



#:	IRSS002-14
Date:	December 1, 2014
To:	All Insurance & Retirement Services Users
From:	General Counsel's Office
Subject:	AMENDMENTS TO DTCC SOLUTIONS LLC INSURANCE & RETIREMENT SERVICES OPERATING PROCEDURES

This Important Notice refers to the Insurance & Retirement Services Operating Procedures (“Operating Procedures”) of DTCC Solutions LLC (“DTCC Solutions”).

Effective December 31, 2014, DTCC Solutions will be amending its Operating Procedures in response to suggestions from its Users.

Please see the attached red-lined document to review the changes that are being made.

Once effective, the revised Operating Procedures will be located on the I&RS website within the DTCC Solutions LLC onboarding section.

Please contact your Insurance & Retirement Services’ relationship manager or insurance@dtcc.com, if you should have any questions regarding this important notice.