

# CIRCULAR



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**To: Back Office Accounting Suppliers  
Clearing Members  
Floor Members**

**No: 311/99**

## **Last Day of Trading November 1999 - Ten Year & Three Year Bond Serial Option Contracts**

The November 1999 Ten Year and Three Year Bond Serial Option contracts cease trading at 12:30pm on Monday, 15 November 1999.

The table below outlines the requirements for Traders, Back Office staff and BOA providers for the 12:30pm Option Expiry process.

### **Processing Timetable**

| <b>Deadline</b> | <b>Activity</b>  |
|-----------------|--|
| 12:30pm         | Trading closes in the XB & YB November Serial Option contracts   |
| 1:00pm          | <b>Clearing Members</b> to submit Notice of Option Exercise/Abandonment forms to SFECH (for <b>manual</b> exercise/abandonments only)  |
| 1:30pm          | <b>All trades in the expiring options month confirmed within STACS</b><br><b>SFE will apply contract lock ensuring no more allocations/assignments can be performed via STACS</b>  |
| 2:00pm          | Clearing Members download Reported Position file for expiring option contract(s) to SFE Operations<br><br>Members who submit a Reported Position file via a bureau should allow 15 minutes for transfer of the files from the bureau to the Exchange |

Members/BOA's should be aware that it is **critical** that these times are met, in order for assigned positions (resulting from manual exercise/abandonments) to be advised before the close of trading in the underlying futures contracts. To ensure timeliness of such notification, SFE and SFECH **will not permit any extensions** to the cut-off times above.

Please ensure you are in a position to comply with these requirements.

**Angie Kingham**  
**Manager; Trade Administration**

**11/11/99**

**SYDNEY FUTURES EXCHANGE LIMITED**  
**ACN 000 299 392**

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