access the MMI Underwriting Notices option by using the MMUW function.

- **MMI Dealer D.O. (DDO)**: allows the Participant to view a dealer turnaround DO (Deliver Order) if it acted as the Deliverer or the Receiver and the DO was submitted prior to an original issuance instruction from the MMI Issuing Agent.
• MMI II/DDO Summary: allows a Participant who acts as the Deliverer on a dealer turnaround DO or acts as the Issuing Agent on an issuance instruction to view a summary of these transactions for the current settlement date.

• MMI CUSIP Lookup: allows the Participant to obtain a CUSIP number by providing an acronym, Issuer number or generic Issuer name and optionally, dated date, maturity date, income rate and MMI type.

The MMII function allows MMI Issuing Agents (IA) and Paying Agents (PA) to control the actual processing of their MMI issuance, cancellation and withdrawal instructions while providing same-day funds settlement of MMI transactions made that day. Issuance instructions automatically trigger an MMI deposit in the Issuing Agent's DTC account and Paying Agents maturity obligation on settlement date and a delivery (free or valued) of the deposited MMI from the Issuing Agent's account to the specified account of another DTC Participant (i.e., receiving Participant).

Cancellation instructions allow the MMI Issuing Agent to cancel a previously entered issuance instruction which has not settled. Withdrawal instructions allow the MMI Paying Agent to "retire" a previously issued MMI position that has already settled and has been returned to the Paying Agent.

An Issuance Instruction Confirmation Ticket is generated for the Issuing Agent when DTC accepts the issuance instruction. When an issuance instruction is processed, an Issuance Deposit Ticket is generated for the Issuing Agent. Additional tickets are generated in the same manner as SDFS DOs, e.g.; (a) Receiver Authorized Delivery (RAD) Authorization Ticket and RAD Approval/Cancellation Ticket if the DO requires Receiver authorization; (b) UMS (Unsolicited Message System) DO Ticket for the Deliverer and Receiver.

The following time periods (Eastern time) exist for inputting all MMI transactions:

Same-Day Settlement (Settlement Date = Current Date):

Original/Additional Issuance (with Valued DO) 8:00 a.m. - 3:00 p.m.

Original Issuance (with Free DO) 8:00 a.m. - 5:00 p.m.
Additional Issuance (with Free DO) 8:00 a.m. - 6:15 p.m.
Withdrawals 8:00 a.m. - 6:15 p.m.

Future-Day Settlement (Settlement Date > Current Date):
Original Issuance 8:00 a.m. - 5:00 p.m.
Additional Issuance 8:00 a.m. - 6:15 p.m.
Cancellations 8:00 a.m. - 5:00 p.m.
9.02 How To Access

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 'MMII' when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

```
XX99                 DEPOSITORY TRUST
MM/DD/YY
00002199-99         PARTICIPANT TERMINAL SYSTEM
HH:MM:SS

ENTER FUNCTION: MMII
```

*Figure 1. MMII Enter Function Prompt Screen*

Step 2 Press the 'ENTER' key to obtain the Main Menu Screen listing Options and MMI types (Figure 2).
Figure 2. First Main Menu Screen
Step 3  Press the 'PF11/23' key to obtain the second Main Menu Screen listing additional MMI types (Figure 3).

```
ENTER THE DESIRED OPTION AND MMI TYPE
QT24/MM01 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 MAIN MENU
HH:MM:SS

===========================================================================
|| O P T I O N : | M M I T Y P E : |
---|----------------|
1) Issuance Instruction (II) | 15) ME: Medium Term Notes
2) Cancellation Instruction | (MN-533, BM-532, DP-531)
3) Withdrawal Instruction | 16) MU: Municipal Commercial Paper
4) Issuance Instruction Inquiry | (MC-330, MT-330)
5) Issuance Control Inquiry | 17) MY: Municipal VRDO/CP
6) Underwriting Notice Inquiry | (MV-320, MX-320)
7) Dealer D.O. (DDO) Inquiry |
8) II/DDO Summary Inquiry |
9) CUSIP Lookup Inquiry |
10) Issuer Control Features |
    Authorization |

===========================================================================

---

Figure 3. Second Main Menu Screen
Note: Only Options 2, 4, 5, 6, 7, 8 and 9 are available for MMI types ME, MU and MY.

Step 4 Enter the following information on the Main Menu Screen:

- Option: enter one of the following:
  - 1: Issuance Instruction (II)
  - 2: Cancellation Instruction
  - 3: Withdrawal Instruction
  - 4: Issuance Instruction Inquiry
  - 5: Issuance Control Inquiry
  - 6: Underwriting Notice Inquiry
  - 7: Dealer D.O. (DDO) Inquiry
  - 8: II/DDO Summary Inquiry
  - 9: CUSIP Lookup Inquiry
  - 10: Issuer Control Features Authorization

- MMI Type: enter one of the following:
  - 1: CD-504: Institutional CD
  - 2: CP-525: Corporate Commercial Paper
  - 3: CV-526: Corporate VRDO/CP
  - 4: MC-330: Tax-Exempt Municipal CP(TECP)
  - 5: MT-330: Taxable Municipal CP
  - 6: MV-320: Tax-Exempt Muni VRDO/CP
  - 7: MX-320: Taxable Muni VRDO/CP
  - 8: MN-533: Medium-Term Note (MTN)
  - 9: DP-531: Deposit Note
  - 10: BM-532: Medium-Term Bank Note (MTBN)
  - 11: BS-550: Short-Term Bank Note (STBN)
  - 12: DN-560: Discount Note
  - 13: PC-120: Preferred Stock (PFD/CP)
  - 14: BA-502: Bankers' Acceptance (BA)
  - 15: ME: Medium Term Notes (MN-533, BM-532, DP-531)
  - 17: MY: Municipal VRDO/CP (MV-320, MX-320)

Step 5 Press the 'ENTER' key to continue processing.

or
Press any of the following:

- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.
9.03 How To Submit Issuance Instructions (II) For Short-Term Bank Notes

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Main Menu Screen (Section 9.02, Figure 2):
| | • Option: enter 1.
| | • MMI Type: enter 11. |

Step 2 Press the 'ENTER' key to obtain the first Issuance Instruction For: Short-Term Bank Note Screen (Figure 1).

```plaintext
ENTER CUSIP NUMBER
QT24/MM11 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note
HH:MM:SS

-----------------------------------------------
I/A Transaction : Settlement Date (MMDDYY) :
Issuing Agent : Dated Date (MMDDYY) :
Paying Agent : Maturity Date (MMDDYY) :
CUSIP Number :
Face Value: Minimum Denomination: 
Settlement Amt. : Incremental Denomination: 
Receiving Part. :

Deliver Order Comment:
Special Instruction :

-----------------------------------------------

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 1. First Issuance Instruction For: Short-Term Bank Note Screen

Step 3 Enter the MMI CUSIP number in the CUSIP Number field on the first Issuance Instruction For: Short Term Bank Note Screen.
```
Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated CUSIP number.
Note:

1. The message 'XXXX ** ORIGINAL ISSUANCE **' appears when the CUSIP number is used for the first time for a valid issuance instruction or for the first time after a full cancellation of issuance instruction(s).

2. The message 'XXXX ** ADDITIONAL ISSUANCE **' appears when the CUSIP number has been used once before for a valid issuance instruction.

3. XXXX represents the 4-character MMI Issuer acronym.

4. If additional issuance instructions for this CUSIP are submitted, values from the original issuance appear on the first, second, third and/or fourth Issuance Instruction For: Short-Term Bank Note Screens in the appropriate fields. These fields may not be updated.

Step 4

Enter the following Issuance and DO information on the first Issuance Instruction For: Short-Term Bank Note Screen:

- I/A Transaction #: enter the internal transaction number used by the Issuing Agent to identify the transaction. A maximum of 15 characters can be entered; optional.
- Settlement Date: enter the settlement date in MM DD YY format.
- Issuing Agent: system generated based on the Participant's signon ID. This number identifies the Participant submitting the issuance instruction.
- Dated Date: enter the date from which income payments are calculated in MM DD YY format (the default is the settlement date); optional.
- Paying Agent: enter the Paying Agent's Participant number contained on the issuance instruction. A maximum of four digits can be entered.
Note: If only one Paying Agent is set up for the Issuer number (i.e., the first six characters of the CUSIP number) and the Issuing Agent combination, the Paying Agent number will be generated by the system based on the issuance control information established at the time the MMI Issuer program was made eligible at DTC.

- Maturity Date: enter the targeted date on which the MMI matures in MM DD YY format.
- Face Value: enter the face value of the issuance; a maximum of nine digits can be entered.
- Minimum Denomination: system generated but can be changed by the Issuing Agent. Enter the minimum trading denomination for the security issue.
- Settlement Amount: enter the settlement dollar amount associated with the purchase of the security.
- Incremental Denomination: system generated but can be changed by the Issuing Agent. Enter the increment in which purchases and sales greater than the minimum denomination must be made.
- Receiving Part: enter the number of the Participant receiving the MMI Issuance Deliver Order from the Issuing Agent. A maximum of four digits can be entered.
- Deliver Order Comment: enter the settlement instructions associated with the deliver order. A maximum of 78 characters of freeform information can be entered and is printed on the DO ticket; optional.
- Special Instruction: enter any special instructions related to the issuance. A maximum of 78 characters of freeform information can be entered; optional.

Step 5 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
• 'PF11/23' key to obtain the second Issuance Instruction For: Short-Term Bank Note Screen (Figure 2).
• 'ENTER' key to validate the data.
Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
### FEATURES

<table>
<thead>
<tr>
<th>Income Payment Type (P/I/D):</th>
<th>N</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Rate Type (F/V):</td>
<td>USD</td>
</tr>
<tr>
<td></td>
<td>USD</td>
</tr>
<tr>
<td>Periodic/Amort Principal (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Indexed Principal (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Repayment Put Option (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Call (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Extendable Maturity (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Renewable Note (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>Repayment Put Upon Death (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td></td>
<td>U.S. $ Pymt Option (Y/N):</td>
</tr>
<tr>
<td></td>
<td>Interest Rate Reset (Y/N):</td>
</tr>
<tr>
<td></td>
<td>Interest Pymt Freq Reset (Y/N):</td>
</tr>
<tr>
<td></td>
<td>Interest Step-Up (Y/N):</td>
</tr>
<tr>
<td></td>
<td>Interest Step-Up Rate (99.999):</td>
</tr>
<tr>
<td></td>
<td>Interest Step-Up Date (MMDDYY):</td>
</tr>
<tr>
<td></td>
<td>Extendable Maturity (Y/N):</td>
</tr>
<tr>
<td></td>
<td>Renewable Note (Y/N):</td>
</tr>
<tr>
<td></td>
<td>Repayment Put Upon Death (Y/N):</td>
</tr>
</tbody>
</table>

---

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU:
Figure 2. Second Issuance Instruction For: Short-Term Bank Note Screen
Step 6 Enter the following Features information on the second Issuance Instruction For: Short-Term Bank Note Screen:

- Income Payment Type: enter P (periodic), I (income-at-maturity only) or D (discount).
- Foreign Currency Denominated: enter Y (yes) or N (no) to indicate whether the security is denominated in a currency other than U.S. dollars.
- Income Rate Type: enter F (fixed) or V (variable).
- Currency Code: enter the three character ISO code that identifies the currency in which the payments are to be paid.
- U.S. $ Pymt Option: enter Y (yes) or N (no) to indicate if the foreign currency denominated MMI provides holders with the option of receiving payments in U.S. dollars.
- Periodic/Amort Principal: enter Y (yes) or N (no) to indicate if there is a periodic principal payment or amortization of principal.
- Indexed Principal: enter Y (yes) or N (no).
- Interest Rate Reset: enter Y (yes) or N (no).
- Interest Pymt Freq Reset: enter Y (yes) or N (no).
- Repayment Put Option: enter Y (yes) or N (no).
- Interest Step-Up: enter Y (yes) or N (no).
- Interest Step-Up Rate: enter the interest step-up rate.
- Interest Step-Up Date: enter the interest step-up date in MM DD YY format.
- Call: enter Y (yes) or N (no).
- Extendable Maturity: enter Y (yes) or N (no).
- Renewable Note: enter Y (yes) or N (no).
- Repayment Put Upon Death: enter Y (yes) or N (no).

Step 7 Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the first Issuance Instruction For: Short-Term Bank Note Screen.
• 'PF11/23' key to obtain the third Issuance Instruction For: Short-Term Bank Note Screen (Figures 3 through 7).
• 'ENTER' key to validate the data.
Note:

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment and Income Rate Types entered:
For Income Payment Type P and Income Rate Type F:

```
ENTER INCOME PAYMENT INFORMATION
QT96/MM13               THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99   ISSUANCE INSTRUCTION FOR: Short-Term Bank Note
HH:MM:SS

---------------------------------------------------------------------------
===
-----------------------  I N C O M E  P A Y M E N T
--------------------------
Income Rate % (99.999) :
Income Calculation Formula (1-6): 1 Actual/360
1st Income Payment/$1000 :
Payment Interval Type (Y/M/W/D):
Payment Interval Number (999) :
1st Targeted Pymt Date :
1st Actual Pymt Date :
Accrual Period Method (P/R) :
Accrual Period Measure (A/T) :

