

# Electronic Filing Instructions Lehman Brothers Equity/Debt Securities Litigation EY Settlement

## I. Important Notes – PLEASE READ

These instructions relate to the settlement reached with Ernst & Young LLP ("EY") in the class action lawsuit *In re Lehman Brothers Equity/Debt Securities Litigation*, Case No. 08-CV-5523-LAK (S.D.N.Y.).

If you previously submitted electronic claim(s) in connection with the prior settlements in this Action with certain Lehman Directors and Officers (the "D&O Settlement") and with certain Underwriter Defendants (the "UW Settlements") (collectively the "Prior Settlements"), you would have received an email on December 18, 2013 with a listing of these previously filed claims and their status with respect to the EY Settlement.

Under the terms of the EY Settlement, previous filed claims may be **automatically** deemed eligible claims with respect to the transactions in the Lehman securities covered by the Settlement (the "Lehman Securities") for which your claim was previously approved in the Prior Settlements, so long as the approved transactions calculate to an Overall Recognized Claim under the Plan of Allocation for the EY Settlement.

#### You do not need to do anything further at this time to participate in the EY settlement.

If you did not file a claim in the Prior Settlements or wish to add additional transactions to a previously filed claim, you may file a new claim by following these instructions and requirements.

- Electronic claim submissions apply to institutions filing on behalf of multiple client or proprietary accounts.
- Electronic claim submissions MUST be accompanied by all documentation requirements outlined in section III of these instructions.
- An eligible CUSIP number must be given on every row of your electronic claim file.

## II. Eligible Securities

**Note:** Information requested with respect to your purchases/acquisitions of Lehman Securities from September 16, 2008 through and including October 28, 2008 is needed in order to balance your claim; purchases/acquisitions during this period, however, are not eligible under the Settlements and will not be used for purposes of calculating your Recognized Claim(s) pursuant to the Plans of Allocation for the respective Settlements.

### LEHMAN COMMON STOCK (CUSIP 524908100)

- Beginning holdings are the number of shares of Lehman common stock shares held at the beginning of trading on **June 12, 2007**.
- Provide all purchases and/or acquisitions, including free receipts, and all sales, including free deliveries, of Lehman common stock during the period between **June 12, 2007** and **October 28, 2008**, inclusive.
- Unsold holdings are the number of shares of Lehman common stock held at the close of trading on **October 28, 2008**.

#### LEHMAN PREFERRED STOCK (CUSIPs 52520W317, 52523J453 & 52520W218)

Code	Preferred Security Description	Initial Offering Date	CUSIP
P1	7.95% Non-Cumulative Perpetual Preferred Stock, Series J (the "Series J Shares")	2/5/2008	52520W317
P2	7.25% Non-Cumulative Perpetual Convertible Preferred Stock, Series P (the "Series P Shares")	4/4/2008	52523J453
P3	8.75% Non-Cumulative Mandatory Convertible Preferred Stock, Series Q (the "series Q Shares")	6/12/2008	52520W218

- There are NO beginning holdings for Preferred Stock in this litigation. If your records indicate that a trade occurred prior to the initial offering dates listed above, please include it as a purchase rather than a beginning holding position.
- Provide all purchases and/or acquisitions, including free receipts, and all sales, including free deliveries, of Lehman preferred stock during the period from the opening of trading on the relevant initial offering dates listed above through and including the close of trading on **October 28, 2008**.
- Unsold holdings are the number of shares of Lehman preferred stock held at the close of trading on **October 28, 2008**.

### SENIOR UNSECURED NOTES & SUBORDINATED NOTES

- See **Table A** (pages 10-12) for a full list of CUSIP numbers for Senior Unsecured Notes and Subordinated Notes.
- There are NO beginning holdings for Senior Unsecured Notes and Subordinated Notes in this litigation
- Provide all purchases and/or acquisitions, including free receipts, and all sales, including free deliveries, of Senior Unsecured Notes and Subordinated Notes listed in Table A at any time through and including the close of trading **October 28, 2008**.
- Unsold holdings are the principal amount of Senior Unsecured Notes and Subordinated Notes held as of the close of trading on **October 28, 2008**.

## CALL OPTIONS

- Beginning holdings are the number of call option contracts owned as of the opening of trading on **June 12, 2007**.
- Provide all purchases of call option contracts between **June 12, 2007** and **October 28, 2008**, inclusive, and the sales of these call option contracts (including all such sales no matter when they occurred).

## PUT OPTIONS

- Beginning holdings are the number of put option contracts you were obligated on at the opening of trading on **June 12, 2007**.
- Provide all sales (writing) of put option contracts between **June 12, 2007** and **October 28, 2008**, inclusive, and the repurchases of these put option contracts (including all such repurchases no matter when they occurred).

