

# IN RE NEW CENTURY SECURITIES LITIGATION SETTLEMENT

## Submission of Label Data in Computer Readable Formats

If you purchased or otherwise acquired New Century Common Stock, 9.125% Series A Cumulative Preferred Stock, 9.75% Series B Cumulative Redeemable Preferred Stock, and or Call Options and/or sold Put Options during the Class Period for the beneficial interest of persons or organizations other than yourself, you must either (a) send a copy of this Notice and the Claim Form to the beneficial owners of such New Century securities, postmarked no later than fourteen (14) days after you receive this Notice, or (b) provide the names and addresses of such persons or organizations no later than fourteen (14) days after you receive this Notice to *In re New Century Securities Litigation Settlement*, c/o Analytics, Incorporated, Claims Administrator, PO Box 2004, Chanhassen, MN 55317-2004. If you choose the second option, the Claims Administrator will send a copy of the Notice and the Claim Form to the beneficial owners. Upon full compliance with these directions, such nominees may seek reimbursement of their reasonable expenses actually incurred, by providing the Claims Administrator with proper documentation supporting the expenses for which reimbursement is sought. Copies of this Notice and the Claim Form can be obtained from the website maintained by the Claims Administrator, [www.newcenturysettlement.com](http://www.newcenturysettlement.com), or by calling toll-free 1-866-308-7615, or from Lead Counsel's website, [www.blbglaw.com](http://www.blbglaw.com).

To facilitate the transfer of data to the Claims Administrator, we have prepared the following guidelines for electronic data submission.

### Preferred Format – Microsoft Excel

The preferred data format for all data transfers is Microsoft Excel. The file should contain no more than ten name and address columns. Figure 1, below, illustrates a representative MS Excel spreadsheet, and a sample spreadsheet is available for download from [www.newcenturysettlement.com](http://www.newcenturysettlement.com).

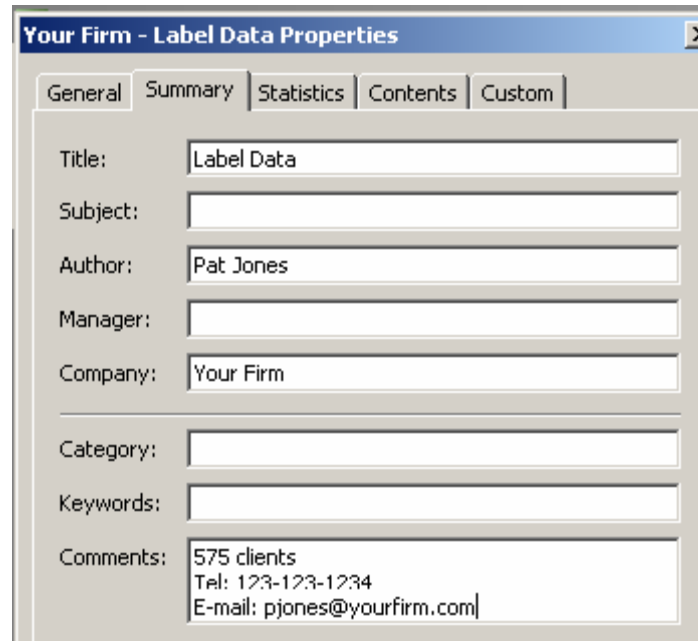
Figure 1: MS Excel Sample File

Name 1	Name 2	Name 3	Address 1	Address 2	City	State	Zip	Country
Jane Doe			123 Main St.		My Town	MN	12345	
Magnolia Trust Co.	Bank of New Ulm	Attn: Stacy Grey	333 Oak Ave.	2nd Fl	Chaska	MN	55123	
Jon Smith and	Jane Smith	JT	5521 Olive Blvd.		New Ulm	MN	55111	
Sean O'Malley	c/o Global Globes		PO Box 1		Auckland		312	New Zealand

## Labeling Your File

To ensure accuracy, please fully complete the summary tab (click File > Properties) for each file that you submit. Figure 2 below, contains an example of the information that you should provide.

Figure 2: Summary Example



The image shows a screenshot of a Windows-style dialog box titled "Your Firm - Label Data Properties". The dialog has five tabs: "General", "Summary", "Statistics", "Contents", and "Custom". The "Summary" tab is selected. The fields are as follows:

Title:	Label Data
Subject:	
Author:	Pat Jones
Manager:	
Company:	Your Firm
Category:	
Keywords:	
Comments:	575 clients Tel: 123-123-1234 E-mail: pjones@yourfirm.com

## 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.

## Acceptable Media

Data can be sent to the Claims Administrator using either 3.5” IBM®/Windows® formatted disks or CD-ROM media, provided they are clearly labeled.

## 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.newcenturysettlement.com](http://www.newcenturysettlement.com).

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

### **Where to Submit Data**

Please send your data files to:

*In re New Century Securities Litigation Settelement*  
c/o Analytics, Incorporated, Claims Administrator  
PO Box 2004  
Chanhassen, MN 55317-2004

### **Receipt Confirmation**

The Claims Administrator will send a written confirmation of our receipt of your electronic files within fourteen (14) days of receipt. Do not assume your files have been received by the Claims Administrator until you receive written confirmation of its receipt. If you do not receive an acknowledgement letter within fourteen (14) days of our receipt of the file, then please contact the Claims Administrator toll free at 1-66-308-7615.

### **Support**

For general questions regarding data issues, please complete the form located on the web site.