---------------------------------------------------------------------------
===

1/13: PROCESS ISSUANCE          4/16: HELP          7/19: MAIN MENU
SCREEN

Figure 3. Third Issuance Instruction For: Short-Term Bank Note Screen with Income Payment Type P and Income Rate Type F
```

For Income Payment Type P and Income Rate Type V:
Y4 - NOT EQUAL TO Y, M, W, OR D
QT96/MM13
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note
HH:MM:SS

---

-----------------------  I N C O M E  P A Y M E N T
-------------------------

Income Rate % (99.999): Optional
1st Income Payment/$1000: Optional

Payment Interval Type (Y/M/W/D):
Payment Interval Number (999):
LIBOR Indexed (Y/N):
1st Targeted Pymt Date:
1st Actual Pymt Date:
Accrual Period Method (P/R): P Payment Date to Payment Date
Accrual Period Measure (A/T): A Actual Payment to Actual Payment

---

1/13: PROCESS ISSUANCE 4/16: HELP 7/19: MAIN MENU

Figure 4. Third Issuance Instruction For: Short-Term Bank Note Screen with Income Payment Type P and Income Rate Type V
For Income Payment Type I and Income Rate Type F:

---

60 - RATE IS NOT NUMERIC
QT96/MM13 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
0002199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note
HH:MM:SS

---------------------------------------------

---------  I N C O M E  P A Y M E N T  ---------
Income Rate % (99.999):
Income Calculation Formula(1-6): 1 Actual/360
Income At Maturity/$1000 :

---------------------------------------------

---

1/13: PROCESS ISSUANCE  4/16: HELP  7/19: MAIN MENU

Figure 5. Third Issuance Instruction For: Short-Term Bank Note Screen with Income Payment Type I and Income Rate Type F

For Income Payment Type I and Income Rate Type V:
**Figure 6. Third Issuance Instruction For: Short-Term Bank Note Screen with Income Payment Type I and Income Rate Type V**
For Income Payment Type D:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate</td>
<td>enter the rate of income to be paid for fixed rate issuance instructions.</td>
</tr>
<tr>
<td>Income Rate</td>
<td>enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.</td>
</tr>
<tr>
<td>Discount Rate</td>
<td>enter the rate of discount applicable to the issuance.</td>
</tr>
<tr>
<td>Income Calculation Formula</td>
<td>enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:</td>
</tr>
<tr>
<td>- 01</td>
<td>actual days/360</td>
</tr>
<tr>
<td>- 02</td>
<td>30 day month/360</td>
</tr>
<tr>
<td>- 03</td>
<td>actual days/actual days</td>
</tr>
<tr>
<td>- 04</td>
<td>DTC Corporate IAM CP formula</td>
</tr>
</tbody>
</table>

Figure 7. Third Issuance Instruction For: Short-Term Bank Note Screen with Income Payment Type D

Step 8
Enter the following Income Payment information as it applies on the third Issuance Instruction For: Short-Term Bank Note Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Income Rate %: enter the rate of income to be paid for fixed rate issuance instructions.
- Income Rate (1st payment): enter the rate of income to be paid on the first payment for variable rate issuance instructions; optional.
- Discount Rate: enter the rate of discount applicable to the issuance.
- Income Calculation Formula: enter one of the following to determine the formula to be used to calculate income payments if the formula is different than the standard used for this MMI type:
  - 01: actual days/360
  - 02: 30 day month/360
  - 03: actual days/actual days
  - 04: DTC Corporate IAM CP formula
- 05: actual days/365 or actual days/366
- 06: actual days/365

Note:

1. For Fixed Periodic Income Payments, the Income Calculation Formula defaults to 1 when the Amortizing Principal indicator is N and the Indexed Principal indicator is N.

2. For Fixed Periodic Income Payments, the Income Calculation Formula defaults to 2 when the Amortizing Principal indicator is Y and the Indexed Principal indicator is Y.

3. For Fixed IAM Income Payments, the Income Calculation Formula defaults to 4 when the Amortizing Principal indicator is N and the Indexed Principal indicator is N.

4. For Fixed IAM Income Payments, the Income Calculation Formula defaults to 2 when the Amortizing Principal indicator is Y and the Indexed Principal indicator is Y.

- 1st Income Pymt/$1000: enter the amount of the income payment per $1000 face amount to be paid on the first income payment date for periodic income paying MMIs.
- Income At Maturity/$1000: enter the amount of the income payment per $1000 face amount to be paid at maturity for Income At Maturity (IAM) only MMIs.
- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine income payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic income payment (e.g., a Payment Interval Number of
90 with a Payment Interval Type of D (days) indicates payment every 90 days).

- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first income payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first income payment in MM DD YY format.
- Accrual Period Method: system generated. This indicates that the calculation of the number of days in the accrual period is from payable date to payable date.
- Accrual Period Measure: enter one of the following to indicate the type of payable date accrual to be used if the method is different than the standard used for this MMI type:
  - A: actual payment date to actual payment date.
  - T: targeted payment date to targeted payment date.

Note: The Accrual Period Measure field automatically defaults to A, but can be overridden when necessary.

- Rate Reset Interval Type: enter one of the following in conjunction with the Rate Reset Interval Number to indicate the length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for determining the periodic rate change in conjunction with the Rate Reset Interval Type (e.g., a Rate Reset Interval Number of 90 with a Rate Reset Interval Type of D (days) indicates rate resets every 90 days).
- Variable Rate Index/Formula: enter the appropriate index/formula type used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
- Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
- Y: years
- M: months
- W: weeks
- D: days

Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

- Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Type of D (days) with an Index Maturity Interval Number of 90 indicates the index is reset every 90 days).
- Spread Sign: enter the percentage spread sign (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.

Note:

1. If the Income Payment Type equals P and the Income Rate Type equals V, proceed to Step 9.

2. If Note 1 is not applicable and the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

3. If Notes 1 and 2 are not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 12.

4. If Notes 1, 2 and 3 are not applicable, proceed to Step 14.

Step 9
Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
• 'PF10/22' key to return to the second Issuance Instruction For: Short-Term Bank Note Screen.
• 'PF11/23' key to obtain the fourth Issuance Instruction For: Short-Term Bank Note Screen (Figure 8).
• 'ENTER' key to validate the data.

**Note:** If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
<table>
<thead>
<tr>
<th>Income Rate % (99.999):</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Income Payment/$1000:</td>
<td>Optional</td>
</tr>
<tr>
<td>Payment Interval Type (Y/M/W/D):</td>
<td></td>
</tr>
<tr>
<td>Payment Interval Number (999):</td>
<td></td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N):</td>
<td></td>
</tr>
<tr>
<td>1st Targeted Pymt Date:</td>
<td></td>
</tr>
<tr>
<td>1st Actual Pymt Date:</td>
<td></td>
</tr>
<tr>
<td>Accrual Period Method (P/R):</td>
<td>P Payment Date to Payment Date</td>
</tr>
<tr>
<td>Accrual Period Measure (A/T):</td>
<td>A Actual Payment to Actual Payment</td>
</tr>
</tbody>
</table>

Figure 8. Fourth Issuance Instruction For: Short-Term Bank Note Screen
Step 10  Enter the Variable Rate Income Payment information on the fourth
Issuance Instruction For: Short-Term Bank Note Screen:

- Rate Reset Interval Type: enter one of the following in
  conjunction with the Rate Reset Interval Number to indicate the
  length of time used to reset the rate:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Rate Reset Interval Number: enter the number used for
determining the periodic rate change in conjunction with the
Rate Reset Interval Type (e.g., a Rate Reset Interval Number of
90 with a Rate Reset Interval Type of D (days) indicates the rate
resets every 90 days).
- Payment Day of the Month: enter the day of the month on
  which payment is to be made in conjunction with the Payment
  Business/Calendar and the Payment Interval Type and Payment
  Interval Number on the third Issuance Instruction For: Short-
  Term Bank Note Screen.
- Payment Business/Calendar: enter one of the following in
  conjunction with the Payment Day of the Month to determine
  the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a
    Payment Business/Calendar of C with a Payment Day of the
    Month of 1 and a Payment Interval Type of M with a
    Payment Interval Number of 6 indicates that income
    payments are made every six months on the first calendar day
    of the income payment month).
- Payment Week of Month: enter the week of the month on
  which payment is to be made in conjunction with the Payment
  Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week
• Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that income payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday
Note:

1. Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

2. The Payment Day of the Month, Payment Business/Calendar or Payment Week of Month and the Payment Day of Week, are only required if the Rate Reset Interval Type is either Y or M.

- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Variable Rate Index/Formula: enter the appropriate index/formula used for determining variable-rate income payments. A maximum of two lines (78 characters each) of freeform text can be entered.
- Index Maturity Interval Type: enter one of the following in conjunction with the Index Maturity Interval Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Index Maturity Interval Type is optional. If this field is blank, the Index Maturity Interval Number, Spread Sign and Spread % fields are not applicable.

- Index Maturity Interval Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Index Maturity Interval Type (e.g., an Index Maturity Interval Number of 90 and an Index Maturity Interval Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
• Spread %: enter the percentage amount that is added to or subtracted from the index's value.
Note:

1. If the Periodic/Amort Principal (Indicator) equals Y, proceed to Step 11.

2. If Note 1 is not applicable and the Indexed Principal (Indicator) equals Y, proceed to Step 13.

3. If Notes 1 and 2 are not applicable, proceed to Step 14.

**When The Periodic/Amort Principal (Indicator) Equals Y:**

**Step 11**

Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the second Issuance Instruction For: Short-Term Bank Note Screen.
- 'PF11/23' key to obtain the fourth Issuance Instruction For: Short-Term Bank Note Screen (Figures 9 through 11).
- 'ENTER' key to validate the data.

**Note:**

1. If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.

2. One of the following screens appears, depending on the Income Payment Type entered:
For Fixed Periodic Income Payment Type:
### Principal Payment Information

<table>
<thead>
<tr>
<th>Key</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment Interval Type (Y/M/W/D)</td>
<td>D Daily</td>
</tr>
<tr>
<td>Payment Interval Number (999)</td>
<td>90</td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>N</td>
</tr>
<tr>
<td>1st Targeted Pymt. Date</td>
<td>06 13 96</td>
</tr>
<tr>
<td>1st Actual Pymt. Date</td>
<td>06 13 96</td>
</tr>
</tbody>
</table>

### Variable Rate Income Payment

<table>
<thead>
<tr>
<th>Key</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>Y</td>
</tr>
<tr>
<td>Rate Reset Interval Type (Y/M/W/D)</td>
<td></td>
</tr>
<tr>
<td>Rate Reset Interval Number (999)</td>
<td></td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N)</td>
<td>Y</td>
</tr>
<tr>
<td>Variable Rate Index Formula:</td>
<td></td>
</tr>
<tr>
<td>Index Mat Interval Type (Y/M/W/D)</td>
<td>Optional</td>
</tr>
<tr>
<td>Index Mat Interval Number (99)</td>
<td></td>
</tr>
<tr>
<td>Spread Sign (+/-)</td>
<td></td>
</tr>
<tr>
<td>Spread % (9.999)</td>
<td></td>
</tr>
</tbody>
</table>

---

**1/13: PROCESS ISSUANCE**  
**4/16: HELP**  
**7/19: MAIN MENU**  
**8/20: END FUNCTION**  
**9/21: SIGNOFF**  
**10/22: PREV SCREEN**  
**11/23: NEXT SCREEN**
Figure 9. Fourth Issuance Instruction For: Short-Term Bank Note Screen with a Fixed Periodic Income Payment Type when the Periodic/Amort. Principal (Indicator)=Y
For Variable Periodic or Fixed IAM Income Payment Type:

<table>
<thead>
<tr>
<th>XX99</th>
<th>THE DEPOSITORY TRUST COMPANY</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
<td>00002199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note</td>
<td>TIME:</td>
</tr>
<tr>
<td>HH:MM:SS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

Payment Interval Type (Y/M/W/D): 
Payment Interval Number (999): 
LIBOR Indexed (Y/N): 
1st Targeted Pymt. Date: 
1st Actual Pymt. Date: 
Payment Day of the Month (1-31): 
Payment Business/Calendar (B/C): 
- or - 
Payment Week of Month (1-4): 
Payment Day of Week (M/T/W/R/F): 

---


**Figure 10. Fourth Issuance Instruction For: Short-Term Bank Note Screen with a Variable Periodic or Fixed IAM Income Payment Type when the Periodic/Amort. Principal (Indicator) = Y**

For Discount or Variable IAM Income Payment Type:
XX99                    THE DEPOSITORY TRUST COMPANY            DATE:
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note          TIME:
HH:MM:SS

===========================================================================
---
---------------------- P R I N C I P A L  P A Y M E N T ------------------
---
Payment Interval Type (Y/M/W/D) :
Payment Interval Number (999) :
LIBOR Indexed (Y/N) :
1st Targeted Pymt. Date :
1st Actual Pymt. Date :
Payment Day of the Month (1-31) :
Payment Business/Calendar (B/C) :
    - or -
Payment Week of Month (1-4) :
Payment Day of Week (M/T/W/R/F) :

===========================================================================
---
1/13: PROCESS ISSUANCE          4/16: HELP           7/19: MAIN MENU
SCREEN

Figure 11. Fourth Issuance Instruction For: Short-Term Bank Note Screen with a
Discount or Variable IAM Income Payment Type when the Periodic/Amort.
Principal (Indicator) = Y
Step 12 Enter the following Principal Payment information as it applies on the fourth Issuance Instruction For: Short-Term Bank Note Screen (applicable fields are based on the Income Payment and Income Rate Types selected):

- Payment Interval Type: enter one of the following in conjunction with the Payment Interval Number to determine principal payment frequency:
  - Y: years
  - M: months
  - W: weeks
  - D: days
- Payment Interval Number: in conjunction with the Payment Interval Type, enter the number used for determining the periodic principal payment (e.g., a Payment Interval Number of 90 with a Payment Interval Type of D (days) indicates payment every 90 days).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if principal payments are indexed to LIBOR.
- 1st Targeted Pymt Date: enter the targeted date of the first principal payment in MM DD YY format.
- 1st Actual Pymt Date: enter the actual date of the first principal payment in MM DD YY format.
- Payment Day of the Month: enter the day of the month on which payment is to be made in conjunction with the Payment Business/Calendar and the Payment Interval Type and Payment Interval Number on the fourth Issuance Instruction For: Short-Term Bank Note Screen.
- Payment Business/Calendar: enter one of the following in conjunction with the Payment Day of the Month to determine the payment date:
  - B: the day of month count must be business days.
  - C: the day of month count must be calendar days (e.g., a Payment Business/Calendar of C with a Payment Day of the Month of 1 and a Payment Interval Type of M with a Payment Interval Number of 6 indicates that principal payments are made every six months on the first calendar day of the principal payment month).
- Payment Week of Month: enter the week of the month on which payment is to be made in conjunction with the Payment Day of Week:
  - 1: first week
  - 2: second week
  - 3: third week
  - 4: fourth week
- Payment Day of Week: enter the day of the week on which payment is to be made in conjunction with the Payment Week Of Month (e.g., a Payment Day Of Week = M (Monday) and a Payment Week Of Month = 1 indicates that principal payments are made on the first Monday of every month):
  - M: Monday
  - T: Tuesday
  - W: Wednesday
  - R: Thursday
  - F: Friday

Note:

1. Enter either the Payment Day of the Month and the Payment Business/Calendar or the Payment Week of Month and the Payment Day of Week.

2. The Payment Day of the Month, Payment Business/Calendar or Payment Week of Month and the Payment Day of Week are only required if the Payment Interval Type is either Y or M.

3. If the Indexed Principal (Indicator) equals Y, proceed to Step 13. Otherwise, proceed to Step 14.
When The Indexed Principal (Indicator) Equals Y:

Step 13  Press any of the following:

- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to return to the third Issuance Instruction For: Short-Term Bank Note Screen.
- 'PF11/23' key to obtain the fifth Issuance Instruction For: Short-Term Bank Note Screen (Figure 12).
- 'ENTER' key to validate the data.

Note: If the 'PF11/23' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'ENTER' key. When no errors occur, the 'PF11/23' key can be pressed to continue.
Figure 12. Fifth Issuance Instruction For: Short-Term Bank Note Screen when the Indexed Principal (Indicator) = Y
Step 14 Enter the following Indexed Principal information as it applies on the fifth Issuance Instruction (II) For Short-Term Bank Note Screen:

- Days Income Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the income payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- Days Principal Payment Settle After Maturity Date: enter the 2-digit number that represents the number of days to settle the principal payment after the maturity date.
- Business/Calendar Days: enter B (business) or C (calendar).
- LIBOR Indexed: enter Y (yes) or N (no) to indicate if income payments are indexed to LIBOR.
- Principal Index/Formula: enter a valid principal index/formula.
- Indexed Maturity Type: enter one of the following in conjunction with the Indexed Maturity Number to indicate the length of time used to reset the index:
  - Y: years
  - M: months
  - W: weeks
  - D: days

Note: The Indexed Maturity Type is optional. If this field is blank, the Indexed Maturity Number, Spread Sign and Spread % fields are not applicable.

- Indexed Maturity Number: enter the number used to indicate the length of time used to reset the index in conjunction with the Indexed Maturity Type (e.g., an Indexed Maturity Number of 90 and an Indexed Maturity Type of D (days) indicates that the index resets every 90 days).
- Spread Sign: enter the sign of the percentage spread (+/-) to indicate whether the spread is added to (+) or subtracted from (-) the index's value.
- Spread %: enter the percentage amount that is added to or subtracted from the index's value.
**Step 15** Press any of the following:

- 'PF1/13' key to process the issuance instruction only upon completing entry of the appropriate information on all Issuance Instruction For: Short-Term Bank Note Screens. If the transaction is accepted, the first Issuance Instruction For: Short-Term Bank Note Screen appears for entry of another instruction. An Issuance Instruction Confirmation Ticket is generated (Figure 13).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to the previous Issuance Instruction For: Short-Term Bank Note Screen.
- 'ENTER' key to validate the data.
Note:

1. If the 'PF1/13' or 'ENTER' key is pressed and there is an error, the field in error is highlighted and an error message appears. Correct the error and press the 'PF1/13' or 'ENTER' key.

2. If the 'ENTER' key is pressed and there are no errors, press the 'PF1/13' key to process the issuance. If no errors occur, the message 'TRANSACTION ACCEPTED; ENTER THE NEXT ISSUANCE INSTRUCTION' appears and the User is returned to the first Issuance Instruction For: Short-Term Bank Note Screen.

```plaintext
TX 9999999999-999999  ISSUANCE INSTRUCTION CONFIRMATION  MM/DD/YY
HH:MM:SS  o

o PTS ID: 00002199-99  TERM=TX40  MMISEQ #: 12/17/94-16:08:44-540502  o
o I/A TRANSACTION #:  123456789012345

o ISSUING AGENT:  00002199  IA NAME #1
o PAYING AGENT:  00001234  PA NAME #1
o CUSIP NUMBER:  123456789  ¶BSACR1LJ9509030BEN% (MMI-SDFS)

o FACE VALUE:  10,000
o SETTLEMENT AMOUNT:  $10,123.40

o SETTLEMENT DATE:  12/17/94  MATURITY DATE:  11/18/95
o RECEIVING PART:  00009999  RP NAME #1

o COMMENTS:
  o INPUT MEDIA IS PTS.
  o FIXED RATE MMI PERIODIC INCOME PAYMENT.
  o BS-550 Short-Term Bank Note
  o ** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.
```

**Figure 13. Issuance Instruction Confirmation Ticket**
9.04 How To Submit Cancellation Instructions For Short-Term Bank Notes

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Main Menu Screen (Section 9.02, Figure 2):  
- Option: enter 2.  
- MMI Type: enter 11. |
| Step 2 | Press the 'ENTER' key to obtain the Issuance Instruction Cancellation - Key Request Screen (Figure 1). |

```
XX99                      THE DEPOSITORY TRUST COMPANY  
MM/DD/YY  
00002199-99      ISSUANCE INSTRUCTION CANCELLATION - KEY REQUEST  
HH:MM:SS  
===========================================================================  
===  
ACRONYM         :  
CUSIP NUMBER    :  
ISSUER NUMBER   :  
ISSUING AGENT   : 2199  
INPUT MEDIUM    :  
MMI TYPE        : BS  
SETTLEMENT DATE :  
===========================================================================  
---  
1/13: PROCESS ISSUANCE  
4/16: HELP  
7/19: MAIN MENU  
8/20: END FUNCTION  
9/21: SIGNOFF  
10/22: PREV SCREEN  
11/23: NEXT SCREEN  
```

Figure 1. Issuance Instruction Cancellation - Key Request Screen

Step 3 Enter one or more of the following fields on the Issuance Instruction Cancellation - Key Request Screen to narrow the range of information displayed:  
- Acronym: enter the acronym of the MMI Issuer.  
- CUSIP Number: enter the nine character CUSIP number.
- Issuer Number: enter the first six characters of the CUSIP number associated with the MMI issue (6-digit base Issuer number).
- Issuing Agent: generated by DTC based on the Participant's signon ID.
- Input Medium: enter the input medium for the issuance instruction (e.g., PTS, CCF, CF2 or MDH).
- MMI Type: enter the appropriate abbreviation to identify the MMI type (e.g., CD, CP, CV, MT, etc.).
Note: If the MMI type was entered on the Main Menu Screen, it is carried forward to this screen.

- Settlement Date: enter the settlement date in MM DD YY format.

or

Step 4 Press the 'ENTER' key to obtain the Cancellation Instruction - Summary Screen containing all pending issuances for the selection criteria entered. If the 'ENTER' key was pressed and no selection criteria was entered, all pending issuances for which the Issuing Agent is equal to the Participant's signon ID appear. All issuances will be listed in CUSIP number and input time order (Figure 2).

