

B #:	3896-16
Date:	August 10, 2016
To:	All Participants
Category:	Operations
From:	Underwriting Product Management
Attention:	Managing Partner/Officer Cashier/Operations Management
Subject:	Secondary Market Eligibility Process

Subject to regulatory approval, on October 17, 2016, The Depository Trust Company (“DTC”) will require that all Secondary Market Eligibility requests (i.e. Older Issues) be submitted through DTC’s underwriting platform UW SOURCE.

What does this mean?

Beginning October 17, 2016 DTC will no longer accept Secondary Market Eligibility requests sent via email to the Older_Issue_Request@dtcc.com mailbox. All participants submitting Secondary Market Eligibility requests must upload the following documentation to DTC via UW SOURCE as an **Eligibility Only** request:

- Older Issue Eligibility Questionnaire
- A copy of the physical certificate or certificates representing the securities, with the S&P CUSIP number clearly visible
- An Agent Attestation form
- Applicable offering documents

This transition will mitigate the inherent risk associated with email submissions and align the Older Issue Eligibility process with the New Issue eligibility process.

Information for users of UW SOURCE is available at: <http://dtcc.com/matching-settlement-and-asset-services/underwriting/uw-source-info>

Questions regarding this Important Notice and UWSOURCE should be directed to your Relationship Manager or to DTC’s Underwriting Hotline by dialing 866-724-4402, option 2.