

Starr v. The United States of America

GUIDE FOR ELECTRONIC FILING

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A Electronic File Template Layout

1. Overview

This case does not involve transactional claims. There is a Class Action Enrollment Form and Declaration (“Enrollment Form”) that must be completed, by the filer, for beneficial owners to be included in the Class Action.

2. Security and Integrity

Security of systems and applications and confidentiality of data is of utmost importance to Rust. Rust maintains a unified compliance posture including:

- A system Certification & Accreditation under the Federal Information Security Management Act (FISMA and NIST);
- An annual SSAE 16 (formerly SAS 70) Type II audit of our data and system controls and protocols;
- Compliance with and adherence to Safe Harbor Principles; and
- Compliance with Gramm-Leach-Bliley Act (GLBA) and the Health Insurance Portability and Accountability Act (HIPAA).

3. Filing Requirements

In addition to the instructions contained in the Notice and Enrollment Form, you must comply with ALL of the following or YOUR FILE WILL BE REJECTED.

1. Class Action Enrollment Form and Declaration

Each filing entity must include one (1) completed Enrollment Form per submission. This Enrollment Form will serve as the master for all of the accounts included in your filing. The Enrollment Form should include the name, street address (a Post Office box is NOT acceptable), telephone number and email address of the filing entity and be signed by an authorized signatory and must state the capacity of the person signing.

2. Authorization Documentation

Each submission must include documentation showing authority to file on behalf of the clients included in the submission.

3. Data

Data must be submitted as an Excel spreadsheet or a fixed-length text file and include all of the fields, column headings and should also be in the same order and format as listed in Appendix A.

4. Submission Method

Electronic Enrollment Forms must be submitted via one of the methods listed below. If your Enrollment Form is not filed as described below it may not be received and processed properly. **DO NOT SUBMIT YOUR ENROLLMENT FORM TO INDIVIDUAL EMPLOYEES OF RUST CONSULTING.**

- Rust Consulting eData Vault: <https://edatavault.rustconsulting.com>
- By US Mail to: Starr v. The United States of America, Attn: Electronic Claim Dept., c/o Rust Consulting, Inc., P.O. Box 2432, Faribault, MN 55021 – 9132
- By Courier to: Starr v. The United States of America, Attn: Electronic Claim Dept., c/o Rust Consulting, Inc, 201 S Lyndale Ave, Faribault, MN 55021

4. Additional Requirements

- **DUPLICATIVE ENROLLMENT FORMS:** Electronic Enrollment Forms are compared to paper Enrollment Forms received to eliminate duplicative filings. Any Enrollment Forms filed by, or on behalf of, a beneficial owner will take precedence over an electronic Enrollment Form by a custodian, broker, nominee, or third party filer. Additionally, by signing the Enrollment Form, you are certifying that you have not submitted any additional Enrollment Forms and know of no other person having done so on behalf of the beneficial owner.
- Once notification of a rejected submission has been made, whether resulting from non-compliance with the filing requirements or for any other reason, no further communication will be sent regarding the rejection. It is the responsibility of the filing entity to timely provide a replacement file.
- Rust Consulting reserves the right to reject your electronic filing and require that you submit your Enrollment Forms in hardcopy with complete documentation.

If you have any additional questions or need assistance regarding this settlement, please contact us via email at info@starrtakingclaim.com

APPENDIX A

ELECTRONIC FILE TEMPLATE LAYOUT

Column	Element/Attribute	Description	Format
A	Beneficial Owner Name <<or>> Entity	Name of the beneficial owner or Entity. Prints on letters and/or checks. If IRA and you want the check made out to IRA, use the following format: JONES IRA	Char 50
B	Joint Beneficial Owner Name <<or>> Entity (continued)	Name of the joint or co-beneficial owner; or additional space to continue identification of the Entity owner. Prints on letters and/or checks.	Char 50
C	Responsible Party Name	Representative Name, if applicable (e.g. executor, custodian, trustee, administrator, nominee, etc.). Identifies a person to contact if submitter was an entity. Used for correspondence, but not included on the check instrument.	Char 50
D	Addr1	The address line 1 field is used in the mail address block for checks and/or letters.	Char 50
E	Addr2	The address line 2 field is used in the mail address block for checks and/or letters.	Char 50
F	City	The city field is used in the mail address block for checks and/or letters. (DO NOT USE THIS FIELD FOR FOREIGN ADDRESSES).	Char 30
G	State	The state field is used in the mail address block for checks and/or letters. (DO NOT USE THIS FIELD FOR FOREIGN ADDRESSES).	Char 2
H	Zip5	Zip5 (DO NOT USE THIS FIELD FOR FOREIGN ADDRESSES).	Char 5
I	Zip4	Zip4 (DO NOT USE THIS FIELD FOR FOREIGN ADDRESSES).	Char 4
J	Country	The country field is for foreign addresses and is used in the mail address block for checks and/or letters. (DO NOT USE FOR DOMESTIC ADDRESSES, i.e. U.S.A., Puerto Rico, Virgin Islands, or APO).	Char 25
K	Account Number	Required – Account number.	Char 20
L	Taxpayer Id #	Taxpayer Social Security Number or Employer Identification Number. If the Beneficial Owner is a foreign entity, populate this field with "Foreign".	Char 11
M	Credit Agreement Class	Indicate whether the beneficial owner is part of this class.	Y or N
N	Stock Split Class	Indicate whether the beneficial owner is part of this class	Y or N