```plaintext
NO FURTHER SCROLLING (FORWARD)
XY99 THE DEPOSITORY TRUST COMPANY
MM/DD/YY
00002199-99 CANCELLATION INSTRUCTION - SUMMARY
HH:MM:SS

--- CUSIP MATURITY NUMBER TRANSACTION ISSUE MATURITY RCV MMI FACE SETTLE
     DATE
1) 888888888 11/18/95 A1234567890123A 9999 BS 10,000 12/17/94
2) 999999998 10/29/95 B1234567890123B 9999 BS 20,000 12/17/94
3) 999999999 10/29/95 C1234567890123C 9999 BS 30,000 12/17/94
** END OF DATA **

ENTER SELECTION NUMBER ---->
```

Figure 2. Cancellation Instruction - Summary Screen
Note: The Participant may cancel an issuance instruction (Steps 5 through 7) or view detail information for a specific issuance instruction (Steps 8 and 9).

To Cancel An Issuance:

Step 5  Enter the selection number of the desired issuance instruction in the Enter Selection Number field to cancel that specific issuance instruction.

Step 6  Press the 'PF1/13' key to cancel the issuance selected. The Participant is then prompted to confirm this transaction.

Step 7  Press the 'PF6/18' key to confirm the cancellation transaction. A confirmation of cancellation message appears, the canceled issuance is deleted from the screen and a Cancellation Instruction Confirmation Ticket is generated for the canceled issuance (Figure 3).
<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTS ID:</td>
<td>00002199-99</td>
</tr>
<tr>
<td>TERM=TX40</td>
<td></td>
</tr>
<tr>
<td>MM1 SEQ #:</td>
<td>12546789012345</td>
</tr>
<tr>
<td>I/A TRANSACTION #:</td>
<td>00002199 IA NAME #1</td>
</tr>
<tr>
<td>PAYING AGENT:</td>
<td>00001234 PA NAME #1</td>
</tr>
<tr>
<td>CUSIP NUMBER:</td>
<td>123456789 BSACR1LJ9509030BEN% (MM1-SDFS)</td>
</tr>
<tr>
<td>FACE VALUE:</td>
<td>10,000</td>
</tr>
<tr>
<td>SETTLEMENT AMOUNT:</td>
<td>$10,123.40</td>
</tr>
<tr>
<td>SETTLEMENT DATE:</td>
<td>12/17/94 MATURITY DATE:</td>
</tr>
<tr>
<td>RECEIVING PART.:</td>
<td>00009999 RP NAME #1</td>
</tr>
<tr>
<td>ISSUANCE INSTRUCTION INPUT MEDIA IS PTS.</td>
<td></td>
</tr>
<tr>
<td>FIXED-RATE MMI-PERIODIC INCOME PAYMENT</td>
<td></td>
</tr>
<tr>
<td>BS - 550 Short-Term Bank Note</td>
<td></td>
</tr>
<tr>
<td>** SAMPLE DELIVER ORDER (DO) COMMENT FROM ISSUANCE INPUT.</td>
<td></td>
</tr>
</tbody>
</table>

**Figure 3. Cancellation Instruction Confirmation Ticket**

**To View Detail Information For A Specific Issuance:**

**Step 8**  
Enter the selection number of the desired issuance instruction in the Selection Number field.

**Step 9**  
Press the 'PF3/15' key to obtain the first Issuance Instruction Screen displaying status information for the issuance selected (Figure 4).

and
Press the 'PF11/23' key to obtain subsequent Issuance Instruction Screens. Figures 5, 6 and 7 illustrate the screens for an issuance instruction with Income Rate Type equals F and Income Payment Type equals P.

---

**Figure 4. Issuance Instruction For: Short-Term Bank Note Screen containing status information**
PRESS PF11 TO GO TO NEXT SCREEN
XX99 THE DEPOSITORY TRUST COMPANY DATE:
MM/DD/YY
00002199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note TIME:
HH:MM:SS

---
------------------ ISSUANCE & DO INFORMATION --------
---
I/A Transaction #: A1234567890123A Settlement Date (MMDDYY): 12/17/94
Issuing Agent: (IA# 1 NAME) 2199 Dated Date (MMDDYY): 12/17/94
Paying Agent: (PA# 1 NAME) 2199 Maturity Date (MMDDYY): 11/18/95
CUSIP Number : 123456789 ACRI1 **ORIGINAL ISSUANCE**
Face Value : 10000 Minimum Denomination : 10000
Settlement Amt. : 10,123.40 Incremental Denomination:
10000
Receiving Part. : (RP# 1 NAME) 9999

Deliver Order Comment:
Special Instruction:

---
2/14: SUMMARY SCREEN 4/16: HELP SCREEN 8/20: END FUNCTION
MENU

Figure 5. First Issuance Instruction For: Short-Term Bank Note Screen
Figure 6. Second Issuance Instruction For: Short-Term Bank Note Screen
LAST SCREEN DISPLAYED
XX99 THE DEPOSITORY TRUST COMPANY DATE:
MM/DD/YY
00082199-99 ISSUANCE INSTRUCTION FOR: Short-Term Bank Note TIME:
HH:MM:SS

---------------------------------------- INCOME PAYMENT ----------------------------------------

Income Rate % (99.999): 9.030
Income Calculation Formula: 1 Actual/360
1st Income Pymt/$1000: 1.254167

Payment Interval Type (Y/M/W/D): M Monthly
Payment Interval Number (999): 3

1st Targeted Pymt Date: 12 22 94
1st Actual Pymt Date: 12 22 94
Accrual Period Method (P/R): P Payable To Payable
Accrual Period Measure (A/T): A Actual Payment To Actual Payment

-----------------------------------------------------------------------------------------------

2/14: SUMMARY SCREEN  4/16: HELP SCREEN  8/20: END FUNCTION

Figure 7. Third Issuance Instruction For: Short-Term Bank Note Screen
or

Press any of the following:

- 'PF2/14' key to return to the Cancellation Instruction - Summary Screen (from the Issuance Instruction For: Short-Term Bank Note Screen).
- 'PF4/16' key to obtain the Help Facility Screen.
- 'PF7/19' key to return to the Main Menu Screen (from the Issuance Instruction Cancellation - Key Request Screen).
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward to obtain the previous Issuance Instruction Screen.
- 'PF11/23' key to scroll forward to obtain the next Issuance Instruction Screen.
- 'PF12/24' key to return to the Main Menu Screen.
9.05 Other Procedures For Short-Term Bank Notes

The Short-Term Bank Note procedures for the remaining MMII Main Menu Options, 3 through 9, are identical to those described previously for Institutional CDs. Also identical are the Currency Code Descriptions, Help Facility, and Error Codes and Descriptions defined for Institutional CDs. Please refer to the Institutional CD procedures indicated below for detailed information.

- How To Submit Withdrawal Instructions: refer to CD Section 1.05.
- How To Perform An Issuance Instruction Inquiry: refer to CD Section 1.06.
- How To Perform An Issuance Control Inquiry: refer to CD Section 1.07.
- How To Perform An Underwriting Notice Inquiry: refer to CD Section 1.08.
- How To Perform A Dealer D.O. (DDO) Inquiry: refer to CD Section 1.09.
- How To Perform An Issuance Instruction And Dealer D.O. (II/DDO) Summary Inquiry: refer to CD Section 1.10.
- How To Perform A CUSIP Lookup Inquiry: refer to CD Section 1.11.
- Currency Code Descriptions: refer to CD Section 1.12.
- Help Facility: refer to CD Section 1.13.
- Error Codes And Descriptions: refer to CD Section 1.14.
10.00 **BANKERS’ ACCEPTANCES (MMII)**

Overview

**How to Access Bankers’ Acceptance Functions**

**How to Perform A Bankers’ Acceptance Draft Update**

**How To Add A New Draft Component**

**How To Modify An Existing Draft Component**

**How To Delete An Existing Draft Component**

**How To View Information For An Existing Draft Component**

**How To Inquire**

**How To Inquire About The Current Status Of This BA**

**How To View An Audit Trail Of Transactions In This BA**

**How To Inquire About Issuances Of This BA Awaiting Future Settlement**

**How To Inquire About Issuances Of This BA Awaiting Future Settlement, And Cancelled**

**How To Inquire About Issuances Of This BA Rejected By DTC**

**How To Submit Issuance Instructions For Bankers’ Acceptances**
Bankers’ Acceptances (BAs) are short term, U.S. dollar-denominated time drafts that are issued to finance import, export, domestic shipment or storage of goods transactions. These “accepted” time drafts are typically drawn on and later accepted by the same bank. By stamping a draft “accepted”, the bank becomes the creator and issuer of the BA and makes an unconditional promise to pay the holder of the BA the face amount at maturity. The accepting bank plays the role of intermediary between the merchant seeking a short-term loan and the investor looking for a safe short-term investment. The maturity periods for BAs typically range from 30 days to six months. BAs are usually sold at a discount from their face value.

The key players involved in the Bankers’ Acceptance arenas are:

- The Issuers in the BA market: These are mostly foreign banks selling a bundle of accepted drafts that were issued to finance the export, import, domestic shipment or storage of goods.

- The Issuing and Paying Agents: These are enlisted by the Issuer to issue the BA and make payments on their behalf. The Agents are mostly the large money center banks.

- The Dealers and Brokers: These are mostly security firms who act as the middlemen or financial intermediaries in the distribution (the buying and selling) of MMI (money market instruments) securities. A difference between a Dealer and a Broker is that a Dealer acquires some of the securities it handles for its own positions/investments, while a Broker will turn around all the securities it acquires to its clients.

- The Investors in money market instruments: These include institutional investors, commercial banks, money market mutual funds, Dealers, state and local governments, pension funds and insurance companies.

- Drawers: These are often referred to as the borrowers of a draft. They do not have to be DTC Participants. Drawers are (for the most part) firms engaged in U.S. imports and exports and foreign banks seeking to finance international trade not involving the United States.
• Accepting Banks: These are lending banks that create almost all of the acceptance drafts. Accepting Banks are usually large money center banks, large banks located in seaboard states or principal grain trading cities, and United States branches and agencies of foreign banks.

The user can perform two types of Bankers' Acceptance functions. The user can perform a Bankers’ Acceptance update, which allows the user to update the components within a Bankers’ Acceptance or can perform a Bankers’ Acceptance Inquiry which allows the user to inquire about the components within a Bankers’ Acceptance.
10.02 How to Access Bankers’ Acceptance Functions

**Step 1**
Enter MMII when the Enter Function Prompt Screen appears (Figure 1).

**Step 2**
Press the ‘ENTER’ key to obtain the Depository Trust Company Main Menu Screen (Figure 2). Press the ‘PF11/23’ key to obtain the second screen if desired.

---

**Figure 1. MMII Enter Function Prompt Screen**

**Figure 2. The Depository Trust Company Main Menu Screen (first screen)**
**Step 3** Enter the following information on the Depository Trust Company Main Menu Screen:

- **Option:** enter 10 (Bankers’ Acceptance Draft Update) or 11 (Bankers’ Acceptance Inquiry).
- **MMI Type:** enter 14 (BA-502: Bankers’ Acceptance).
Step 4 Press the ‘ENTER’ key to obtain the appropriate screens. Refer to Sections 10.03 and 10.04 for further information.

Step 5 Press either:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
10.03 How to Perform A Bankers’ Acceptance Draft Update

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Depository Trust Company Main Menu Screen (Section 10.02, Figure 1):  
  • Option: enter 10.  
  • MMI Type: enter 14. |
| Step 2 | Press the ‘ENTER’ key to obtain the DTC Accepted Draft(s) Update Instruction Screen (Figure 1).  
**Figure 1. DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen**  
- Agent Number: 2199  
- Enter Agent Transaction Number: (Optional)  
- Enter The CUSIP Number Of The BA Whose Accepted Draft Component(s) You Wish To Update: |
| Step 3 | Enter the following information on the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen:  
  • Agent Transaction Number: optional.  
  • CUSIP number of the BA whose components you want to update. |
| Step 4 | Press the ‘ENTER’ key to obtain the DTC Accepted Draft(s) Update Instruction Screen (Figure 2). |
Step 5 Enter one of the following to the left of the component that you want to update and press the ‘ENTER’ key:

- **Y**: to add a new draft component (Section 10.03.1).
- **M**: to modify an existing draft component (Section 10.03.2).
- **D**: to delete an existing draft component (Section 10.03.3).
- **V**: to view information about an existing draft component (Section 10.03.4).

Step 6 Press any of the following:

- ‘PF7/19’ key or ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
10.03.1 How To Add A New Draft Component

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter Y on the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the Depository Trust Company BA Accepted Draft Information Screen (Figure 1).</td>
</tr>
</tbody>
</table>

**Figure 1. The Depository Trust Company BA Accepted Draft Information Screen**

Note: You can choose two additional draft types for NonFed-eligible BAs. They are Finance or Working Capital and Foreign Dom Shipment.
Step 3

Enter the following information on the Depository Trust Company BA Accepted Draft Information Screen. Press the ‘PF4/16’ key to obtain a Help Screen:

- BA Component Number: enter the next number that occurs after the last component number.
- Draft Face Value: enter the face value of the draft; a maximum of 13 digits can be entered in $99,999,999,999.99 format.
- Drawer: enter the Drawer name. A Drawer does not have to be a DTC Participant. A Drawer is often referred to as the borrower of the draft; a maximum of 30 characters can be entered.
- City of Drawer: enter the city name where the Drawer is located; optional.
- Bank on Which Drawn: enter the ABA number of the bank or the actual name of the bank where the draft was drawn.
- Date Draft Drawn: enter the date that the draft was drawn in MMDDCCYY format. This date must come before or be equal to the BA Settlement Date.
- Date Draft Accepted: enter the date that the draft was accepted in MMDDCCYY format. This date must come before or be equal to the Date Draft Drawn.
- Date Draft Matures: enter the date that the draft will mature in MMDDCCYY format.
- Draft Serial No.: enter the serial number of the draft; enter a maximum of 18 characters; optional.
- Shipment Date: enter the date that the goods will be shipped in MMDDCCYY format. This field is optional if the Type of accepted draft is U.S. Storage, Foreign Storage, or Dollar Exchange. If any other Type of Accepted Draft is selected, the Sight Date or the Shipment Date must be entered.
- Sight Date: enter the date that the goods were sighted at the warehouse; enter in MMDDCCYY format. This field is optional if the Type of accepted draft is U.S. Storage, Foreign Storage, or Dollar Exchange. If any other Type of Accepted Draft is selected, the Sight Date or the Shipment Date must be entered.
- Tenor: Enter the number of calendar days after the Sight, Shipment, Draft Drawn, Draft Accepted dates or another valid date in MMDDCCYY format. This field indicates the tenor number of days of the draft; this field must be entered if the Days After field has a value in it.
• Days After: describes the terms of the tenor number of days as occurring after the Shipment, Sight, Accepted Date, Drawn Date or a valid date (in MMDDCCYY format).
• Warehouse Receipt Date: enter the date that the goods are received at the warehouse in MMDDCCYY format. This field must be filled in if the Accepted Draft Type is equal to U.S. Storage or Foreign Storage.
• LOC Bank Name: enter the Letter of Credit Bank Name. This field must be filled in if the LOC Bank Number is entered; optional.
• LOC No.: enter the Letter of Credit Bank number. This field must be filled in if the LOC Bank Name is entered; optional.
• Comments: enter a maximum of 78 characters of free-form text relating to the draft; optional.
• Enter X to the left of the type of Accepted Draft.
• Enter X to the left of the specific transactions which give rise to this accepted draft.
Step 4  Press any of the following:

- ‘PF1/13’ to add the draft component.
- ‘PF3/15’ key to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 2).
- ‘PF5/17’ key to enter the next draft.
- ‘PF7/19’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).

Figure 2. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen

Step 5  Enter the following information on the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen:

- Commodity Name: enter a maximum of 30 characters describing the commodity name. This must be filled in if the user selects Are Described Below for the Transaction.
Description Indicator from the BA Accepted Draft Information Screen (Section 10.03, Figure 1).
• Commodity Valuation: enter a dollar amount or a percentage. A maximum of 15 digits can be entered if the user enters a dollar amount. A maximum of seven digits can be entered if the user enters a percentage. The user can also leave this field blank. The user must be consistent.
• Destination: enter the three-character ISO Country Code or U.S. Postal Code.
• Storage: enter the three-character ISO Country Code or U.S. state destination.

Step 6  Press the ‘ENTER’ key to validate the data. The message ‘COMMODITY DATA HAS BEEN VALIDATED’ appears on the screen (Figure 3).

---

**Figure 3. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen with message**

Step 7  Press the ‘PF1/13’ to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 4).
COMMODITY VALUATION

Total Valuation: 7000.00
This Draft Face Value: 7000.00 This Issuance Instruction
All Drafts Face Value: 20000.00 This Issuance Instruction

Please Press PF5 To Add More Accepted Draft Components, Or PF1 If This Issuance Is Complete.

Figure 4. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen
Step 8  Press the ‘PF1/13’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2). The message ‘PRESS PF1 TO PROCESS’ appears on the screen (Figure 5).

<table>
<thead>
<tr>
<th>PRESS PF1 TO PROCESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>X$V1/MM61</td>
</tr>
<tr>
<td>DTC ACCEPTED DRAFT(S) UPDATE INSTRUCTION</td>
</tr>
<tr>
<td>00002199-99</td>
</tr>
<tr>
<td>For: Bankers' Acceptance</td>
</tr>
<tr>
<td>MM/DD/YY</td>
</tr>
<tr>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

Figure 5. The DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen with message

Step 9  Press the ‘PF1/13’ key to obtain the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 6).

<table>
<thead>
<tr>
<th>X$V1/MM27</th>
</tr>
</thead>
<tbody>
<tr>
<td>DTC ACCEPTED DRAFT(S) UPDATE INSTRUCTION</td>
</tr>
<tr>
<td>00002199-99</td>
</tr>
<tr>
<td>For: Bankers' Acceptance</td>
</tr>
<tr>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BA CUSIP</td>
</tr>
<tr>
<td>0630B1MF1</td>
</tr>
<tr>
<td>ACCEPTED DRAFT CERTIFICATION</td>
</tr>
</tbody>
</table>

