# Instructions:

Please complete the form below as needed to indicate the action desired for owned issues.

All submissions must be on the participant's letterhead and must have that participant's medallion stamp.

Use the TAB or arrow keys to toggle through the updatable fields in the document. Additionally, use the date format of mm/dd/yyyy for the date fields.

I you need a non-template form, one can be found here:

<http://www.dtcc.com/matching-settlement-and-asset-services/issuer-services/proxy-documentation>

You must submit completed forms via the WINS application. A user guide to the process can be found here: <http://www.dtcc.com/~/media/Files/Downloads/Settlement-Asset-Services/Issuer%20Services/WINS-User-Guide-Demand-and-Dissents.pdf>

For questions or additional forms, send requests via electronic mail to:

[demandanddissent@dtcc.com](mailto:demandanddissent@dtcc.com)

**APPRAISAL RIGHTS OR DISSENTERS’ RIGHTS**

**WITHDRAWAL INSTRUCTION LETTER**

Date:      (Today’s Date)

The Depository Trust Company

55 Water Street – 50th Floor

New York, NY 10041

Attn: Proxy Department

**RE:** **(Insert description of issue with CUSIP number)**

**(Insert DTC Participant Account number)**

Dear Partner:

Please have your nominee, Cede & Co., sign the attached letter in order to withdraw the assertion of appraisal rights with respect to

      (number of) shares of the above-referenced securities. A copy of the letter asserting appraisal rights is included as Attachment A.

Please make the letter available for pick-up by

**(Firm or person responsible for picking up documents from DTC)**or overnight express to

(Name of contact at Participant)

(Address)

(Address)

The courier account number is

(Courier account number)

Very truly yours,

(Insert name of Participant)

BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Manual signature of authorized person***

(Type signer’s name)

(Type signer’s title)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medallion Stamp

Cede & Co.

c/o The Depository Trust Company

55 Water Street

New York, NY 10041

Date :      (Today’s Date)

(Insert name of Participant)

(Address)

(Address)

(Name of contact at Participant)

Attention: (Name of contact at Participant)

By letter dated       (Date), a copy of which is attached hereto as Attachment A, in accordance with instructions received from

(Insert name of Participant) on behalf of its customer,

(Customer Name) we asserted appraisal rights with respect to

shares of

**(Insert description of issue with CUSIP number)**

In accordance with instructions received from Participants on behalf of its customer, we hereby withdraw the assertion of appraisal rights (completely) or in the amount of

      (# of) shares.

Further correspondence on this matter should be directed to

(Customer Name), with copies directed to the attention of

(Name of contact at Participant)

(Address)

(Address)

Very truly yours,

Cede & Co.

BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Partner

Attachment