# III. Methods of Submission

Electronic files will not be deemed properly submitted unless the Claims Administrator issues an email after processing your file with your claim numbers and respective account information. Do not assume that your file has been received or processed until you receive this email. If you do not receive such an email within 10 days of your submission, you should contact the electronic filing department at <u>eClaim@gardencitygroup.com</u> to inquire about your file and confirm it was received and acceptable.

The following methods are available for submitting your electronic claims:

### 1. Internet – GCG ICE (www.gcgice.com)

- GCG ICE<sup>™</sup> is GCG's secure and user-friendly website designed to meet the claim filing needs of institutional investors in securities class actions. Using GCG ICE<sup>™</sup>, registered users have the ability to upload their electronic claim submissions directly and securely to GCG and the benefit of being able to view the history and status of these submissions 24 hours a day, 7 days a week. The history and status functionality features access to claim numbers and specific claim rejection reasons, with instructions on how to fix rejected claims.
- Please visit www.gcgice.com to register today so you can benefit from this service in this litigation and all future submissions.

### 2. <u>Email</u>

- You may email your electronic claim submission to <u>eClaim@gardencitygroup.com</u>.
- If you choose to email your file, you MUST also attach all documentation requirements in the email as .pdf documents or equivalent.
- 3. <u>Mail</u>
  - You may send your electronic claim submission in the mail on a disk or CD along with all other documentation requirements. Please use the P.O. Box address on top of page 1 of the Proof of Claim and Release claim form and add "Attn: Electronic Filing Department". If you need to send your submission via Federal Express or UPS, you may use the below street address:

In re Lehman Brothers Equity/Debt Securities Litigation – EY Settlement c/o GCG, Inc. Attn: Electronic Filing Department 5151 Blazer Parkway, Suite A Dublin, OH 43017

## IV. Documentation Requirements

The documentation requirements outlined below must be submitted with your electronic file. Your electronic claims will <u>not</u> be considered valid until all documentation requirements are received. Please note that one single document may meet more than one requirement.

#### 1. One Signed Proof of Claim and Release

- You must complete the Claimant Identification page (Section A page 2) and the Release and Signature page (Section I - page 13) of a single Proof of Claim and Release form, which will serve as an "umbrella" or "master" claim form for all accounts on your electronic file.
- The claim form <u>must</u> be signed by an authorized signatory and state the capacity (job title) of the signatory.
- You may reference the term "Various Accts" for the beneficial owner name if you are filing on behalf of multiple accounts or clients.

#### 2. Signature Verification Document

• You must provide a current document verifying that the individual who signed the claim form and any supplemental documents is authorized to sign on behalf of his/her company.

Some common types of documents that fulfill this requirement include the following:

- Copy of company's By-Laws, including signature page(s)
- Copy of company's Corporate Resolution, including signature page(s)
- Notarized Affidavit signed by an officer of the institution clearly granting specific individual(s) authorization or confirming his/her authority to sign on behalf of his/her company.

#### 3. Data Verification Document(s)

- You must provide a dated and signed letter on firm letterhead or notarized affidavit containing the following information:
  - Confirm number of distinct accounts and transactions on your file
  - Verify the source of your data (i.e. internal data retention system)
  - Attest to the truth and accuracy of the transactions and holdings on your electronic file.
  - Signature from an authorized signatory with job title and contact information.

- 4. Authorization Document (if filing on behalf of client or customer accounts)
  - You must provide a current document verifying that you are authorized to file and sign claims on behalf of your clients<sup>1</sup>. Some common types of documents that fulfill this requirement include the following:
    - Power of Attorney
    - Service Agreement
    - Signed/dated letter on client's company letterhead specifically granting your company authority to file/sign claims on their behalf.
  - If you have a fiduciary duty to file claims on behalf of your clients, you may
    provide a notarized affidavit or signed letter on your company's letterhead
    confirming your capacity and authority to file and sign claims on behalf of your
    clients. It must be executed by an officer of the company and reference the
    job title and contact information of the signatory.

### Additional Documentation (if requested) - Data Integrity Audit

GCG may request random entities, as deemed appropriate by GCG, who file claims electronically to provide documentation to support certain transactions and/or holdings in specific claims. This data integrity audit is designed to verify the overall integrity of a data file. Accordingly, the documentation provided must be independent in nature and sufficient to verify the validity and accuracy of the entire data file.

Even if you provided a letter/affidavit attesting to the truth and accuracy of your data when initially submitting your file electronically, we will <u>require</u> specific documentary evidence (trade confirmations, monthly statement, or equivalent) to independently verify the details of the transactions and/or holdings requested, if your file is selected for a data integrity audit.