| ISSUER'S AGENT HEREBY CERTIFIES ACCEPTING BANK ISSUER'S ACCEPTANCE OF THE DRAFTS DESCRIBED IN THE PRECEDING 'UPDATE INSTRUCTION' SCREENS. (Y): |
| After Entering 'Y' Above, Please Press PF6 To Process This BA Withdrawal |

Figure 6. DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen

Step 10 Enter Y to acknowledge your acceptance of the draft(s) described in the preceding update instruction screens.

Step 11 Press the ‘PF6/18’ key to process the BA withdrawal. The message ‘TRANSACTION SUCCESSFUL’ appears on the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 7).
Figure 7. DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen with message

Step 12  Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.03.2 How To Modify An Existing Draft Component

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter M on the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2).</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Press the ‘ENTER’ key to obtain the Depository Trust Company Modify Accepted Draft Component No. Screen (Figure 1).</td>
</tr>
</tbody>
</table>

**Figure 1. The Depository Trust Company Modify Accepted Draft Component No. Screen**

**Step 3** Change any information as appropriate, except the BA Component Number field.

**Step 4** Press the ‘PF11/23’ key to obtain the Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen (Figure 2).
Step 5 Change any information as appropriate.

Step 6 Press the ‘PF1/13’ key to process the modifications and obtain the Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen (Figure 3).
Figure 3. Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen
Step 7  Press any of the following:

- ‘PF7/19’ and ‘PF12/24’ keys to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
10.03.3 How To Delete An Existing Draft Component

Step | Action
--- | ---
Step 1 | Enter D on the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2).
Step 2 | Press the ‘ENTER’ key to obtain the Depository Trust Company Delete Accepted Draft Component No. Screen (Figure 1).

**Figure 1. The Depository Trust Company Delete Accepted Draft Component No. Screen**

Step 3 | Press the ‘PF1/13’ key to delete the draft. The DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2) reappears with the message ‘PRESS PF1 TO PROCESS’ (Figure 2).
Figure 2. DTC Accepted Draft(s) Update Instruction For Bankers’ Acceptance Screen with message
**Step 4**  
Press the ‘PF1/13’ to obtain the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 3).

<table>
<thead>
<tr>
<th>XSV1/MM27</th>
<th>DTC ACCEPTED DRAFT(S) UPDATE INSTRUCTION</th>
<th>MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>For: Bankers'Acceptance</td>
<td>HH:MM:SS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

----- BA CUSIP   0630B1MP1   ACCEPTED DRAFT CERTIFICATION  

ISSUER'S AGENT HEREBY CERTIFIES ACCEPTING BANK ISSUER'S ACCEPTANCE OF THE DRAFTS DESCRIBED IN THE PRECEDING ‘UPDATE INSTRUCTION’ SCREENS. (Y):

After Entering 'Y' Above, Please Press PF6 To Process This BA Withdrawal

<table>
<thead>
<tr>
<th>PF6/18: PROCESS WITHDRAWAL</th>
<th>PF7/19: PREVIOUS MENU</th>
<th>PF8/20: END FUNCTION</th>
</tr>
</thead>
</table>

Figure 3. DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen

**Step 5**  
Enter Y to acknowledge your acceptance of the drafts described in the preceding Update Instruction Screens.

**Step 6**  
Press the ‘PF6/18’ key to delete the draft component. The message ‘TRANSACTION SUCCESSFUL’ appears on the DTC Accepted Draft(s) Update Instruction For Bankers’ Acceptance Screen (Figure 4).

<table>
<thead>
<tr>
<th>XSV1/MM28</th>
<th>DTC ACCEPTED DRAFT(S) UPDATE INSTRUCTION</th>
<th>MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>For: Bankers' Acceptance</td>
<td>HH:MM:SS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Transaction Successful

Figure 4. DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen
Step 7  Press any of the following:

- ‘PF7/19’ and ‘PF12/1’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
10.03.4 How To View Information For An Existing Draft Component

Step  Action

Step 1  Enter V on the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2).

Step 2  Press the ‘ENTER’ key to obtain the Depository Trust Company View Accepted Draft Component No. Screen (Figure 1).

Step 3  Press the ‘PF7/19’ key to obtain the DTC Accepted Draft(s) Update For: Bankers’ Acceptance Screen (Figure 2).

Or

Press the ‘PF10/22’ key to scroll through additional commodity information (if any exists) for the draft components.
**Figure 2. DTC Accepted Draft(s) Update For: Bankers’ Acceptance Screen**

### Step 4

Indicate how you would like to update any draft components (refer to Sections 10.03.1 through 10.03.3 for further information).

**Or**

Press any of the following:

- ‘PF7/19’ and ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.

---

<table>
<thead>
<tr>
<th>COMPONENT NO</th>
<th>DRAFT FACE VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>3</td>
</tr>
<tr>
<td>2)</td>
<td>4</td>
</tr>
<tr>
<td>3)</td>
<td>5</td>
</tr>
<tr>
<td>4)</td>
<td>9</td>
</tr>
<tr>
<td>5)</td>
<td>11</td>
</tr>
<tr>
<td>6)</td>
<td>12</td>
</tr>
</tbody>
</table>

**BA FACE VALUE:**

9460.00

**ALL DRAFTS FACE VALUE:**

15000.00

---
10.04 How To Inquire

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter the following information on the Depository Trust Company Main Menu Screen (Section 10.02, Figure 1):</td>
</tr>
<tr>
<td></td>
<td>• Option: enter 11</td>
</tr>
<tr>
<td></td>
<td>• MMI Type: enter 14.</td>
</tr>
<tr>
<td></td>
<td>Or</td>
</tr>
<tr>
<td></td>
<td>Enter ‘MMBI’ when the Enter Function Prompt Screen appears.</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the DTC MMI Bankers’ Acceptance IPA Inquiry Function BA Selection Screen (Figure 1).</td>
</tr>
</tbody>
</table>

PLEASE ENTER YOUR SELECTION CRITERIA AND PRESS ENTER KEY
XSV1/MM35 DTC MMI Bankers’ Acceptance IPA Inquiry Function
MM/DD/YY 00002199-99 BA SELECTION SCREEN
HH:MM:SS

PLEASE ENTER YOUR BA INQUIRY SELECTION CRITERIA BELOW. YOU MAY ENTER AS FEW OR AS MANY CRITERIA AS YOU WISH TO NARROW THE RANGE OF CUSIPs SUBJECT TO YOUR INQUIRY. TO INQUIRE INTO A KNOWN CUSIP, JUST ENTER IT ON LINE 1 AFTER 'From'.

1) BA CUSIP Number From: To:
2) BA CUSIP Base Issuer Number:
3) Issuer Acronym:
4) Starting Orig Iss Input Date:
5) Starting Orig Iss Settl Date:
6) Starting Maturity Date:
7) Unmatured / Matured BAs: (U=Unmatured, M=Matured)
8) Type of CUSIP: (D=Discount, I=Int-Bear)
9) Issuing Agent (IA) Part Number: 0161
10) Paying Agent (PA) Part Number:
11) Receiving Participant Number:

AFTER MAKING YOUR BA SELECTIONS ON THE LINE(S) ABOVE, PLEASE PRESS ENTER KEY

Figure 1. DTC MMI Bankers’ Acceptance IPA Inquiry Function BA Selection Screen
Step 3  Enter one or more of the following on the DTC MMI Bankers’ Acceptance IPA Inquiry Function BA Selection Screen to narrow the amount of information retrieved:

- BA CUSIP Number (From/To) : enter a range of valid Bankers’ Acceptance (BA) CUSIP numbers to view information for a specific range of BA CUSIPs or enter a single BA CUSIP to view information for that specific CUSIP.
- BA CUSIP Base Issuer Number: enter the first six positions of the BA CUSIP number; optional.
- Issuer Acronym: enter the four character Issuer acronym; optional.
- Starting Orig Iss Input Date: enter the date the original issuance was input into DTC in MMDDCCYY format; optional.
- Starting Orig Iss Settl Date: enter the starting original issue settlement date in MMDDCCYY format; optional.
- Starting Maturity Date: enter the starting maturity date in MMDDCCYY format; optional.
- Unmatured/Matured BAs: enter one of the following; optional:
  - U: Unmatured
  - M: Matured
- Type of CUSIP: enter one of the following; optional:
  - D: Discount
  - I: Interest Bearing
- Issuing Agent (IA) Part Number: enter your valid Issuing Agent Participant number; optional.
- Paying Agent (PA) Part Number: enter your valid Paying Agent Participant number; optional.
- Receiving Participant Number: enter your valid receiving Participant number; optional.

Step 4  Press the ‘ENTER’ key to obtain the DTC MMI Bankers’ Acceptance IPA Inquiry Screen CUSIP Selection Screen (Figure 2).
Figure 2. DTC MMI Bankers’ Acceptance IPA Inquiry Function CUSIP Selection Screen

Note: If you entered a single BA CUSIP number on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Screen (Figure 1) and pressed the ‘ENTER’ key, you will obtain the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu for CUSIP Screen (Figure 3). Go to Step 6, and proceed from there.

Step 5 Enter the line number that appears to the left of the BA CUSIP number you want to view in the Please Enter Selection Number field.

Step 6 Press the ‘ENTER’ key to obtain the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection For CUSIP Menu Screen (Figure 3).
Step 7 Enter one of the following in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu For CUSIP Screen:

- 1: Current Status Of This BA (Section 10.04.1)
- 2: Audit Trail Of Transactions In This BA (Section 10.04.2)
- 3: Issuances Of This BA Awaiting Future Settlement (Section 10.04.3)
- 4: Issuances Of This BA Awaiting Future Settlement, And Cancelled (Section 10.04.4)
- 5: Issuances OF This BA Rejected By DTC (Section 10.04.5)

Step 8 Press the ‘ENTER’ key to obtain the appropriate screens. Refer to the sections listed above for further information.

Or

Press any of the following:

- ‘PF7/19’ key to return to the previous screen.
• ‘PF8/20’ key to change the function.
• ‘PF9/21’ key to end the processing session.
• ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.04.1 How To Inquire About The Current Status Of This BA

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 1 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 10.04, Figure 3).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Current Status Screen (Figure 1). Press the ‘PF11/23’ key to obtain subsequent screens containing information about the BA.</td>
</tr>
</tbody>
</table>

Figure 1. First DTC MMI Bankers’ Acceptance IPA Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component
<table>
<thead>
<tr>
<th>Feature</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSIP</td>
<td>0630B1MA4</td>
</tr>
<tr>
<td>Description</td>
<td>CBAMMII TEST ACRONYM</td>
</tr>
<tr>
<td>Type</td>
<td>Discount</td>
</tr>
<tr>
<td>Fed-Elig</td>
<td>Yes</td>
</tr>
<tr>
<td>Changeable Underlying Accptd Drafts</td>
<td>Yes</td>
</tr>
<tr>
<td>Income Payment Type (Discount)</td>
<td>D</td>
</tr>
<tr>
<td>Foreign Currency Denominated</td>
<td>No</td>
</tr>
<tr>
<td>Currency Code</td>
<td>USD</td>
</tr>
<tr>
<td>U.S. $ Pymt Option</td>
<td>No</td>
</tr>
<tr>
<td>Periodic/Amort Principal</td>
<td>No</td>
</tr>
<tr>
<td>Indexed Principal</td>
<td>No</td>
</tr>
<tr>
<td>Repayment Put Option</td>
<td>No</td>
</tr>
<tr>
<td>Call</td>
<td>No</td>
</tr>
<tr>
<td>Extendable Maturity</td>
<td>No</td>
</tr>
<tr>
<td>Renewable Note</td>
<td>No</td>
</tr>
<tr>
<td>Repayment Put Upon Death</td>
<td>No</td>
</tr>
</tbody>
</table>

Figure 2. Second DTC MMII Bankers’ Acceptance IPA Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component
<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSIP</td>
<td>0630B1MA4</td>
</tr>
<tr>
<td>Description</td>
<td>BAMMI TEST ACRONYM</td>
</tr>
<tr>
<td>RR<strong>DIS</strong></td>
<td>00002199-99</td>
</tr>
<tr>
<td>Type CUSIP</td>
<td>Discount</td>
</tr>
<tr>
<td>Fed-Elig</td>
<td>Yes</td>
</tr>
<tr>
<td>Changeable Underlying Accepted Drafts</td>
<td>Yes</td>
</tr>
<tr>
<td>Discount Rate (99.999)</td>
<td>2.500</td>
</tr>
</tbody>
</table>

Figure 3. Third DTC MMII Bankers’ Acceptance IPA Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component
<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSIP</td>
<td>0630B1MA4</td>
</tr>
<tr>
<td>Description</td>
<td>CBAMMI TEST ACRONYM</td>
</tr>
<tr>
<td>Type CUSIP</td>
<td>Discount</td>
</tr>
<tr>
<td>Fed-Elig</td>
<td>Yes</td>
</tr>
<tr>
<td>Changble Undrlyng Acct Drafts</td>
<td>Yes</td>
</tr>
<tr>
<td>Draft Face Value</td>
<td>500.00</td>
</tr>
<tr>
<td>Drawer</td>
<td>2199</td>
</tr>
<tr>
<td>Bank on Which Drawn</td>
<td>2199</td>
</tr>
<tr>
<td>Date Draft Drawn</td>
<td>01/21/1998</td>
</tr>
<tr>
<td>Date Draft Accepted</td>
<td>01/21/1998</td>
</tr>
<tr>
<td>Date Draft Matures</td>
<td>07/20/1998</td>
</tr>
<tr>
<td>Acceptance Number</td>
<td>1</td>
</tr>
<tr>
<td>Draft Serial No.</td>
<td>1</td>
</tr>
<tr>
<td>Shipment Date</td>
<td>01/21/1998</td>
</tr>
<tr>
<td>Tenor</td>
<td>Days After</td>
</tr>
<tr>
<td>LOC Bank Name</td>
<td></td>
</tr>
<tr>
<td>LOC No</td>
<td></td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Accepted Draft Type</td>
<td>U.S. Storage</td>
</tr>
<tr>
<td>The specific transactions which give rise to this Accepted Draft:</td>
<td>Are Described on Next Screen</td>
</tr>
</tbody>
</table>

Figure 4. Fourth DTC MMII Bankers’ Acceptance IPA Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component
<table>
<thead>
<tr>
<th>CUSIP: 0630B1MA4</th>
<th>Desc: CBAMMI TEST ACRONYM</th>
</tr>
</thead>
<tbody>
<tr>
<td>RR<strong>DIS</strong>D012198M072098GLN$</td>
<td></td>
</tr>
<tr>
<td>Type CUSIP: Discount Fed-Elig: Yes Changble Undrlyng Accepted Drafts: Yes</td>
<td></td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>MESI</th>
<th>BA ACCEPTED DRAFT COMPONENT NO.</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUNTRY OR COMMODITY VALUATION</td>
<td>U.S. STATE</td>
<td></td>
</tr>
<tr>
<td>COMMODITY NAME</td>
<td>$</td>
<td>%</td>
</tr>
<tr>
<td>STOR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1) 1 FL</td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td>2) 2 FL</td>
<td>200.00</td>
<td></td>
</tr>
</tbody>
</table>

---

PF5/17: NEXT DRAFT PF7/19: PREV MENU PF8/20: END FUNC
PF9/21: SIGNOFF

**Figure 5. Fifth DTC MMII Bankers’ Acceptance IPA Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component**
Figure 6. Sixth DTC MMII Bankers’ Acceptance IPA Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component

Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

Step 3 Press the ‘PF7/19’ key to return to the DTC MMII Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu Screen (Section 10.04, Figure 3).

Step 4 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.04.2 How To View An Audit Trail Of Transactions In This BA

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 2 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 10.04, Figure 3).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Transactn Accepted &amp; Processed For CUSIP Screen (Figure 1).</td>
</tr>
</tbody>
</table>

![](image)

**Figure 1. DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Trasnactn Accepted & Processed Screen**
Step 3 Enter the corresponding item number for the desired transaction in the To View Details, Please Enter Selection Number field.

Step 4 Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen (Figure 2). Press the ‘PF11/23’ key to obtain subsequent screens containing audit trail transaction information about the BA.
<table>
<thead>
<tr>
<th>Security Description</th>
<th>Status Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Description: BAMMI MA98<em>DIS</em>GL@$</td>
<td>Input Status: VALID</td>
</tr>
<tr>
<td>Long Description: BAMMI TEST ACRONYM</td>
<td>Input Time: 01/21/1998 08:06:53</td>
</tr>
<tr>
<td>RR<strong>DIS</strong>D012198M072098GLN$</td>
<td>Input Media: PTS</td>
</tr>
<tr>
<td>Sub-Issue Type: 502 Bankers' Acceptance</td>
<td>DTC Reference #: 1998-01-21-08.06.53.318122</td>
</tr>
<tr>
<td></td>
<td>Signon Id: 00002199-99</td>
</tr>
<tr>
<td></td>
<td>Terminal Id: QU49</td>
</tr>
<tr>
<td></td>
<td>Process Status: TO ATP</td>
</tr>
<tr>
<td></td>
<td>Process Time: 01/21/1998 08:15 AM</td>
</tr>
</tbody>
</table>

Figure 2. First DTC MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen for a sample Discount Type BA with one Draft Component
Figure 3. Second DTC MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen for a sample Discount Type BA with one Draft Component
**Figure 4.** Third DTC MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen for a sample Discount Type BA with one Draft Component
Figure 5. Fourth DTC MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen for a sample Discount Type BA with one Draft Component.
Figure 6. Fifth DTC MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen for a sample Discount Type BA with one Draft Component
Figure 7. Sixth MMI Bankers' Acceptance IPA Inquiry Function Original Issuance Audit Trail, Settlement Date Screen for a sample Discount Type BA with one Draft Component
END OF ORIGINAL ISSUANCE DATA
X$V1/MM67 DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99 Original Issuance Audit Trail, Settlement Date 01/21/1998
HH:MM:SS
==========================================================================
====
CUSIP: 0630B1MA4 Desc: ¢BAMMI TEST ACRONYM
RR**DIS**D012198M072098GLN$
Type CUSIP: Discount Fed-Elig: Yes Changble Undriyng Acptd Drafts: Yes
==========================================================================
====
---------- B A C C E P T E D   D R A F T   C E R T I F I C A T I O N -
----
ISSUER'S AGENT CERTIFIED ACCEPTING BANK ISSUER'S ACCEPTANCE OF THE DRAFTS
DESCRIBED IN THE PRECEDING SCREENS
* * * * * * * * * * * *
TO RETURN TO THE AUDIT TRAIL SELECTION MENU SCREEN, PLEASE PRESS PF7
==========================================================================
====
PF7/19: PREV MENU PF8/20: END FUNC PF9/21: SIGNOFF

Figure 8. Seventh MMI Bankers’ Acceptance IPA Inquiry Function Original Issuance
Audit Trail, Settlement Date Screen for a sample Discount Type BA with one
Draft Component

Note: The other previous inquiry screens appear more than one
time each, based upon the number of components in the BA draft.

Step 5 Press the ‘PF7/19’ key to return to the DTC MMI Bankers’
Acceptance IPA Inquiry Function Type Inquiry Selection Menu
Screen (Section 10.04, Figure 3).

Step 6 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main
  Menu Screen (Section 10.02, Figure 2).
10.04.3 How To Inquire About Issuances Of This BA Awaiting Future Settlement

Step 1
Enter 3 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 10.04, Figure 3).

Step 2
Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement For CUSIP Screen (Figure 1).

