



B #:	12595-19
Date:	November 22, 2019
To:	All Agents & Issuers
Category:	Operations
From:	Asset Services – Corporate Actions
Attention:	Operations Management
Subject:	DTC will no longer support redemption call notices transmitted via SourceMedia beginning on Sunday, March 1, 2020

The Depository Trust Company (DTC) will no longer be accepting or supporting files transmitted via SourceMedia as of **Sunday, March 1, 2020**. All data transmitted by agent banks to DTC via SourceMedia will need to be sent directly to DTC after this date.

As per the DTC Operating Agreement (OA), redemption notifications should be sent to DTC in a timely manner:

Notification should be sent to DTC in a timely manner designed to assure that such notice is in DTC's possession no later than the close of business two business days before the Publication Date. Except as noted below, the Publication Date shall be no fewer than 30 calendar days nor more than 60 calendar days prior to the redemption date or, in the case of an advance refunding, the date that the proceeds are deposited in escrow (and, in such cases, final notification must be received no later than 30 calendar days prior to the refunding date). The Publication Date for a conventional municipal bond shall be no fewer than 20 calendar days nor more than 60 calendar days prior to the redemption date or, in the case of an advance refunding, the date that the proceeds are deposited in escrow (and, in such cases, final notification must be received no later than 20 calendar days prior to the refunding date).

Except for special arrangements as otherwise agreed to by DTC in advance, such notice should be sent to DTC by using the appropriate DTC formatted Microsoft Excel spreadsheet (which contains the pertinent data fields) to be attached to the email. A copy of this format can be requested by emailing DTC's Redemption Notification Department at redemptionnotification@dtcc.com. If the Agent or Issuer has not previously submitted notice using the Microsoft Excel spreadsheet, the Agent or Issuer must notify the DTC's Redemption Notification Department and obtain a Redemption Agent Number for further use.

Delivery of the notice to an email address other than the email address set forth above will not constitute a valid notification.

DTC also offers a proprietary CCF file, known as the REDCAL file, that allows agent banks to communicate redemption call notices to DTC. The REDCAL file is available intraday from 7:30 AM through 6:00 PM ET. The REDCAL file utilizes NDM transmission.

The REDCAL file normally consists of a CCF header record, followed by the various functions detail records. Additional information regarding the REDCAL file specifications are available below.

DTCC offers enhanced access to all important notices via a Web-based subscription service. The notification system leverages RSS Newsfeeds, providing significant benefits including real-time updates and customizable delivery. To learn more and to set up your own DTCC RSS alerts, visit http://www.dtcc.com/subscription_form.php.

CCF Header Record Format:

Position	Length	Format	Field Name	Field Description
1	1	Character	Record ID	'H'
2	6	Character	Process Date	Date vendor provides file (mmddyy)
8	443	Character	Filler	

CCF Trailer Record Format:

Position	Length	Format	Field Name	Field Description
1	1	Character	Record ID	'T'
2	1	Character	Record Type	'A'
3	4	Numeric	Total Notices	Total notices ('A' records) in file
7	1	Character	Record Type	'X'
8	4	Numeric	Total Notices	Total 'X' records in file
12	1	Character	Record Type	'Y'
13	4	Numeric	Total Notices	Total Agent records ('Y') in file
17	1	Character	Record Type	'Z'
18	4	Numeric	Total Notices	Total 'Z' records in the file
22	1	Character	Record Type	'B'
23	7	Numeric	Total Notices	Total redemptions ('B' records) in the file
30	1	Character	Record Type	'C'
31	7	Numeric	Total Notices	Total certificates ('C' records) in the file
38	5	Character	Record Type	'TOTAL'
43	7	Numeric	Total Notices	Total redemption related records in the file. Excludes the header and trailer.

Redemption Notice Record Format:

Position	Length	Format	Field Name	Field Description
1	1	Character	Record ID	'A'
2	6	Date	Process Date	Date vendor provides the file (mmddyy)
8	64	Character	Issuer Name	Issuer name
72	64	Character	Issue Title	Issue title
136	6	Character	Record Date	Not currently used
142	11	Numeric	Original Amount Issued	Issue amount
153	11	Numeric	Total Called Amount	Total called amount
164	6	Numeric	Redemption Date	Redemption date
170	6	Numeric	Publication Date	Publication date
176	6	Numeric	Vendor ID	Unique identifier from vendor
182	24	Character	Filler	
206	1	Character	Verification Level	1-High, 2-Med, 3-Low
207	1	Character	Pre-Pub Indicator	'B'/Before, 'A'/After
208	1	Character	Conditional Payment	Y/N
209	291	Character	Filler	

Agent Record Format:

Position	Length	Format	Field Name	Field Description
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1	1	Character	Record ID	'Y'
2	9	Character	Pay Agent MICR	Not currently used
11	50	Character	Pay Agent Name	Pay Agent Name
61	40	Character	Agent Address	Agent Address
101	20	Character	City	City
121	2	Character	State	State
123	10	Character	Zip Code	Zip Code
133	12	Character	Contact Phone Number	Contact Phone Number
145	9	Character	Delivery Method	Delivery Method
154	8	Character	DTC Agent Number	DTC Agent Number
162	338	Character	Filler	

Redemption Record Format:

Position	Length	Format	Field Name	Field Description
1	1	Character	Record ID	'B'
2	9	Character	Security ID	CUSIP
11	6	Numeric	Interest Rate	Interest Rate
17	7	Numeric	Accrued Interest Rate	Accrued Interest Rate
24	6	Character	Maturity Date	Maturity Date (mmddyy)
30	1	Character	Issue Type	'M'/Muni, 'C'/Corporate
31	1	Character	Call Type	'F'/Full, 'P'/Partial, 'C'/CMO, 'U'/UIT
32	3	Numeric	Interest Days	Days to pay interest, if applicable
35	9	Character	Old CUSIP	Not currently used
44	1	Character	Transaction Code	Not currently used
45	8	Numeric	Price in Percent	Price
53	11	Numeric	Price Called	Price Called
64	1	Character	Convert Ind	Not currently used
65	1	Character	Record Status	'A'/Add, 'U'/Update, 'D'/Delete
66	11	Numeric	Accrued Interest	Accrued Interest
77	423	Character	Filler	

Certificate Record Format:

Position	Length	Format	Field Name	Field Description
1	1	Character	Record ID	'C'
2	4	Character	Certificate Prefix	Ex. 'Book', 'Fast'
6	10	Character	Certificate Number	Certificate Number
16	1	Character	Bond Type	'R' – Registered, 'B' – Bearer
17	10	Numeric	Denomination	Denomination of the certificate
27	10	Numeric	Called Amount	Called Amount
37	10	Numeric	Outstanding After	Uncalled Amount
47	453	Character	Filler	

Any questions regarding this Important Notice can be directed to P&I Announcements – Rebecca Hartnett, Associate Director (rhartnett@dtcc.com) and Stephen Shippersides, Associate Director (sshippersides@dtcc.com).