

B #:	7137-17
Date:	October 19 th , 2017
To:	All Participants
Category:	Operations
From:	Issuer Services Product Management
Attention:	Managing Partner/Officer Cashier/Operations Management
Subject:	Launch of a Redesigned Legal Notice System (“LENS”) Application

On or around December 1st, 2017 The Depository Trust Company (“DTC”) will release a new version of the Legal Notice System (“LENS”) application. The updated version of LENS will allow DTC to process notices for availability on LENS in a much more streamlined fashion while delivering users all of the functionality that exists within the current application. Current LENS users will be able to access the new application with their existing logon credentials.

There will be some notable changes included in the new release that users should be aware of:

- Updated look and feel to modernize the application and leverage a core user interface framework that allows users to sort, filter and export data from the results screens.
- Real time notices: Unlike the current application, notices will be posted real time intraday. Clients will be able to access notices as soon as they are processed through the “Today” section of their Dashboard. The “Yesterday” and “Since Last Visit” sections will allow users to conduct their activities much like they do in the current application if they don’t wish to process real time notices in their workflow.
- CSV email alerts: Users will now be able to select a CSV version of their email alerts in addition to the existing plain text alerts available today.
- Users will be able to filter their dashboard results based off of their preferences settings.
- Beginning December 1st, LENS data will no longer be included in the UNOTCE CCF file.

Access to the new LENS application

All users with entitlements to the current LENS application will be able to access the new version. The LENS application is accessible via DTC’s web portal (<https://portal.dtcc.com/>) and access to LENS is provisioned by Super Access Coordinators (“SACs”) at your firm.

A video tutorial has been created and available [here](#), more will be added in the coming weeks. Clients are urged to review the tutorials prior to the launch of the new LENS application.

Questions regarding this Important Notice should be directed to your Relationship Manager or to lensweb@dtcc.com. To learn more about LENS visit our website at www.dtcc.com/lens.