### \* Failure to comply with this audit request will result in the rejection of ALL claims on your electronic submission \*

## V. Required Filing Format

### General Instructions

- Files may be submitted as a fixed-length text file or an Excel spreadsheet
- <u>All fields in the below format must be included on your file</u>
- Any fields that do not apply to your file <u>must</u> be left blank (do <u>not</u> delete any fields)
- Your file <u>must</u> include <u>one</u> header row with column headings

<sup>&</sup>lt;sup>1</sup> If you are filing in a third-party capacity and your client is <u>not</u> the beneficial owner then current documentation must also be provided to confirm that your client is authorized to file on behalf of their clients who are the ultimate beneficial owners.

- Your file <u>must</u> be sorted in the following order:
  - o account number
  - o security identifier
  - o transaction type
- Do not exceed maximum character lengths for any field
- <u>Do not</u> provide any blank rows on your file
- Any files not in accordance with the below format are subject to rejection
- For Excel spreadsheets:
  - Whenever possible, your file should be limited to one tab with <u>all</u> account and transactional data
  - The "Length" column in the below format specifies the maximum number of characters for each Excel field

### **Required File Layout**

Col	Field	Start Positio n	Lengt h	Notes
A	Company Name	1	40	Name of Company for Mailing of Checks (see Address Notes below)
				<ul> <li><u>Include</u> a "c/o" before your company name if you require checks made out to the beneficial owner c/o your company.</li> </ul>
В	Address 1	41	40	Address1 Information for Mailing of Checks (see Address Notes below)
С	Address 2	81	40	Address2 Information for Mailing of Checks (see Address Notes below)
D	City	121	30	City for Mailing of Checks (see Address Notes below)
Е	State	151	2	2 Character State Abbreviation for Mailing of Checks (see Address Notes below)
F	Zip5	153	5	5 Digit Zip for Mailing of Checks (see Address Notes below)
G	Zip4	158	4	4 Digit Zip for Mailing of Checks (see Address Notes below)
Н	Country Code	162	2	2 character Country abbreviation ( <b>only</b> for foreign addresses)
Ι	Customer Acct Name	164	40	Name of Account / Beneficial Owner
J	Customer Acct Number	204	30	Account Number
K	SSN or Tax ID Number	234	4	Last 4 digits of Social Security Number or Tax ID Number (leave column blank for foreign entities);
L	Security Identifier	238	14	CUSIP, ISIN, or SEDOL Number of the Security
	Number			For options, insert the following codes:
				OP = Put Option
				OC = Call Option
М	Transaction	252	2	B = Beginning Holdings
	Туре			<b>P</b> = Purchase (includes purchases to cover short sales)
				<b>S</b> = Sale (includes short sales)
				U = Unsold Holdings
				<b>R</b> = Free Receipt (Transfer In)

			r	D Free Deliver (Tree efer Out)
				<b>D</b> = Free Deliver (Transfer Out)
				<b>Note</b> : When inputting unsold holdings, the trade date column <u>must</u> indicate the holding date and the price per share and net amount columns <u>must</u> be left blank.
Ν	Trade Date	254	10	Trade date in <b>MM/DD/YYYY</b> format (including foreign entities)
0	Quantity	264	20	Number of shares associated with the transaction.
Ρ	Price Per Share	284	20	<ul> <li>Price of each share</li> <li>This column should be blank <u>ONLY</u> when providing beginning and/or ending holdings or shares received from a merger.</li> </ul>
Q	Total Purchase/Sale Price	304	20	<ul> <li>Total purchase or sale price (excluding commissions, taxes, and fees)</li> <li>This column should be blank <u>ONLY</u> when providing beginning and/or ending holdings or shares received from a merger.</li> </ul>
R	Currency Type	324	3	Type of currency associated to transaction (USD, EUR, GBP, etc.)
S	Option Exercise or Assignment	327	1	<ul> <li>A = Assigned, E = Exercised</li> <li>This column <u>must</u> be used if:         <ul> <li>Common stock transaction is the result of the exercise or assignment of an option; or</li> </ul> </li> </ul>
Т	Exercise / Assign Date – only applies to option transactions	328	10	<ul> <li>ONLY APPLIES TO OPTION TRANSACTIONS</li> <li>The date that the call or put option was exercised or assigned <ul> <li>Date in MM/DD/YYYY format (including foreign entities)</li> <li>This column must be populated for option transactions when A or E is in column S</li> </ul> </li> </ul>
U	Option/Common Stock Links (for exercise and assignments)	338	6	<b>ONLY APPLIES TO OPTION TRANSACTIONS</b> This column should be used to link your specific common stock transactions and options transactions that relate to exercise/assignments. Please use a "1" on both transactions for your first option/common stock match-up and continue in sequential order on all other match-ups (1, 2, 3, 4, etc.)
V	Option Strike Price	344	5	ONLY APPLIES TO OPTION TRANSACTIONS This column must reference the strike price of the call/put option identified in column L.
W	Expiration Month and Year	349	10	ONLY APPLIES TO OPTION TRANSACTIONS This column must reference the expiration date of the call/put option identified in column L but will only display month and year.

