



B #:	0626-13
Date:	April 18, 2013
To:	All Participants
Category:	Operations
From:	Securities Processing
Attention:	Officers/Cashiers/Operations Managers
Subject:	Move of DTC Custody Vault Operations to New Jersey

Effective Monday, April 22, 2013, DTCC's Securities Processing Operations will commence Custody Operations from its New Jersey office. As a reminder, the address for DTCC New Jersey is:

DTCC New Jersey
570 Washington Blvd.
Jersey City, NJ 07310

Functions moving to Jersey City Monday, April 22:

COD & Pick Up
COD & Ship
Custody Transfers
NYW Settlement: Receive & Deliver, ESS/IESS, Direct Clearing

Functions remaining in Brooklyn:

Deposit Processing – DAM (Regular Deposits), Branch Deposits (BDS), Restricted Deposits (RDS), and Reorg Deposits (RDS).
Transfer Operations

Pick Up and Delivery Instructions for Custody:

DTCC New Jersey
570 Washington Blvd.
Jersey City, NJ 07310
Attn: Central Delivery – 5th Floor

These instructions pertain to messenger delivery and pick up for Custody CODs, ESS/IESS envelopes, and NYW items. Courier delivery via Fed Ex, UPS or another carrier for ESS/IESS and NYW should be directed to the same address.

Pick Up and Delivery Instructions for Deposits:

DTCC Brooklyn Army Terminal
Bldg. B 3H Securities Processing
140 58th Street
Brooklyn, NY 11220

Notes:

1. Keeping Deposits and Transfer Operations temporarily in Brooklyn will not affect transfer agent shipments and deliveries.
2. Deposits sent by messenger and/or courier should continue going to Brooklyn, including Custody Deposits submitted via BDS. Once processed in Brooklyn, DTCC will forward them to its vault in Jersey City.
3. Participants should make every effort to send NYW/ESS envelopes directly to Jersey City, with deposits continuing to go to Brooklyn. Should DTCC staff the envelopes comingled with the deposits, they will forward them to Jersey City. This, however, may result in a delay in processing.
4. DTCC will continue to have three messenger runs daily between Brooklyn and Jersey City to ensure that certificates are routed between the two sites in a timely manner.
5. DTC plans to move all of Securities Processing Operations to New Jersey by end of 2Q2013.
6. Messengers should continue to use their current DTCC ID when making deliveries to our New Jersey office. Upon arrival in the lobby they will be greeted by DTCC security and escorted to the 5th floor to our Central Delivery area.

Questions regarding this notice can be directed to either Joe Clemente at (813) 470-1228 / jpclemente@dtcc.com, Kirk Matthews at (212) 855-5684 / kmatthews@dtcc.com, your relationship manager or client account representative.