```
X$V1/MM38   DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99 AUDIT TRAIL SELECTION MENU-ISSUANCES AWAITING SETTLEMENT
HH:MM:SS
FOR CUSIP 0630BAJD2
---------

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>ISSUE-RCVNG INP</th>
<th>BA</th>
<th>ACCEPTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRAFTS TRANSACTION</td>
<td>AGENT</td>
<td>PART</td>
<td>MED</td>
</tr>
<tr>
<td>1) Orig Issuance</td>
<td>2199</td>
<td>2198</td>
<td>PTS</td>
</tr>
</tbody>
</table>

Outstanding After Above Transactions: 6000
6000.00
Other Transactions Not Viewable Here: 6000
Outstanding After All Transactions: 0
6000.00

TO VIEW DETAILS, PLEASE ENTER SELECTION NUMBER ----- AND PRESS ENTER KEY

---------
PF7/19: PREV MENU PF8/20: END FUNCTION PF9/21: SIGNOFF
```

Figure 1. DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit trail Selection Menu – Issuances Awaiting Settlement For CUSIP Screen
Step 3  Enter the desired transaction number in the To View Details, Please Enter Selection Number field.

Step 4  Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen (Figure 2). Press the ‘PF11/23’ key to obtain subsequent screens containing audit trail transaction information about the BA.
Figure 2. First DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component
**Figure 3. Second DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component**
PRESS PF11 TO GO TO NEXT SCREEN
X$V1/MM42      DTC MMI Bankers’ Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99   Audit Trail, Issuance Awaiting 05/01/1998 Settlement
HH:MM:SS
--------------------------------------------------------------------------
CUSIP: 0630BAJD2  Desc: CBAMM TEST ACRONYM
*1**DIS**D021000M091400GF8@
Type CUSIP: Discount  Fed-Elig: Yes Changble Undriyng Accptd Drafts: Yes
--------------------------------------------------------------------------

-------------------------- B A F E A T U R E S ------------------------

Income Payment Type (Discount): D  Foreign Currency Denominated: No
Currency Code: USD
U.S. $ Pymt Option:
Periodic/Amort Principal: No  Interest Rate Reset: No
Indexed Principal: Yes  Interest Pymt Freq Reset: No
Repayment Put Option: No  Interest Step-Up: Yes
Call: No  Interest Step-Up Rate: 3.021
Extendable Maturity: No  Interest Step-Up Date: 05/19/1998
Renewable Note: No
Repayment Put Upon Death: No
--------------------------------------------------------------------------

PF7/19: PREV MENU  PF8/20: END FUNCTION  PF9/21: SIGNOFF

Figure 4. Third DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail,
Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with
one Draft Component
Figure 5. Fourth DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component
Figure 6. Fifth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component
<table>
<thead>
<tr>
<th>CUSIP: 0630BAJD2</th>
<th>Desc: GBAMMI TEST ACRONYM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type CUSIP: Discount</td>
<td>Fed-Elig: Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Draft Face Value: 6000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drawer: B2 CASE 7</td>
</tr>
<tr>
<td>Bank on Which Drawn: BANCO</td>
</tr>
<tr>
<td>Date Draft Drawn: 05/01/1998</td>
</tr>
<tr>
<td>Date Draft Accepted: 05/01/1998</td>
</tr>
<tr>
<td>Date Draft Matures: 09/14/1998</td>
</tr>
<tr>
<td>Serial Number:</td>
</tr>
<tr>
<td>Shipment Date: 03/15/1998</td>
</tr>
<tr>
<td>Sight Date:</td>
</tr>
<tr>
<td>Warehouse Receipt Date: 03/15/1998</td>
</tr>
<tr>
<td>LOC Bank Name:</td>
</tr>
<tr>
<td>BANK LOCATION NAME</td>
</tr>
<tr>
<td>LOC No: LOCATION NUMBER</td>
</tr>
<tr>
<td>Comments:</td>
</tr>
<tr>
<td>Accepted Draft Type: Foreign Storage</td>
</tr>
</tbody>
</table>

Accepted Draft Type: Foreign Storage The specific transactions which give rise to this Accepted Draft: Are Described on Next Screen

---

**Figure 7. Sixth DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component**
Figure 8. Seventh DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component
END OF ORIGINAL ISSUANCE DATA
X$V1/MM67  DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99  Audit Trail, Issuance Awaiting 05/01/1998 Settlement
HH:MM:SS
==========================================================================
====
CUSIP:    0630BAJD2    Desc:  ¢BAMMI TEST ACRONYM
*1**DIS**D02100M091400GF@$
Type CUSIP:  Discount    Fed-Elig:  Yes  Changble Undrlyng Acptd Drafts: Yes
==========================================================================
====
---------- B A   A C C E P T E D   D R A F T   C E R T I F I C A T I O N -
----
ISSUER'S AGENT CERTIFIED ACCEPTING BANK ISSUER'S ACCEPTANCE OF THE DRAFTS
DESCRIBED IN THE PRECEDING SCREENS
* * * * * * * * * * * *
TO RETURN TO THE AUDIT TRAIL SELECTION MENU SCREEN, PLEASE PRESS PF7
==========================================================================
====
PF7/19: PREV MENU    PF8/20: END FUNC    PF9/21: SIGNOFF

Figure 9. Eighth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail,
Iссuance Awaiting Settlement Date Screen for a sample Discount Type BA with
one Draft Component
Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

Step 5  Press the ‘PF7/19’ key to return to the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu Screen (Section 10.04, Figure 3).

Step 6  Press any of the following:
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.04.4 How To Inquire About Issuances Of This BA Awaiting Future Settlement, And Cancelled

Step 1  Enter 4 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 10.04, Figure 3).

Step 2  Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement, And Cancelled For CUSIP Screen (Figure 1).

---

XSV1/MM38    DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY     00002199-99 AUDIT TRAIL, ISSUANCES AWAITING SETTLEMENT, AND CANCELLED
HH:MM:SS     FOR CUSIP 0630BAJE0

===============================================

-----           ISS   RCVNG INP   BA         ACCEPTED
DRAFTS         TRANSACTION AGENT PART MED STAT FACE VALUE FACE
VALUE

1) Orig Issuance 2199 2198 PTS CAN 1000
10000.00

Outstanding After Above Transactions: 1000
10000.00

Other Transactions Not Viewable Here: N/A

Outstanding After All Transactions: 1000
10000.00

TO VIEW DETAILS, PLEASE ENTER SELECTION NUMBER =====> AND PRESS ENTER
KEY

===============================================

PF7/19: PREV MENU    PF8/20: END FUNCTION    PF9/21: SIGNOFF

---

Figure 1. First DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement, And Cancelled For CUSIP Screen
Step 3 Enter the corresponding item number for the desired transaction in the To View Details, Please Enter Selection Number field.

Step 4 Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Awaiting Settlement, Canceled Screen (Figure 2). Press the ‘PF11/23’ key to obtain subsequent screens containing audit trail transaction information about the BA.

Figure 2. First DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Issuances Awaiting Settlement, Canceled Screen for a sample Discount Type BA with one Draft Component
Figure 3. Second DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail

Issuances Awaiting Settlement, Cancld Screen for a sample Discount Type BA with one Draft Component
Figure 4. Third DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail
Issuances Awaiting Settlement, Canceled Screen for a sample Discount Type BA with one Draft Component
Figure 5. Fourth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail
Issuances Awaiting Settlement, Cancld Screen for a sample Discount Type BA with one Draft Component
Figure 6. Fifth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail
Issuances Awaiting Settlement, Cancelled Screen for a sample Discount Type BA with one Draft Component

<table>
<thead>
<tr>
<th>CUSIP:</th>
<th>0630BAJE0</th>
<th>Desc:</th>
<th>Not Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
<td>Int Bearng</td>
<td>Fed-Elig:</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Changble Undrlyng Acctd Drafts:</td>
<td>No</td>
</tr>
</tbody>
</table>

---------- BA ACCEPTED DRAFT COMPONENT NO. 1 ------------

<table>
<thead>
<tr>
<th>Draft Face Value:</th>
<th>10000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drawer:</td>
<td>TEST DRAWER</td>
</tr>
<tr>
<td>City of Drawer:</td>
<td>NEW YORK</td>
</tr>
<tr>
<td>Bank on Which Drawn:</td>
<td>TEST BA BANK</td>
</tr>
<tr>
<td>Date Draft Drawn:</td>
<td>02/24/1998</td>
</tr>
<tr>
<td>Date Draft Accepted:</td>
<td>02/24/1998</td>
</tr>
<tr>
<td>Date Draft Matures:</td>
<td>02/27/1999</td>
</tr>
<tr>
<td>Acceptance Number:</td>
<td>1</td>
</tr>
<tr>
<td>Draft Serial No.:</td>
<td></td>
</tr>
<tr>
<td>Shipment Date:</td>
<td>02/24/1998</td>
</tr>
<tr>
<td>Sight Date:</td>
<td></td>
</tr>
<tr>
<td>LOC Bank Name:</td>
<td></td>
</tr>
<tr>
<td>LOC No:</td>
<td></td>
</tr>
<tr>
<td>Comments:</td>
<td>Accepted Draft Type: Export/Import The specific transactions which give rise to this Accepted Draft: Descriptions Available From Iss Agent</td>
</tr>
</tbody>
</table>

---

Figure 7. Sixth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail
issements Awaiting Settlement, Cancelled Screen for a sample Discount Type BA with one Draft Component

Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

Step 5 Press the ‘PF7/19’ key to return to the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu Screen (Section 10.04, Figure 3).

Step 6 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.04.5 How To Inquire About Issuances Of This BA Rejected By DTC

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 5 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 10.04, Figure 3).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Issuances Rejected By DTC Screen (Figure 1).</td>
</tr>
</tbody>
</table>

**Figure 1. First DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail Selection Menu – Issuances Rejected By DTC Screen**
Step 3 Enter the corresponding item number for the desired transaction number in the To View Details, Please Enter Selection Number field.

Step 4 Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen (Figure 2). Press the ‘PF11/23’ key to obtain subsequent screens containing information about the BA.

PRESS PF11 TO GO TO NEXT SCREEN
XSV1/MM10 DTC MMI Bankers’ Acceptance IPA Inquiry Function
HH:MM:SS

---------------------------- SECURITY DESCRIPTION -----------------------------
Short Description: £BAMMI#MP98*DIS*GL@$
Long Description: £BAMMI TEST ACRONYM *1**DIS**D031198M122398GL@$
Sub-Issue Type : 502 Bankers' Acceptance

---------------------------- STATUS INFORMATION -----------------------------
Input Status : VALID
Input Time : 03/17/1998 10:11:18
Input Media : PTS
DTC Reference #: 1998-03-17-10.11.18.331812
Signon Id : 00002199-99
Terminal Id : QU48

Process Status : REJECTED
Process Time : 03/17/1998 05:15 PM

-----------------------------------------
2/14: SUMMARY SCREEN 4/16: HELP 8/20: END
MENU

Figure 2. First DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
Figure 3. Second DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
X$V1/MM42      DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99    Audit Trail, Issuance Rejected By DTC on 03/17/1998
HH:MM:SS
==========================================================================
 ====
CUSIP:    0630B1MP1    Desc:  *BAMMI TEST ACRONYM
*1**DIS**D031198M122398GL8$
Type CUSIP: Discount    Fed-Elig: Yes  Changble Undriyng Acctd Drafts: Yes
==========================================================================
----
--------------------------  B A  F E A T U R E S  ------------------------
----
Income Payment Type (Discount): D    Foreign Currency Denominated: No
Currency Code: USD
U.S. $ Pymt Option:
Periodic/Amort Principal: No    Interest Rate Reset: No
Indexed Principal: No    Interest Pymt Freq Reset: No
Repayment Put Option: No    Interest Step-Up: No
Call: No    Interest Step-Up Rate: No
Extendable Maturity: No
Renewable Note: No
Repayment Put Upon Death: No
==========================================================================
----
PF7/19: PREV MENU         PF8/20: END FUNCTION         PF9/21: SIGNOFF
MENU

Figure 4. Third DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
PRESS PF11 TO GO TO NEXT SCREEN
XSV1/MM45 DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99 Audit Trail, Issuance Rejected By DTC on 03/17/1998
HH:MM:SS

-------------------------------------------------------------------------------

CUSIP: 0630B1MP1 Desc: $BAMMI TEST ACRONYM
*1**DIS**D031198M122398GL8$ Type CUSIP: Discount Fed-Elig: Yes Changble Undriyng Acctd Drafts:
Yes

-------------------------------------------------------------------------------

---------------------INCOME PAYMENT---------------------

Discount Rate (99.999) : 11.110

-------------------------------------------------------------------------------

PF7/19: PREV MENU PF8/20: END FUNCTION PF9/21: SIGNOFF
MENU

Figure 5. Fourth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
### BA Accepted Draft Component No. 4

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draft Face Value</td>
<td>1000.00</td>
</tr>
<tr>
<td>Drawer</td>
<td>99</td>
</tr>
<tr>
<td>City of Drawer</td>
<td>99</td>
</tr>
<tr>
<td>Bank on Which Drawn</td>
<td>99</td>
</tr>
<tr>
<td>Date Draft Drawn</td>
<td>03/17/1998</td>
</tr>
<tr>
<td>Date Draft Accepted</td>
<td>03/17/1998</td>
</tr>
<tr>
<td>Date Draft Matures</td>
<td>12/25/1998</td>
</tr>
<tr>
<td>Acceptance Number</td>
<td></td>
</tr>
<tr>
<td>Draft Serial No.</td>
<td></td>
</tr>
<tr>
<td>Shipment Date</td>
<td>11/11/1998</td>
</tr>
<tr>
<td>Sight Date</td>
<td></td>
</tr>
<tr>
<td>Warehouse Receipt Date</td>
<td></td>
</tr>
<tr>
<td>LOC Bank Name</td>
<td></td>
</tr>
<tr>
<td>LOC No</td>
<td></td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Accepted Draft Type</td>
<td>U.S. Storage</td>
</tr>
<tr>
<td>The specific transactions</td>
<td></td>
</tr>
<tr>
<td>which give rise to this</td>
<td></td>
</tr>
<tr>
<td>Accepted Draft</td>
<td></td>
</tr>
<tr>
<td>Are Described on Next</td>
<td></td>
</tr>
<tr>
<td>Screen</td>
<td></td>
</tr>
</tbody>
</table>

---

**Figure 6.** Fifth DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
Figure 7. Sixth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
Figure 8. Seventh DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components.
Figure 9. Eighth DTC MMI Bankers' Acceptance IPA Inquiry Function Audit Trail, Issuance Rejected By DTC Screen for a sample Discount Type BA with two Draft Components
END OF ADDITIONAL ISSUANCE DATA
X$V1/MM67   DTC MMI Bankers' Acceptance IPA Inquiry Function
MM/DD/YY
00002199-99  Audit Trail, Issuance Rejected By DTC on 03/17/1998
HH:MM:SS
-----------------------------------------------------
CUSIP: 0630B1MF1   Desc: BAMMI TEST ACRONYM
*1**DIS**D031198M122398GL8$
Type CUSIP: Discount   Fed-Elig: Yes  Changble Undrlyng Acptd Drafts: Yes
-----------------------------------------------------

-------- B A  A C C E P T E D  D R A F T  C E R T I F I C A T I O N -
--------

ISSUER'S AGENT CERTIFIED ACCEPTING BANK ISSUER'S ACCEPTANCE OF THE DRAFTS
DESCRIBED IN THE PRECEDING SCREENS

* * * * * * * * * * * *

TO RETURN TO THE AUDIT TRAIL SELECTION MENU SCREEN, PLEASE PRESS PF7
-----------------------------------------------------
-----
PF7/19: PREV MENU   PF8/20: END FUNC   PF9/21: SIGNOFF

Figure 10. Eighth DTC MMI Bankers’ Acceptance IPA Inquiry Function Audit Trail,
Issuance Rejected By DTC Screen for a sample Discount Type BA with two
Draft Components
Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

Step 5 Press the ‘PF7/19’ key to return to the DTC MMI Bankers’ Acceptance IPA Inquiry Function Type Inquiry Selection Menu Screen (Section 10.04, Figure 3).

Step 6 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.05 How To Submit Issuance Instructions For Bankers’ Acceptances

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| Step 1 | Enter the following information on the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2):
- Option: enter 1.
- MMI Type: enter 14. |

Step 2 | Press the 'ENTER' key to obtain the first Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 1). |

![Figure 1. The Depository Trust Company First Issuance Instruction For: Bankers’ Acceptance Screen](image)
Step 3  
Enter the BA CUSIP number in the BA CUSIP Number field on the The Depository Trust Company first Issuance Instruction For: Institutional CD Screen.

and

Press the 'ENTER' key. The Participant is then prompted to enter the Issuance and DO information for the validated BA CUSIP number (Figure 2).

---

**Figure 2. The Depository Trust Company First Issuance Instruction For: Bankers’ Acceptance Screen with information**
Step 4

Press the ‘PF11/23’ key to obtain the second Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 3).
The Depository Trust Company Second Issuance Instruction For: Bankers’ Acceptance Screen

<table>
<thead>
<tr>
<th>Feature</th>
<th>Setting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Payment Type</td>
<td>D</td>
</tr>
<tr>
<td>Foreign Currency Denominated</td>
<td>N</td>
</tr>
<tr>
<td>Currency Code</td>
<td>USD</td>
</tr>
<tr>
<td>U.S. $ Pymt Option</td>
<td>Y</td>
</tr>
<tr>
<td>Periodic/Amort Principal</td>
<td>N</td>
</tr>
<tr>
<td>Indexed Principal</td>
<td>N</td>
</tr>
<tr>
<td>Interest Rate Reset</td>
<td>N</td>
</tr>
<tr>
<td>Interest Pymt Freq Reset</td>
<td>N</td>
</tr>
<tr>
<td>Repayment Put Option</td>
<td>N</td>
</tr>
<tr>
<td>Interest Step-Up</td>
<td>N</td>
</tr>
<tr>
<td>Call</td>
<td>N</td>
</tr>
<tr>
<td>Interest Step-Up Rate (99.999)</td>
<td></td>
</tr>
<tr>
<td>Interest Step-Up Date (MMDDCCYY)</td>
<td></td>
</tr>
<tr>
<td>Extendable Maturity</td>
<td>N</td>
</tr>
<tr>
<td>Renewable Note</td>
<td>N</td>
</tr>
<tr>
<td>Repayment Put Upon Death</td>
<td>N</td>
</tr>
</tbody>
</table>

Figure 3. The Depository Trust Company Second Issuance Instruction For: Bankers’ Acceptance Screen
Step 5  Press the ‘PF11/23’ key to obtain the third The Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 4).

Note: If this is an original issuance, the Depository Trust Company BA Accepted Draft Information Screen appears (Section 10.05.1, Figure 1), where you will add the new draft components. You can only add accepted draft components for Discount type BA CUSIPs.

Step 6  Press the ‘PF11/23’ key to obtain the fourth The Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 5).
Figure 5. The Depository Trust Company Fourth Issuance Instruction For: Bankers’ Acceptance Screen
Step 7  Press the ‘PF1/13’ key to process the issuance or enter X to the left of one of the following:

- View Existing Draft Components: Refer to Section 10.03.4, Steps 2 through 4, for further information
- Add Accepted Draft Components: Refer to Section 10.05.1 for further information.

Step 8  Press any of the following:

- ‘PF7/19’ key to return to the previous screen.
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
10.05.1 How To Add A New Draft Component

**Step 1**
Press the ‘PF11/23’ key to obtain the Depository Trust Company BA Accepted Draft Information Screen (Figure 1).

![Figure 1. The Depository Trust Company BA Accepted Draft Information Screen](image-url)
Step 2

Enter the following information on the Depository Trust Company BA Accepted Draft Information Screen. Press the ‘PF4/16’ key to obtain a Help Screen:

- **BA Component Number**: enter the next number that occurs after the last component number.
- **Draft Face Value**: enter the face value of the draft; a maximum of 13 digits can be entered in $99,999,999,999.99 format.
- **Drawer**: enter the Drawer name. A Drawer does not have to be a DTC Participant. A Drawer is often referred to as the borrower of the draft; a maximum of 30 characters can be entered.
- **City of Drawer**: enter the city name where the Drawer is located; optional.
- **Bank on Which Drawn**: enter the ABA number of the bank or the actual name of the bank where the draft was drawn.
- **Date Draft Drawn**: enter the date that the draft was drawn in MMDDCCYY format. This date must come before or be equal to the BA Settlement Date.
- **Date Draft Accepted**: enter the date that the draft was accepted in MMDDCCYY format. This date must come before or be equal to the Date Draft Drawn.
- **Date Draft Matures**: enter the date that the draft will mature in MMDDCCYY format.
- **Draft Serial No.**: enter the serial number of the draft; enter a maximum of 18 characters; optional.
- **Shipment Date**: enter the date that the goods will be shipped in MMDDCCYY format. This field is optional if the Type of accepted draft is U.S. Storage, Foreign Storage, or Dollar Exchange. If any other Type of Accepted Draft is selected, the Sight Date or the Shipment Date must be entered.
- **Sight Date**: enter the date that the goods were sighted at the warehouse; enter in MMDDCCYY format. This field is optional if the Type of accepted draft is U.S. Storage, Foreign Storage, or Dollar Exchange. If any other Type of Accepted Draft is selected, the Sight Date or the Shipment Date must be entered.
- **Tenor**: Enter the number of calendar days after the Sight, Shipment, Draft Drawn, Draft Accepted dates or another valid date in MMDDCCYY format. This field indicates the tenor number of days of the draft; this field must be entered if the Days After field has a value in it.
- Days After: describes the terms of the tenor number of days as occurring after the Shipment, Sight, Accepted Date, Drawn Date or a valid date (in MMDDCCYY format).
- Warehouse Receipt Date: enter the date that the goods are received at the warehouse in MMDDCCYY format. This field must be filled in if the Accepted Draft Type is equal to U.S. Storage or Foreign Storage.
- LOC Bank Name: enter the Letter of Credit Bank Name. This field must be filled in if the LOC Bank Number is entered; optional.
- LOC No.: enter the Letter of Credit Bank number. This field must be filled in if the LOC Bank Name is entered; optional.
- Comments: enter a maximum of 78 characters of free-form text relating to the draft; optional.
- Enter X to the left of the type of Accepted Draft.
- Enter X to the left of the specific transactions which give rise to this accepted draft.
Step 3 Press any of the following:

- ‘PF1/13’ to add the draft component.
- ‘PF3/15’ key to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 2).
- ‘PF4/16’ key to obtain a Help Screen.
- ‘PF5/17’ key to enter the next draft.
- ‘PF7/19’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
**Figure 2. The Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen**

**Step 4** Enter the following information on the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen:

- **Commodity Name:** enter a maximum of 30 characters describing the commodity name. This must be filled in if the user selects Are Described Below for the Transaction Description Indicator from the BA Accepted Draft Information Screen (Section 10.03, Figure 1).
- **Commodity Valuation:** enter a dollar amount or a percentage. A maximum of 15 digits can be entered if the user enters a dollar amount. A maximum of seven digits can be entered if the user enters a percentage. The user can also leave this field blank. The user must be consistent.
- **Country or US State of Origin:** enter the three-character ISO Country Code or US Postal Code.
- **Destination:** enter the three-character ISO Country Code or U.S. Postal Code.
- **Storage:** enter the three-character ISO Country Code or U.S. state destination.
**Step 5**
Press the ‘ENTER’ key to validate the data. The message ‘COMMODITY DATA HAS BEEN VALIDATED’ appears on the screen (Figure 3).

