National City Corporation Securities Litigation

Submission of Claim Data in Computer Readable Formats

Certain claimants with large numbers of transactions, or certain claimants filing multiple claims may request, or may be requested, to submit information regarding their transactions via electronic files. This document is designed to provide these claimants with the instructions required to submit transaction data electronically.

Please Note: All Claimants MUST submit a manually signed paper Proof of Claim form listing all their transactions whether or not they also submit electronic copies. As is the case with filing paper claims, no electronic files will be considered to have been properly submitted unless the Claims Administrator issues to the Claimant a written acknowledgment of receipt and acceptance of electronically submitted data.

Related Documents:

1. **Electronic Filing Data Formatting Guidelines**
2. **Electronic Filing Template**

Option 1 - Submitting Transactional Data for Individual Claims

If you have 50 or more transactions related to your claim form, please submit your transaction data in electronic format. As mentioned above, you must also submit a manually signed paper Proof of Claim form listing all transactions.

- A typical electronically filed claim will include all transactions and the holding amounts and dates as listed on the Proof of Claim form.

- You may use the Electronic Filing Template (Microsoft Excel) for your submission or another electronic file that utilizes a similar format. Please see the Electronic Filing Data Format link on the web site for information on acceptable data field formatting.

- If the data was manually compiled from brokerage statements and/or confirmation slips, you still need to include with your claim form copies of these documents as supporting documentation. If a financial institution created the data file from its data-retention system, please see the section titled “Additional Documentation”.

Option 2 - Transaction Data for Multiple Claims / Brokerage Firm Submission

In the event that you are preparing data for five or more claims – two files must be provided: 1) a file identifying the claimants; and, 2) a file containing the transaction data for the claimants.

- You may use the Electronic Filing Template (Microsoft Excel) for your submission or another electronic file that utilizes a similar format. The template includes separate tabs for participants and for each individual security.

- Please see the Electronic Filing Data Format link on the web site for information on acceptable data field formatting.

- A typical electronically filed claim will include all transactions and the holding amounts and dates as listed on the Proof of Claim form.

Additional Documentation

Your electronic file must be accompanied by a cover letter (on the letterhead of the institution) stating that the data was obtained from your record-retention system and it is accurate to the best of your knowledge. The signature page (one signature may be sufficient) must have with it a copy of the fiduciary agreement or a letter indicating that representatives of your company are authorized to sign claim forms on behalf of the clients.

Suggested language: "Enclosed please find a CD containing a complete record of our National City Securities trading activity and holding positions during the Class Period. The data was obtained directly from our trade entry/data-retention system. This information is true and complete, to the best of our knowledge."

Should we find that the data provided was not sufficient or was not prepared in accordance with these guidelines, we will require further information and/or documentation. In such event, our office will be in contact with you either by phone or by mail.

Acceptable Media

CD-ROM media will be accepted, provided they are clearly labeled. If you submit your file via email you still need to send a hard copy on disk to be considered properly submitted.

Alternate Data Formats

If MS Excel is unavailable to you, you may submit your data in an ASCII format – either in a comma separated variable or tab delimited format. The file format should be comparable to the one identified above. If you provide an ASCII file, you must provide a detailed file layout, including record counts. If you do not provide a file layout, your file will be returned to you.

Encrypted Files

The Claims Administrator will accept files encrypted using PGP. A copy of the Claims Administrator's public key is available for download from:

www.nationalcitysecuritiessettlement.com

Programs to encrypt files using PGP are widely available for download, including, www.pgp.com (commercial) and www.gnupg.org (freeware).

Support

For any additional data file questions, please complete the contact form on the web site.