# VI. Address Notes

• Claims and checks (when eligible) will be created based on the account and address information provided on your electronic file.

- If you require checks to be made out directly to the beneficial owner, please include a "c/o" before your company name in column A of your file.
- For foreign addresses, the two character country code must be provided in column H, all address information (including full country names and provinces) must be included in the two address fields (columns B-C), and the city, state, zip fields (columns D-G) must be left blank.

## VII. Transfers

Free receive/free deliver (transfer in/out) transactions are <u>not</u> eligible for payment unless you have additional information regarding the original purchase(s) from the prior account or the ultimate sale(s) or ending holdings from the subsequent account.

If you have this information, you must combine or amend your accounts as follows:

- <u>Shares Received into Account</u> Provide the beginning holdings and/or original purchase of these shares from the prior account rather than the "free receive" transaction.
- <u>Shares Delivered out of Account</u> Provide the sale(s) and/or ending holdings from the subsequent account rather than the "free deliver" transaction.

If you have no information available on the original purchase/subsequent sale, you must provide the free receive/deliver transactions in their respective claim(s) for **balancing purposes only**. A free receive or transfer in must be reflected as a transaction type "R" and a free deliver or transfer out must be reflected as a transaction type "D" (prices and net amounts must be zero). THESE TRANSACTIONS WILL NOT BE CONSIDERED ELIGIBLE AND WILL BE EXCLUDED FROM THE CALCULATION OF YOUR CLAIM.

## Table A

Security	Issue Date	Cusip
100% Principal Protection Notes Linked to a Global Index Basket	March 30, 2007	52520W564 524908VP2
Performance Securities with Partial Protection Linked to a Global Index Basket	March 30, 2007	52520W556 524908VQ0
100% Principal Protection Callable Spread Daily Accrual Notes with Interest Linked to the Spread between the 30-year and the 2-year Swap Rates	April 30, 2007	52517PX63
Performance Securities with Partial Protection Linked to a Global Index Basket	April 30, 2007	52520W515
100% Principal Protection Notes Linked to a Currency Basket	May 31, 2007	52520W440
Medium-Term Notes, Series I	June 15, 2007	52517P2S9
100% Principal Protection Callable Spread Daily Accrual Notes with Interest Linked to the Spread between the 30-year and the 2-year Swap Rates	June 29, 2007	52517P2P5
6% Notes Due 2012	July 19, 2007	52517P4C2
6.50% Subordinated Notes due 2017	July 19, 2007	524908R36
6.875% Subordinated Notes Due 2037	July 19, 2007	524908R44
100% Principal Protected Notes Linked to a Basket Consisting of a Foreign Equity Component and a Currency Component	July 31, 2007	524908K25
100% Principal Protection Callable Spread Daily Accrual Notes with Interest Linked to the Spread between the 30-year and the 2-year Swap Rates	July 31, 2007	52517P3H2
Partial Principal Protection Notes Linked to a Basket of Global Indices	August 1, 2007	524908J92
Annual Review Notes with Contingent Principal Protection Linked to an Index	August 22, 2007	52517P4Y4
Medium-Term Notes, Series I	August 29, 2007	52517P4T5
100% Principal Protection Notes Linked to an International Index Basket	August 31, 2007	52522L186
100% Principal Protection Notes Linked to a Global Index Basket	August 31, 2007	52522L889
6.2% Notes Due 2014	September 26, 2007	52517P5X5
7% Notes Due 2027	September 26, 2007	52517P5Y3
Performance Securities with Partial Protection Linked to a Global Index Basket	September 28, 2007	52522L244

<sup>\*</sup> The Issue Dates presented in this chart are presented solely for the purpose of identifying the specific security and are not meant to be the

first dates on which an investor could have traded in the respective security. If your trade occurs before the Issue Date presented in this chart,

such trade will be considered for the purposes of calculating your claim.