```
COMMODITY DATA HAS BEEN VALIDATED
X$V1/MM26               THE DEPOSITORY TRUST COMPANY              MM/DD/YY
00002199-99   ISSUANCE INSTRUCTION FOR: Bankers' Acceptance       HH:MM:SS
==========================================================================
```

*Figure 3. The Depository Trust Company Issuance Instruction For: Bankers' Acceptance Screen with message*

**Step 6**
Press the ‘PF1/13’ to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 4).

```
X$V1/MM29               THE DEPOSITORY TRUST COMPANY              MM/DD/YY
00002199-99   ISSUANCE INSTRUCTION FOR: Bankers' Acceptance       HH:MM:SS
==========================================================================
-- BA CUSIP 0630B1MP1  ACCEPTED DRAFT COMPONENT NO. 009  ------
COMMODITY VALUATION
$_  _
Total Valuation:  7000.00
This Draft Face Value:  7000.00 This Issuance Instruction
All Drafts Face Value:  20000.00 This Issuance Instruction
Please Press PF5 To Add More Accepted Draft Components, Or PF1 If This Issuance Is Complete.
==========================================================================
```

*Figure 4. The Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen*

**Step 7**
Press the ‘PF1/13’ key to return to the DTC Accepted Draft(s) Issuance Instruction Screen (Section 10.03, Figure 2). The message ‘PRESS PF1 TO PROCESS’ appears on the screen (Figure 5).
Figure 5. The DTC Accepted Draft(s) Issuance Instruction For: Bankers’ Acceptance Screen with message
Step 8 Press the ‘PF1/13’ key to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 6).

Step 9 Enter Y to acknowledge your acceptance of the draft(s) described in the preceding update instruction screens.

Step 10 Press the ‘PF6/18’ key to process the BA issuance. The message ‘TRANSACTION SUCCESSFUL’ appears on the DTC Accepted Draft(s) Issuance Instruction For: Bankers’ Acceptance Screen (Figure 7).

Step 11 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
• ‘PF10/22’ key to scroll backward.
• ‘PF11/23’ key to scroll forward.
• ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
2.53 MONEY MARKET INSTRUMENTS BANKERS’ ACCEPTANCE INQUIRY (MMBI)

Overview

How To Inquire

How To Inquire About The Current Status Of This BA

How To View The History Of Transactions In This BA Submitted By The IA Or PA, And Accepted And Processed By DTC

How To Inquire About Issuances Of This BA Awaiting Future Settlement

How To Inquire About Issuances Of This BA Awaiting Future Settlement, And Cancelled

Messages and Corrections
2.53.01 Overview

Bankers’ Acceptances (BAs) are short term, U.S. dollar-denominated time drafts that are issued to finance import, export, domestic shipment or storage of goods transactions. These “accepted” time drafts are typically drawn on and later accepted by the same bank. By stamping a draft “accepted”, the bank becomes the creator and issuer of the BA and makes an unconditional promise to pay the holder of the BA the face amount at maturity. The accepting bank plays the role of intermediary between the merchant seeking a short-term loan and the investor looking for a safe short-term investment. The maturity periods for BAs typically range from 30 days to six months. BAs are usually sold at a discount from their face value.

The key players involved in the Bankers’ Acceptance arenas are:

- The Issuers in the BA market: These are mostly foreign banks selling a bundle of accepted drafts that were issued to finance the export, import, domestic shipment or storage of goods.

- The Issuing and Paying Agents: These are enlisted by the Issuer to issue the BA and make payments on their behalf. The Agents are mostly the large money center banks.

- The Dealers and Brokers: These are mostly security firms who act as the middlemen or financial intermediaries in the distribution (the buying and selling) of MMI (money market instruments) securities. A difference between a Dealer and a Broker is that a Dealer acquires some of the securities it handles for its own positions/investments, while a Broker will turn around all the securities it acquires to its clients.

- The Investors in money market instruments: These include institutional investors, commercial banks, money market mutual funds, Dealers, state and local governments, pension funds and insurance companies.

- Drawers: These are often referred to as the borrowers of a draft. They do not have to be DTC Participants. Drawers are (for the most part) firms engaged in U.S. imports and exports and foreign banks seeking to finance international trade not involving the United States.
Accepting Banks: These are lending banks that create almost all of the acceptance drafts. Accepting Banks are usually large money center banks, large banks located in seaboard states or principal grain trading cities, and United States branches and agencies of foreign banks.

The user can perform two types of Bankers' Acceptance functions. The user can perform a Bankers’ Acceptance update, which allows the user to update the components within a Bankers’ Acceptance or can perform a Bankers’ Acceptance Inquiry which allows the user to inquire about the components within a Bankers’ Acceptance.
2.53.02 How To Inquire

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter ‘MMBI’ when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

```
<table>
<thead>
<tr>
<th>X$V1</th>
<th>DEPOSITORY TRUST</th>
<th>MM/DD/YY</th>
</tr>
</thead>
<tbody>
<tr>
<td>00002199-99</td>
<td>Participant TERMINAL SYSTEM</td>
<td>HH:MM:SS</td>
</tr>
</tbody>
</table>

ENTER FUNCTION: MMBI
```

*Figure 1. MMBI Enter Function Prompt Screen*

Step 2 Press the ‘ENTER’ key to obtain the DTC MMI Bankers’ Acceptance Participant Inquiry Function BA Selection Screen (Figure 2).
PLEASE ENTER YOUR SELECTION CRITERIA AND PRESS ENTER KEY
X$VI/MM35 DTC MMI Bankers' Acceptance Participant Inquiry Function
MM/DD/YY
00002199-99 BA SELECTION SCREEN
HH:MM:SS

PLEASE ENTER YOUR BA INQUIRY SELECTION CRITERIA BELOW. YOU MAY ENTER AS FEW OR AS MANY CRITERIA AS YOU WISH TO NARROW THE RANGE OF CUSIPs SUBJECT TO YOUR INQUIRY. TO INQUIRE INTO A KNOWN CUSIP, JUST ENTER IT ON LINE 1 AFTER 'From'.

1) BA CUSIP Number From: To:
2) BA CUSIP Base Issuer Number:
3) Issuer Acronym:
4) Starting Orig Iss Input Date:
5) Starting Orig Iss Settl Date:
6) Starting Maturity Date:
7) Unmatured / Matured BAs: (U=Unmatured, M=Matured)
8) Type of CUSIP: (D=Discount, I=Int-Bear)
9) Issuing Agent (IA) Part Number: 0161
10) Paying Agent (PA) Part Number:
11) Receiving Participant Number:

AFTER MAKING YOUR BA SELECTIONS ON THE LINE(S) ABOVE, PLEASE PRESS ENTER KEY

7/19: PREVIOUS MENU 8/20: END FUNCTION 9/21: SIGNOFF
12/24: MAIN MENU

Figure 2. DTC MMI Bankers’ Acceptance Participant Inquiry Function BA Selection Screen
Step 3 Enter one or more of the following on the DTC MMI Bankers’ Acceptance Participant Inquiry Function BA Selection Screen to narrow the amount of information retrieved:

- **BA CUSIP Number (From/To)**: enter a range of valid Bankers’ Acceptance (BA) CUSIP numbers to view information for a specific range of BA CUSIPs or enter a single BA CUSIP to view information for that specific CUSIP.
- **BA CUSIP Base Issuer Number**: enter the first six positions of the BA CUSIP number; optional.
- **Issuer Acronym**: enter the four characterIssuer acronym; optional.
- **Starting Orig Iss Input Date**: enter the date the original issuance was input into DTC in MMDDCCYY format; optional.
- **Starting Orig Iss Settl Date**: enter the starting original issue settlement date in MMDDCCYY format; optional.
- **Starting Maturity Date**: enter the starting maturity date in MMDDCCYY format; optional.
- **Unmatured/Matured BAs**: enter one of the following; optional:
  - U: Unmatured
  - M: Matured
- **Type of CUSIP**: enter one of the following; optional:
  - D: Discount
  - I: Interest Bearing
- **Issuing Agent (IA) Part Number**: enter your valid Issuing Agent Participant number; optional.
- **Paying Agent (PA) Part Number**: enter your valid Paying Agent Participant number; optional.
- **Receiving Participant Number**: enter your valid receiving Participant number; optional.

Step 4 Press the ‘ENTER’ key to obtain the DTC MMI Bankers’ Acceptance Participant Inquiry Screen CUSIP Selection Screen (Figure 3).
<table>
<thead>
<tr>
<th>CUSIP</th>
<th>ISSUER</th>
<th>INPUT DATE</th>
<th>SETTLEMENT DATE</th>
<th>MATURITY DATE</th>
<th>TYPE</th>
<th>ISSNG</th>
<th>RCVNG</th>
</tr>
</thead>
<tbody>
<tr>
<td>0630B1MB5</td>
<td>MMI#</td>
<td>02/02/1998</td>
<td>02/02/1998</td>
<td>02/09/1998</td>
<td>DISC</td>
<td>2199</td>
<td>2198</td>
</tr>
<tr>
<td>0630B1MC6</td>
<td>MMI#</td>
<td>02/12/1998</td>
<td>02/24/1998</td>
<td>03/09/1998</td>
<td>DISC</td>
<td>2199</td>
<td>2198</td>
</tr>
<tr>
<td>0630B1MD7</td>
<td>MMI#</td>
<td>03/13/1998</td>
<td>03/25/1998</td>
<td>04/03/1998</td>
<td>DISC</td>
<td>2199</td>
<td>2198</td>
</tr>
</tbody>
</table>

**Figure 3. DTC MMI Bankers’ Acceptance Participant Inquiry Function CUSIP Selection Screen**

**Note:** If you entered a single BA CUSIP number on the DTC MMI Bankers’ Acceptance Participant Inquiry Function Screen (Figure 1) and pressed the ‘ENTER’ key, you will obtain the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu for CUSIP Screen (Figure 4). Go to Step 6, and proceed from there.

**Step 5** Enter the line number that appears to the left of the BA CUSIP number you want to view in the Please Enter Selection Number field.

**Step 6** Press the ‘ENTER’ key to obtain the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection For CUSIP Menu Screen (Figure 4).
SELECT TYPE OF INQUIRY AND PRESS ENTER KEY
X$V1/MM37 DTC MMI Bankers' Acceptance Participant Inquiry Function
MM/DD/YY 00002199-99 TYPE INQUIRY SELECTION MENU
HH:MM:SS FOR CUSIP FAY111B24
==========================================================================
====
TYPE INQUIRY:
1) Current Status Of This BA
2) History Of Transactions In This BA Submitted By The IA or PA, And Accepted And Processed By DTC
3) Issuances Of This BA Awaiting Future Settlement
4) Issuances Of This BA Awaiting Future Settlement, And Cancelled

PLEASE ENTER SELECTION NUMBER ——> AND PRESS ENTER KEY
==========================================================================
====
PF7/19: PREV MENU PF8/20: END FUNCTION
PF9/21: SIGNOFF PF12/24: MAIN MENU

Figure 4. DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu For CUSIP Screen

Step 7 Enter one of the following in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu For CUSIP Screen:

- 1: Current Status Of This BA (Section 2.52.1)
- 2: History Of Transactions In This BA Submitted By The IA or PA, And Accepted And Processed By DTC (Section 2.52.2)
- 3: Issuances Of This BA Awaiting Future Settlement (Section 2.52.3)
- 4: Issuances Of This BA Awaiting Future Settlement, And Cancelled (Section 2.52.4)
Step 8  Press the ‘ENTER’ key to obtain the appropriate screens. Refer to the sections listed above for further information.

Or

Press any of the following:

- ‘PF7/19’ key to return to the previous screen.
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen.
2.53.02.01 How To Inquire About The Current Status Of This BA

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter 1 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 2.52, Figure 4).</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance Participant Inquiry Function Current Status Screen (Figure 1). Press the ‘PF11/23’ key to obtain subsequent screens containing information about the BA.</td>
</tr>
</tbody>
</table>

Figure 1. First DTC MMI Bankers’ Acceptance Participant Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component
Figure 2. Second DTC MMI Bankers’ Acceptance Participant Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component

Figure 3. Third DTC MMI Bankers’ Acceptance Participant Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component
**Figure 4. Fourth DTC MMII Bankers' Acceptance Participant Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component**

<table>
<thead>
<tr>
<th>DRAWER</th>
<th>CITY OF DRAWER</th>
<th>BANK ON WHICH DRAWN</th>
<th>DATE DRAFT DRAWN</th>
<th>DATE DRAFT ACCEPTED</th>
<th>DATE DRAFT MATURES</th>
<th>ACCEPTANCE NUMBER</th>
<th>DRAFT SERIAL NO.</th>
<th>SHIPMENT DATE</th>
<th>SIGHT DATE</th>
<th>WAREHOUSE RECEIPT DATE</th>
<th>LOCATION BANK NAME</th>
<th>LOCATION BANK NUMBER</th>
<th>COMMENTS</th>
</tr>
</thead>
</table>

**Figure 5. Fifth DTC MMII Bankers' Acceptance Participant Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component**

<table>
<thead>
<tr>
<th>COUNTRY OR COMMODITY NAME</th>
<th>COMMODITY VALUATION</th>
<th>U.S. STATE OF ORIG DEST STOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) 1</td>
<td>300.00</td>
<td>FL</td>
</tr>
<tr>
<td>2) 2</td>
<td>200.00</td>
<td>FL</td>
</tr>
</tbody>
</table>
### Figure 6. Sixth DTC MMII Bankers’ Acceptance Participant Inquiry Function Current Status Screen for a sample Discount Type BA with one Draft Component

**Note:** The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

### Step 3
Press the ‘PF7/19’ key to return to the DTC MMII Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu Screen (Section 2.52, Figure 4).

### Step 4
Press any of the following:
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen (Section 10.02, Figure 2).
2.53.02.02 How To View The History Of Transactions In This BA Submitted By The IA Or PA, And Accepted And Processed By DTC

Step 1

Enter 2 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 2.52, Figure 4).

Step 2

Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance Participant Inquiry Function History Selection Menu – Transactions Accepted & Processed For CUSIP Screen (Figure 1).
Figure 1. DTC MMI Bankers’ Acceptance Participant Inquiry Function History Selection Menu – Transactions Accepted & Processed Screen

Step 3 Enter the corresponding item number for the desired transaction in the To View Details, Please Enter Selection Number field.
Step 4  Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen (Figure 2). Press the ‘PF11/23’ key to obtain subsequent screens containing audit trail transaction information about the BA.

Figure 2. First DTC MMI Bankers’ Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen for a sample Discount Type BA with one Draft Component
Figure 3. Second DTC MMI Bankers' Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen for a sample Discount Type BA with one Draft Component

Figure 4. Third DTC MMI Bankers' Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen for a sample Discount Type BA with one Draft Component
### Figure 5. Fourth DTC MMI Bankers’ Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen for a sample Discount Type BA with one Draft Component

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSIP</td>
<td>0630B1MA4</td>
</tr>
<tr>
<td>Desc:</td>
<td>BAMMI TEST ACRONYM RR<strong>DIS</strong>D012198M072098GLN$</td>
</tr>
<tr>
<td>Type CUSIP</td>
<td>Discount Fed-Elig: Yes Changble Undrlyng Acptd Drafts: Yes</td>
</tr>
<tr>
<td>Drawer:</td>
<td>2199</td>
</tr>
<tr>
<td>City of Drawer:</td>
<td>NY</td>
</tr>
<tr>
<td>Date Draft Drawn:</td>
<td>01/21/1998</td>
</tr>
<tr>
<td>Date Draft Accepted:</td>
<td>01/21/1998</td>
</tr>
<tr>
<td>Acceptance Number:</td>
<td>1</td>
</tr>
<tr>
<td>Draft Serial No.:</td>
<td>1</td>
</tr>
<tr>
<td>Shipment Date:</td>
<td>01/21/1998</td>
</tr>
<tr>
<td>Sight Date:</td>
<td></td>
</tr>
<tr>
<td>LOC Bank Name:</td>
<td></td>
</tr>
<tr>
<td>LOC No:</td>
<td></td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
</tr>
<tr>
<td>Accepted Draft Type:</td>
<td>U.S. Storage</td>
</tr>
<tr>
<td>The specific transactions which give rise to this Accepted Draft:</td>
<td>Are Described on Next Screen</td>
</tr>
</tbody>
</table>

**Figure 6. Fifth MMI Bankers’ Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen for a sample Discount Type BA with one Draft Component**

END OF ORIGINAL ISSUANCE DATA

<table>
<thead>
<tr>
<th>COMMODITY NAME</th>
<th>COMMODITY VALUATION</th>
<th>U.S. STATE OF ORIG DEST STOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) 1</td>
<td>300.00</td>
<td>FL</td>
</tr>
<tr>
<td>2) 2</td>
<td>200.00</td>
<td>FL</td>
</tr>
</tbody>
</table>

* * * * * * * * * * * *

TO RETURN TO THE AUDIT TRAIL SELECTION MENU SCREEN, PLEASE PRESS PF7

PF7/19: PREV MENU PF8/20: END FUNC PF9/21: SIGNOFF

**Figure 7. Sixth MMI Bankers’ Acceptance Participant Inquiry Function Original Issuance History, Settlement Date Screen for a sample Discount Type BA with one Draft Component**

**THE DEPOSITORY TRUST COMPANY**

PRESS PF11 TO GO TO NEXT SCREEN

<table>
<thead>
<tr>
<th>X$V1/MM35 DTC MMI Bankers’ Acceptance Participant Inquiry Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM/DD/YY</td>
</tr>
<tr>
<td>00002199-99 Original Issuance History, Settlement Date 01/21/1998</td>
</tr>
</tbody>
</table>

| CUSIP: 0630B1MA4 Desc: BAMMI TEST ACRONYM RR**DIS**D012198M072098GLNS |
| Type CUSIP: Discount Fed-Elig: Yes Changble Undrlyng Acptd Drafts: Yes |

<p>| ---------- BA ACCEPTED DRAFT COMPONENT NO. 1 ----------------------- |</p>
<table>
<thead>
<tr>
<th>COUNTRY ORIGIN COUNTRY OF VALUATION</th>
<th>U.S. STATE OF ORIG DEST STOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) 1</td>
<td>300.00</td>
</tr>
<tr>
<td>2) 2</td>
<td>200.00</td>
</tr>
</tbody>
</table>

* * * * * * * * * * * *

TO RETURN TO THE AUDIT TRAIL SELECTION MENU SCREEN, PLEASE PRESS PF7

PF7/19: PREV MENU PF8/20: END FUNC PF9/21: SIGNOFF
Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

Step 5 Press the ‘PF7/19’ key to return to the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu Screen (Section 2.52, Figure 4).

Step 6 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen.
2.53.02.03 How To Inquire About Issuances Of This BA Awaiting Future Settlement

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter 3 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 2.52, Figure 4).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement For CUSIP Screen (Figure 1).</td>
</tr>
</tbody>
</table>

Figure 1. DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement For CUSIP Screen

Step 3 Enter the desired transaction number in the To View Details, Please Enter Selection Number field.
Step 4  Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’
Acceptance Participant Inquiry Function Audit Trail, Issuance
Awaiting Settlement Date Screen (Figure 2).  Press the ‘PF11/23’
key to obtain subsequent screens containing audit trail transaction
information about the BA.

Figure 2. First DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail,
Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with
one Draft Component
Figure 3. Second DTC MMI Bankers' Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component

Figure 4. Third DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component
### Press PF11 to Go to Next Screen

**X$V1/MM35 DTC MMI Bankers' Acceptance Participant Inquiry Function**

**MM/DD/YY**

00002199-99 Audit Trail, Issuance Awaiting 05/01/1998 Settlement

**HH:MM:SS**

<table>
<thead>
<tr>
<th>CUSIP: 0630BAJD2 Desc: BAMMI TEST ACRONYM *1<strong>DIS</strong>D021000M091400GF@S Type CUSIP: Discount Fed-Elig: Yes Changble Undrlyng Acptd Drafts: Yes</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>B A I N D E X E D P R I N C I P A L</td>
<td></td>
</tr>
<tr>
<td>Days Income Payment Settles</td>
<td></td>
</tr>
<tr>
<td>After Maturity Date (99):</td>
<td></td>
</tr>
<tr>
<td>Business Calendar Days (B/C):</td>
<td></td>
</tr>
<tr>
<td>Days PrincParticipantl Payment Settles</td>
<td></td>
</tr>
<tr>
<td>After Maturity Date (99):</td>
<td></td>
</tr>
<tr>
<td>Business Calendar Days (B/C):</td>
<td></td>
</tr>
<tr>
<td>LIBOR Indexed (Y/N):</td>
<td>N</td>
</tr>
<tr>
<td>PrincParticipantl Index/Formula:</td>
<td></td>
</tr>
<tr>
<td>FORMULA</td>
<td></td>
</tr>
<tr>
<td>Indexed Maturity Interval Type:</td>
<td></td>
</tr>
<tr>
<td>Number (999):</td>
<td></td>
</tr>
<tr>
<td>Spread Sign (+/-):</td>
<td>Spread %: (9.999)</td>
</tr>
</tbody>
</table>

**PF7/19: PREV MENU  PF8/20: END FUNC  PF9/21: SIGNOFF**


---

**Figure 5. Fourth DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component**
Figure 6. Fifth DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component
### Figure 7. Sixth DTC MMI Bankers' Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component

<table>
<thead>
<tr>
<th>COUNTRY OR COMMODITY VALUATION</th>
<th>U.S. STATE OF:</th>
<th>% ORIG DEST STOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) COM 1</td>
<td>48.000</td>
<td>USA</td>
</tr>
<tr>
<td>2) COM 2</td>
<td>50.000</td>
<td>POL</td>
</tr>
<tr>
<td>3) COM 3</td>
<td>1.000</td>
<td>POL</td>
</tr>
<tr>
<td>4) COM 4</td>
<td>1.000</td>
<td>FIN</td>
</tr>
<tr>
<td>5) COM5</td>
<td>1.000</td>
<td>JPN</td>
</tr>
</tbody>
</table>

END OF ORIGINAL ISSUANCE DATA

---

**Figure 8. Seventh DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlement Date Screen for a sample Discount Type BA with one Draft Component**

TO RETURN TO THE AUDIT TRAIL SELECTION MENU SCREEN, PLEASE PRESS PF7.
Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

**Step 5**  
Press the ‘PF7/19’ key to return to the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu Screen (Section 2.52, Figure 4).

**Step 6**  
Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen.
2.53.02.04 How To Inquire About Issuances Of This BA Awaiting Future Settlement, And Cancelled

**Step**  **Action**

**Step 1**  Enter 4 in the Please Enter Selection Number field on the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu For CUSIP Screen (Section 2.52, Figure 4).

**Step 2**  Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement, And Cancelled For CUSIP Screen (Figure 1).

---

**Figure 1. First DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Selection Menu – Issuances Awaiting Settlement, And Cancelled For CUSIP Screen**
Step 3
Enter the corresponding item number for the desired transaction in the To View Details, Please Enter Selection Number field.

Step 4
Press the ‘ENTER’ key to obtain the first DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail, Issuance Awaiting Settlmt, Cancld Screen (Figure 2). Press the ‘PF11/23’ key to obtain subsequent screens containing audit trail transaction information about the BA.

Figure 2. First DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Issuances Awaiting Settlmt, Cancld Screen for a sample Discount Type BA with one Draft Component
Figure 3. Second DTC MMI Bankers' Acceptance Participant Inquiry Function Audit Trail Issuances Awaiting Settlement, Cancelled Screen for a sample Discount Type BA with one Draft Component
Figure 4. Third DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Issuances Awaiting Settlemnt, Cancld Screen for a sample Discount Type BA with one Draft Component

Figure 5. Fourth DTC MMI Bankers’ Acceptance Participant Inquiry Function Audit Trail Issuances Awaiting Settlemnt, Cancld Screen for a sample Discount Type BA with one Draft Component
Figure 6. Fifth DTC MMI Bankers' Acceptance Participant Inquiry Function Audit Trail Issuances Awaiting Settlement, Cancelled Screen for a sample Discount Type BA with one Draft Component

Note: The other previous inquiry screens appear more than one time each, based upon the number of components in the BA draft.

Step 5 Press the ‘PF7/19’ key to return to the DTC MMI Bankers’ Acceptance Participant Inquiry Function Type Inquiry Selection Menu Screen (Section 2.52, Figure 4).

Step 6 Press any of the following:

- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
- ‘PF12/24’ key to return to the Depository Trust Company Main Menu Screen.
## 2.53.03 Messages and Corrections

<table>
<thead>
<tr>
<th>Message</th>
<th>Reason</th>
<th>Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATP COMMAREA TOO SMALL</td>
<td>A system problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>ATP INQUIRY ERROR</td>
<td>A system problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>ATP INVALID REQUEST</td>
<td>A system problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>ATP NOT AVAILABLE</td>
<td>A system problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>BAD CALENDAR RETURN CODE – CONTACT DTC OPERATIONS</td>
<td>A system problem occurred.</td>
<td>Contact DTC’s Network Operations department.</td>
</tr>
<tr>
<td>CUSIP NUMBER DOES NOT MATCH ISSUER NUMBER</td>
<td>The first six digits of the CUSIP number entered by the Participant does not match the first six digits of the Issuer number.</td>
<td>Re-enter the CUSIP number.</td>
</tr>
<tr>
<td>DTC Participant INELIGIBLE FOR GROUP USER</td>
<td>The Group User entered a Participant number that does not belong to its group.</td>
<td>Re-enter the Participant number.</td>
</tr>
<tr>
<td>END OF ADDITIONAL ISSUANCE DATA</td>
<td>There is no more additional issuance information to be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>Message</td>
<td>Reason</td>
<td>Corrective Action</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>END OF CURRENT STATUS DATA</td>
<td>There is no more current status information to be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>END OF DATA</td>
<td>There is no more information to be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>END OF ORIGINAL ISSUANCE DATA</td>
<td>There is no more original issuance information to be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>END OF UPDATE DATA</td>
<td>There is no more information to be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>END OF WITHDRAWAL DATA</td>
<td>There is no more information to be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>FROM-CHECK DIGIT MUST BE NUMERIC</td>
<td>The Participant entered an invalid check digit.</td>
<td>Re-enter the check digit.</td>
</tr>
<tr>
<td>GROUP USER CALL ROUTINE ERROR – CONTACT NETWORK OPERATIONS</td>
<td>A system problem occurred.</td>
<td>Contact DTC’s Network Operations department.</td>
</tr>
<tr>
<td>INPUT DATE CANNOT BE GREATER THAN CURRENT DATE</td>
<td>The Participant entered an invalid date.</td>
<td>Enter a valid date in MM/DD/CCYY format.</td>
</tr>
<tr>
<td>INPUT MONTH MUST BE 1-12</td>
<td>The Participant entered an invalid date.</td>
<td>Enter a valid date in MM/DD/CCYY format.</td>
</tr>
<tr>
<td>INVALID ACRONYM</td>
<td>The Participant entered an invalid MMI BA acronym.</td>
<td>Enter a valid MMI BA acronym.</td>
</tr>
</tbody>
</table>
## Message | Reason | Corrective Action
--- | --- | ---
INVALID FROM-CUSIP ISSUE | The Participant entered an invalid From CUSIP number. | Enter a valid From CUSIP number.
INVALID FROM-CUSIP ISSUER | The first six positions of the CUSIP number that the Participant entered are invalid. | Re-enter the first six positions of the CUSIP number.
INVALID INPUT DAY | The Participant entered an invalid date. | Enter a valid date in MM/DD/CCYY format.
INVALID INPUT YEAR | The Participant entered an invalid date. | Enter a valid date in MM/DD/CCYY format.
INVALID ISSUER NUMBER | The first six positions of the CUSIP number that the Participant entered are invalid. | Re-enter the first six positions of the CUSIP number.
INVALID MATURITY DAY | The Participant entered an invalid date. | Enter a valid date in MM/DD/CCYY format.
INVALID MATURITY YEAR | The Participant entered an invalid date. | Enter a valid date in MM/DD/CCYY format.
INVALID SELECTION NUMBER, PLEASE REENTER | The Participant did not enter a valid transaction number in the Enter Selection Number field. | Enter a valid transaction number in the Enter Selection Number field.
INVALID SETTLEMENT DAY | The Participant entered an invalid date. | Enter a valid date in MM/DD/CCYY format.
<table>
<thead>
<tr>
<th>Message</th>
<th>Reason</th>
<th>Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>INVALID TO-CUSIP ISSUE</td>
<td>The Participant entered an invalid To CUSIP number.</td>
<td>Enter a valid To CUSIP number.</td>
</tr>
<tr>
<td>INVALID TO-CUSIP ISSUER</td>
<td>The first six positions of the CUSIP number that the Participant entered are invalid.</td>
<td>Re-enter the first six positions of the CUSIP number.</td>
</tr>
<tr>
<td>ISSUING AGENT MUST BE NUMERIC</td>
<td>The Participant entered an invalid Issuing Agent number.</td>
<td>Enter a valid numeric Issuing Agent number.</td>
</tr>
<tr>
<td>LAST SCREEN DISPLAYED</td>
<td>The Participant has viewed the last available screen of data for that Bankers’ Acceptance.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>NO DATA FOUND FOR THIS REQUEST</td>
<td>Self-explanatory.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>NO FURTHER SCROLL (FORWARD)</td>
<td>The Participant reached the last screen of available data.</td>
<td>Press the ‘PF10/22’ key to scroll backward.</td>
</tr>
<tr>
<td>NO FURTHER SCROLLING (BACKWARD)</td>
<td>The Participant reached the last screen of available data.</td>
<td>Press the ‘PF10/23’ key to scroll forward.</td>
</tr>
<tr>
<td>NO MORE DRAFTS</td>
<td>There are no more drafts that can be viewed.</td>
<td>No action needed.</td>
</tr>
<tr>
<td>OTHER ATP ERROR</td>
<td>A systems problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721</td>
</tr>
<tr>
<td>PAYING AGENT MUST BE NUMERIC</td>
<td>The Participant entered an invalid Paying Agent number.</td>
<td>Enter a valid Paying Agent number.</td>
</tr>
<tr>
<td>Message</td>
<td>Reason</td>
<td>Corrective Action</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>PLEASE ENTER A NUMERIC SELECTION NUMBER</td>
<td>The Participant must enter a valid transaction number in this field to view details of the transaction.</td>
<td>Enter a valid transaction number</td>
</tr>
<tr>
<td>PLEASE ENTER D OR I FOR CUSIP TYPE</td>
<td>The Participant did not enter D (discount) or I (interest bearing) in the Type of CUSIP field on the BA Selection Screen.</td>
<td>Enter D or I.</td>
</tr>
<tr>
<td>PLEASE ENTER U OR M FOR MATURITY</td>
<td>The Participant did not enter U (unmatured) or M (matched) in the Unmatured/matured BA field on the BA Selection Screen.</td>
<td>Enter U or M.</td>
</tr>
<tr>
<td>PLEASE ENTER Y OR N FOR ISSUANCES DIRECTLY FROM IA</td>
<td>The Participant did not enter Y or N to choose issuances from an Issuing Agent on the BA Selection Screen.</td>
<td>Enter Y or N on the BA Selection Screen.</td>
</tr>
<tr>
<td>PRESS PF10 TO SCROLL BACKWARD</td>
<td>The Participant reached the last screen of data.</td>
<td>Press the ‘PF10/22’ key to scroll backward.</td>
</tr>
<tr>
<td>PRESS PF11 TO GO TO NEXT SCREEN</td>
<td>Self-explanatory.</td>
<td>Press the ‘PF11/23’ to scroll forward.</td>
</tr>
<tr>
<td>PRESS PF11 TO SCROLL FORWARD</td>
<td>Self-explanatory.</td>
<td>Press the ‘PF11/23’ to scroll forward.</td>
</tr>
<tr>
<td>RECEIVING Participant MUST BE NUMERIC</td>
<td>The Participant entered an invalid Receiving Participant number in the Receiving Participant Number field on the BA Selection Screen.</td>
<td>Enter a valid Receiving Participant number in the Receiving Participant Number field on the BA Selection Screen.</td>
</tr>
<tr>
<td>Message</td>
<td>Reason</td>
<td>Corrective Action</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>TEMPORARY QUEUE PROBLEM, ITEM ERROR</td>
<td>A systems problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>TEMPORARY QUEUE PROBLEM, NO SPACE</td>
<td>A systems problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>TEMPORARY QUEUE PROBLEM, QIDERROR</td>
<td>A systems problem occurred.</td>
<td>Contact DTC’s Customer Support Center at 1-888-382-2721.</td>
</tr>
<tr>
<td>TO-CUSIP CHECK DIGIT MUST BE NUMERIC</td>
<td>The Participant entered an invalid CUSIP number</td>
<td>Enter a valid CUSIP number in the BA CUSIP Number field on the BA Selection Screen.</td>
</tr>
<tr>
<td></td>
<td>in the BA CUSIP Number field on the BA Selection Screen.</td>
<td></td>
</tr>
<tr>
<td>TRANSMISSION ERROR HAS OCCURRED, RE-ENTER INPUT</td>
<td>A systems problem occurred.</td>
<td>Re-enter all your data that you entered while you were using the MMBI function.</td>
</tr>
<tr>
<td>VALID SELECTION NUMBERS ARE 1 THRU 9</td>
<td>The Participant entered an invalid selection number in the Please Enter Selection Number field on the CUSIP Selection Screen.</td>
<td>Enter 1 through 9 in the Please Enter Selection Number field on the CUSIP Selection Screen.</td>
</tr>
</tbody>
</table>
3.54 MONEY MARKET INSTRUMENT BANKERS’ ACCEPTANCE UPDATE (MMBU)

Overview

How To Update Draft Information

How To Add A New Draft Component

How To Modify An Existing Draft Component

How To Delete An Existing Draft Component

How To View Information For An Existing Draft Component
3.54.1 Overview

The Money Market Instrument Bankers’ Acceptance Update function (MMBU) allows the user to add, update or delete any draft or commodity level information for discount type CUSIPs without having to create additional issuances.

The user must be an authorized IPA (Issuing Paying Agent).
### 3.54.2 How To Update Draft Information

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter MMBU when the Enter Function Prompt Screen appears (Figure 1).</td>
</tr>
</tbody>
</table>

![Figure 1. MMBU Enter Function Prompt Screen](image)

**Step 2** Press the ‘ENTER’ key to obtain the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 2).

![Figure 2. DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen](image)
Step 3

Enter the following information on the DTC Accepted Draft(s)
Update Instruction For: Bankers’ Acceptance Screen:

- Agent Transaction Number: optional.
- CUSIP number of the BA whose components you want to update.
Step 4  Press the ‘ENTER’ key to obtain the DTC Accepted Draft(s)
Update Instruction For: Bankers’ Acceptance Screen (Figure 3).

<table>
<thead>
<tr>
<th>COMPONENT NO</th>
<th>DRAFT FACE VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>5000.00</td>
</tr>
<tr>
<td>2)</td>
<td>5000.00</td>
</tr>
<tr>
<td>3)</td>
<td>1000.00</td>
</tr>
<tr>
<td>4)</td>
<td>1000.00</td>
</tr>
<tr>
<td>5)</td>
<td>100.00</td>
</tr>
<tr>
<td>6)</td>
<td>100.00</td>
</tr>
</tbody>
</table>

BA FACE VALUE: 9460.00
ALL DRAFTS FACE VALUE: 13000.00

Step 5  Enter one of the following to the left of the component that you
want to update and press the ‘ENTER’ key:

- Y: to add a new draft component (Section 3.54.3).
- M: to modify an existing draft component (Section 3.54.4).
- D: to delete an existing draft component (Section 3.54.5).
- V: to view information about an existing draft component (Section 3.54.6).

Step 6  Press any of the following:

- ‘PF7/19’ key or ‘PF12/24’ key to return to the DTC Accepted
Draft(s) Update Instruction For: Bankers’ Acceptance Screen
(Figure 3).
• ‘PF8/20’ key to change the function.
• ‘PF9/21’ key to end the processing session.
• ‘PF10/22’ key to scroll backward.
• ‘PF11/23’ key to scroll forward.
3.54.3 How To Add A New Draft Component

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter Y on the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Section 3.54.2, Figure 3).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the Depository Trust Company BA Accepted Draft Information Screen (Figure 1).</td>
</tr>
</tbody>
</table>