100% Principal Protection Callable Spread Daily Accrual Notes with Interest Linked to the Spread between the 30-year and the 2-year Swap Rates	September 28, 2007	52517P5K3
Medium-Term Notes, Series I, 100% Principal Protection Notes Linked to an Asian Currency Basket	October 31, 2007	52520W341
Return Optimization Securities Linked to an Index	October 31, 2007	52522L319
Return Optimization Securities Linked to an Index	October 31, 2007	52522L335
100% Principal Protection Absolute Return Barrier Notes Linked to the S&P 500 Index	October 31, 2007	52522L293
100% Principal Protection Notes Linked to an Asian Currency Basket	November 30, 2007	52520W333
Return Optimization Securities with Partial Protection Linked to the S&P® 500 Index	November 30, 2007	52522L459
Medium-Term Notes, Series I	December 5, 2007	5252M0AU1
Medium-Term Notes, Series I	December 7, 2007	5252M0AW7
3.75% Subordinated Notes Due 2017	December 21, 2007	5249087M6
Aedium-Term Notes, Series I	December 28, 2007	5252M0AY3
Return Optimization Securities with Partial Protection Linked to the S&P 500® Index	December 31, 2007	52522L491
625% Notes Due 2013	January 22, 2008	5252M0BZ9
Aedium-Term Notes, Series I	January 30, 2008	5252M0BX4
100% Principal Protection Callable Spread Daily Accrual Notes with Interest Linked to the Spread between the 30-year and the 2-year Swap Rates	January 31, 2008	52517P4N8
00% Principal Protection Notes Linked to an Asian Currency Basket	January 31, 2008	52520W325
100% Principal Protection Absolute Return Barrier Notes Linked to the S&P 500® Index	January 31, 2008	52522L525
ehman Notes, Series D	February 5, 2008	52519FFE6
Autocallable Optimization Securities with Contingent Protection Linked to the S&P 500® Financials Index	February 8, 2008	52522L657
Medium-Term Notes, Series I Principal Protected Notes Linked to MarQCuS Portfolio A (USD) Index	February 14, 2008	5252M0DK0
Buffered Return Enhanced Notes Linked to the Financial Select Sector SPDR Fund	February 20, 2008	5252M0DH7
Nedium-Term Notes, Series I	February 27, 2008	5252M0CQ8
100% Principal Protection Callable Spread Daily Accrual Notes with Interest Linked to the Spread between the 30-year and the 2-year Swap Rates	February 29, 2008	5252M0CZ8
Return Optimization Securities With Partial Protection Notes Linked to the S&P $500^{\circ}$ ndex	February 29, 2008	52522L574
00% Principal Protection Absolute Return Barrier Notes Linked to the Russell 2000® ndex	February 29, 2008	52522L566
100% Principal Protection Notes Linked to an Asian Currency Basket	February 29, 2008	52523J412

Medium-Term Notes, Series I	March 13, 2008	5252M0EH6
Return Optimization Securities With Partial Protection Notes Linked to the S&P 500 $^{\mbox{\scriptsize B}}$ Index	March 31, 2008	52522L806
Return Optimization Securities with Partial Protection Notes Linked to the MSCI EM Index	March 31, 2008	52522L814
Bearish Autocallable Optimization Securities with Contingent Protection Linked to the Energy Select Sector SPDR® Fund	March 31, 2008	52522L871
100% Principal Protection Absolute Return Barrier Notes Linked to the Russell 2000® Index	March 31, 2008	52522L798
Medium-Term Notes, Series I	April 21, 2008	5252M0EY9
Medium-Term Notes, Series I	April 21, 2008	5252M0FA0
Return Optimization Securities with Partial Protection Linked to a Basket of Global Indices	April 23, 2008	52523J172
6.875% Notes Due 2018	April 24, 2008	5252M0FD4
Lehman Notes, Series D	April 29, 2008	52519FFM8
Buffered Semi-Annual Review Notes Linked to the Financial Select Sector SPDR® Fund	May 7, 2008	5252M0FR3
7.50% Subordinated Notes Due 2038	May 9, 2008	5249087N4
Return Optimization Securities with Partial Protection Linked to the S&P 500 Financials Index	May 15, 2008	52523J206
Medium-Term Notes, Series I	May 19, 2008	5252M0FH5
Return Optimization Securities with Partial Protection Linked to the S&P 500® Financials Index	May 30, 2008	52523J230
Annual Review Notes with Contingent Principal Protection Linked to the S&P 500® Index	June 13, 2008	5252M0GM3
Medium-Term Notes, Series I	June 26, 2008	5252M0GN1
100% Principal Protection Absolute Return Barrier Notes	June 30, 2008	52523J248
100% Principal Protection Absolute Return Barrier Notes	June 30, 2008	52523J255