```
ENTER DRAFT INFORMATION
X$V1/MMM21 THE DEPOSITORY TRUST COMPANY MM/DD/YY
00002199-99 **********BA Accepted Draft Information********** HH:MM:SS

------------------------BA ACCEPTED DRAFT INFORMATION---------------------
BA Component Number:                      Draft Face Value :
Drawer:                                   City of Drawer: 
Bank On Which Drawn:                      
Date Draft Drawn (MMDDCCYY):              Date Draft Accepted: 
Date Draft Matures :                      Acceptance Number:  
Draft Serial No. :                       
Shipment Date (MMDDCCYY):                 Sight Date (MMDDCCYY): 
Tenor: Days After                        Warehouse Receipt Date: 
LOC Bank Name:                           LOC No. :
Comments:                                

Accepted Draft Type: ('X' One): Export/Import
            U.S. Dom Shipment U.S. Storage
            Foreign Storage Dollar Exchange
The Specific Transactions Which Give Rise to This Accepted Draft: ('X' One):
Are Described on Next Screen Descriptions Available From Iss Agent
None

```

**Note:** You can choose two additional draft types for Non Fed-eligible BAs. They are Finance or Working Capital and Foreign Dom Shipment.
Step 3  Enter the following information on the Depository Trust Company BA Accepted Draft Information Screen. Press the ‘PF4/16’ key to obtain a Help Screen:

- BA Component Number: enter the next number that occurs after the last component number.
- Draft Face Value: enter the face value of the draft; a maximum of 13 digits can be entered in $99,999,999,999.99 format.
- **Drawer**: enter the Drawer name. A Drawer does not have to be a DTC Participant. A Drawer is often referred to as the borrower of the draft; a maximum of 30 characters can be entered.
- **City of Drawer**: enter the city name where the Drawer is located; optional.
- **Bank on Which Drawn**: enter the ABA number of the bank or the actual name of the bank where the draft was drawn.
- **Date Draft Drawn**: enter the date that the draft was drawn in MMDDCCYY format. This date must come before or be equal to the BA Settlement Date.
- **Date Draft Accepted**: enter the date that the draft was accepted in MMDDCCYY format. This date must come before or be equal to the Date Draft Drawn.
- **Date Draft Matures**: enter the date that the draft will mature in MMDDCCYY format.
- **Draft Serial No.**: enter the serial number of the draft; enter a maximum of 18 characters; optional.
- **Shipment Date**: enter the date that the goods will be shipped in MMDDCCYY format. This field is optional if the Type of accepted draft is U.S. Storage, Foreign Storage or Dollar Exchange. If any other Type of Accepted Draft is selected, the Sight Date or the Shipment Date must be entered.
- **Sight Date**: enter the date that the goods were sighted at the warehouse; enter in MMDDCCYY format. This field is optional if the Type of accepted draft is U.S. Storage, Foreign Storage, or Dollar Exchange. If any other Type of Accepted Draft is selected, the Sight Date or the Shipment Date must be entered.
- **Tenor**: Enter the number of calendar days after the Sight, Shipment, Draft Drawn, Draft Accepted dates or another valid date in MMDDCCYY format. This field indicates the tenor number of days of the draft; this field must be entered if the Days After field has a value in it.
- **Days After**: describes the terms of the tenor number of days as occurring after the Shipment, Sight, Accepted Date, Drawn Date or a valid date (in MMDDCCYY format).
- **Warehouse Receipt Date**: enter the date that the goods are received at the warehouse in MMDDCCYY format. This field
must be filled in if the Accepted Draft Type is equal to U.S. Storage or Foreign Storage.

- LOC Bank Name: enter the Letter of Credit Bank Name. This field must be filled in if the LOC Bank Number is entered; optional.
The Depository Trust Company

MONEY MARKET INSTRUMENT PAGE

MAY 1998

BANKERS ACCEPTANCE UPDATE (MMBU)

- LOC No.: enter the Letter of Credit Bank number. This field must be filled in if the LOC Bank Name is entered; optional.
- Comments: enter a maximum of 78 characters of free-form text relating to the draft; optional.
- Enter X to the left of the type of Accepted Draft.
- Enter X to the left of the specific transactions which give rise to this accepted draft.

**Step 4** Press any of the following:

- ‘PF1/13’ to add the draft component.
- ‘PF3/15’ key to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 2).
- ‘PF5/17’ key to enter the next draft.
- ‘PF7/19’ key or ‘PF12/24’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.

PRESS PF1 WHEN FINISHED WITH ALL YOUR ENTRIES, OR PF3 TO MAKE MORE ENTRIES
X$V1/MM26 THE DEPOSITORY TRUST COMPANY MM/DD/YY
00002199-99 UPDATE INSTRUCTION FOR: Bankers' Acceptance HH:MM:SS

<table>
<thead>
<tr>
<th>Accepted Draft Component No.</th>
<th>009</th>
</tr>
</thead>
</table>

---

#### 0630B1MP1

<table>
<thead>
<tr>
<th>Commodity Name</th>
<th>Country Or Commodity Valuation</th>
<th>U.S. State Of:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>%</td>
</tr>
<tr>
<td>1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Press any of the following:

Figure 2. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen
Step 5 Enter the following information on the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen:

- Commodity Name: enter a maximum of 30 characters describing the commodity name. This must be filled in if the user selects Are Described Below for the Transaction Description Indicator from the BA Accepted Draft Information Screen (Section 10.03, Figure 1).
- Commodity Valuation: enter a dollar amount or a percentage. A maximum of 15 digits can be entered if the user enters a dollar amount. A maximum of seven digits can be entered if the user enters a percentage. The user can also leave this field blank. The user must be consistent.
- Destination: enter the three-character ISO Country Code or U.S. Postal Code.
- Storage: enter the three-character ISO Country Code or U.S. state destination.

Step 6 Press the ‘ENTER’ key to validate the data. The message ‘COMMODITY DATA HAS BEEN VALIDATED’ appears on the screen (Figure 3).

**Figure 3. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen with message**
Step 7  Press the ‘PF1/13’ to obtain the Depository Trust Company Issuance Instruction For: Bankers’ Acceptance Screen (Figure 4).

```
X$V1/MM29       THE DEPOSITORY TRUST COMPANY       MM/DD/YY
00002199-99    UPDATE INSTRUCTION FOR: Bankers' Acceptance     HH:MM:SS

--- BA CUSIP    0630B1MP1         ACCEPTED DRAFT COMPONENT NO. 009 ------
COMMODITY VALUATION
$  %
Total Valuation:                  7000.00
This Draft Face Value:            7000.00    This Issuance Instruction
All Drafts Face Value:           20000.00    This Issuance Instruction

Please Press PF5 To Add More Accepted Draft Components, Or PF1 If This Issuance Is Complete.
```

Figure 4. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen

Step 8  Press the ‘PF1/13’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2). The message ‘PRESS PF1 TO PROCESS’ appears on the screen (Figure 5).

```
PRESS PF1 TO PROCESS
X$V1/MM61      DTC ACCEPTED DRAFT(S) UPDATE INSTRUCTION       MM/DD/YY
00002199-99    For: Bankers' Acceptance             HH:MM:SS

1/13: PROCESS ISSUANCE       5/17: NEXT DRAFT       7/19: PREV MENU
```

Figure 5. The DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen with message

Step 9  Press the ‘PF1/13’ key to obtain the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 6).
Step 10 Enter Y to acknowledge your acceptance of the draft(s) described in the preceding update instruction screens.

Step 11 Press the ‘PF6/18’ key to process the BA withdrawal. The message ‘TRANSACTION SUCCESSFUL’ appears on the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 7).

Step 12 Press any of the following:

- ‘PF8/20’ key to change the function.
• ‘PF9/21’ key to end the processing session.
• ‘PF10/22’ key to scroll backward.
• ‘PF11/23’ key to scroll forward.
• ‘PF12/24’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).
3.54.4 How To Modify An Existing Draft Component

Step 1  Enter M on the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).

Step 2  Press the ‘ENTER’ key to obtain the Depository Trust Company Modify Accepted Draft Component No. Screen (Figure 1).

Step 3  Change any information as appropriate, except the BA Component Number field.

Step 4  Press the ‘PF11/23’ key to obtain the Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen (Figure 2) if a commodity never existed for the draft component being modified. Otherwise, go to Step 6.
PLEASE PRESS ENTER KEY AFTER MAKING YOUR ENTRIES ON LINE(S) BELOW
X$V1/MM26          THE DEPOSITORY TRUST COMPANY MM/DD/YY
00002199-99       UPDATE INSTRUCTION FOR: Bankers' Acceptance HH:MM:SS

- BA CUSIP 0630B1MF1 ACCEPTED DRAFT COMPONENT NO. 001 -----

<table>
<thead>
<tr>
<th>COMMODITY NAME</th>
<th>COMMODITY VALUATION</th>
<th>U.S. STATE OF:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) COM1.1</td>
<td>5000.00</td>
<td></td>
</tr>
<tr>
<td>2) COM1.2</td>
<td>5000.00</td>
<td></td>
</tr>
</tbody>
</table>


Figure 2. The Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen

Step 5   Change any information as appropriate.

Step 6   Press the ‘PF1/13’ key to process the modifications and obtain the Depository Trust Company Update Instruction For: Bankers’ Acceptance Screen (Figure 3).
<table>
<thead>
<tr>
<th>BA CUSIP</th>
<th>0630B1MF1</th>
<th>ACCEPTED DRAFT COMPONENT NO.</th>
<th>001</th>
</tr>
</thead>
</table>

**COMMODITY VALUATION**

<table>
<thead>
<tr>
<th>$</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>10000.00</td>
<td>This Issuance</td>
</tr>
<tr>
<td>4000.00</td>
<td>This Issuance</td>
</tr>
<tr>
<td>12000.00</td>
<td>This Issuance</td>
</tr>
</tbody>
</table>

Please Press PF5 To Add More Accepted Draft Components,
Step 7  Press any of the following:

- 'PF7/19' or ‘PF12/24’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.
3.54.5 How To Delete An Existing Draft Component

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Enter D on the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Press the ‘ENTER’ key to obtain the Depository Trust Company Delete Accepted Draft Component No. Screen (Figure 1).</td>
</tr>
</tbody>
</table>

---

**Step 3** Press the ‘PF1/13’ key to delete the draft. The DTC Accepted Draft(s) Update Instruction Screen (Section 10.03, Figure 2) reappears with the message ‘PRESS PF1 TO PROCESS’ (Figure 2).
Figure 2. DTC Accepted Draft(s) Update Instruction For Bankers’ Acceptance Screen with message
Step 4  
Press the ‘PF1/13’ to obtain the DTC Accepted Draft(s) Update Instruction For: Bankers’ Acceptance Screen (Figure 3).

Step 5  
Enter Y to acknowledge your acceptance of the drafts described in the preceding Update Instruction Screens.

Step 6  
Press the ‘PF6/18’ key to delete the draft component. The message ‘TRANSACTION SUCCESSFUL’ appears on the DTC Accepted Draft(s) Update Instruction For Bankers’ Acceptance Screen (Figure 4).

Step 7  
Press any of the following:
• ‘PF7/19’ or ‘PF12/24’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).
• ‘PF8/20’ key to change the function.
• ‘PF9/21’ key to end the processing session.
• ‘PF10/22’ key to scroll backward.
3.54.6 How To View Information For An Existing Draft Component

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Enter V on the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).</td>
</tr>
<tr>
<td>Step 2</td>
<td>Press the ‘ENTER’ key to obtain the Depository Trust Company View Accepted Draft Component No. Screen (Figure 1).</td>
</tr>
</tbody>
</table>

Step 3
Press the ‘PF7/19’ key to obtain the DTC Accepted Draft(s) Update For: Bankers’ Acceptance Screen (Figure 2).

Or
Press the ‘PF10/22’ key to scroll through additional commodity information (if any exists) for the draft components.
Indicate how you would like to update any draft components (refer to Sections 3.54.3 through 3.54.5 for further information).

Or

Press any of the following:

- ‘PF7/19’ or ‘PF12/24’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
• ‘PF10/22’ key to scroll backward.

**Step 5**

Press any of the following:

- ‘PF7/19’ or ‘PF12/24’ key to return to the DTC Accepted Draft(s) Update Instruction Screen (Section 3.54.2, Figure 3).
- ‘PF8/20’ key to change the function.
- ‘PF9/21’ key to end the processing session.
- ‘PF10/22’ key to scroll backward.
- ‘PF11/23’ key to scroll forward.