

Electronic Filing Instructions
In re: Williams Securities Litigation

PLEASE READ:

ELECTRONIC FILING APPLIES TO BROKERS OR INSTITUTIONS THAT FILE CLAIMS ON BEHALF OF SEVERAL ACCOUNTS, OR CLASS MEMBERS WHO ARE FILING A CLAIM WITH A LARGE NUMBER OF TRANSACTIONS (100+).

Electronic Filing Requirements

1. Proof of Claim and Release form (Master)

This claim form serves as a master Proof of Claim and Release form for one or all of the accounts included on your file.

- You may obtain a Proof of Claim and Release form by printing one from this website. Complete the box (sample shown below) on Page 1 of the Proof of Claim and Release form as well as the Daytime/Evening Telephone Number and Email address. Be sure to include company name, account name/number, and company address. If submitting an electronic file on behalf of several accounts, enter "Various Accounts" for the account name/number.

WRITE ANY NAME AND ADDRESS CORRECTIONS BELOW OR IF THERE IS NO PREPRINTED DATA TO THE LEFT, YOU MUST PROVIDE YOUR FULL NAME AND ADDRESS HERE:
Name:
Address:
City:
State/Country:
Zip Code:

Ex.

Company Name FBO Various Accounts Company Address

OR

Various Accounts c/o Company Name Company Address

- Read Release language and sign Release on Page 9 of Proof of Claim form.
 - The signature on the claim form must reference the capacity of the signatory.
 - **You must also include verification of an individual's authority to sign on behalf of his/her company (affidavit, company by-laws, or corporate resolution with authorized signatory page)**
 - **If filing on behalf of your clients, you must include a signed letter on letterhead or other document providing your authorization to sign on behalf of your clients (affidavit, power of attorney, trust agreements, etc.)**

2. Excel spreadsheet or other electronic file containing account information and transactional data that MUST be created in accordance with our required filing format.

- The required filing format for this case is provided below.
- A completed cover sheet MUST be submitted with your electronic file.
 - The cover sheet must include the total number of accounts, total number of transactions, and contact name(s) with phone number(s) and e-mail address(es). A blank cover sheet is attached at the end of these instructions.
- **YOUR ELECTRONIC FILE IS SUBJECT TO REJECTION, IF NOT IN ACCORDANCE WITH OUR REQUIRED FILING FORMAT.**

3. Hard copy supporting documentation.

- You must submit paper documents with your Proof of Claim and Release form that will support the transactions provided on your file. These documents may include: a) broker confirmations, b) monthly statements, c) trade runs, d) trade reports, e) trade lots, or f) an affidavit or signed letter on firm letterhead attesting to the truth and accuracy of the

information on your file (signature must reference the capacity and contact information for the signatory).

- We reserve the right to request additional documentation at any time after your file has been received and loaded.

Required Filing Format - In re: Williams Securities Litigation

Col	Field	Max. Length	Notes
A	Company Name	40	Name of the Company submitting this file
B	Address 1	40	Address line of Company submitting this file
C	Address 2	40	Address line of Company submitting this file
D	City	30	City of Company submitting this file
E	State	2	Two character state code.
F	Zip/Postal Code	10	5-digit ZIP Code, or 5-digit ZIP + 4 Code, or Non-US Postal Code.
G	Customer Acct Name	40	Name of Account or Client
H	Customer Acct Number	30	Account Number
I	Tax ID Number	9	Social Security Number or Tax ID Number
J	CUSIP / ISIN / SEDOL	10	CUSIP/ISIN/SEDOL Number
K	Security Code	4	CS = Common Stock PACS = FELINE PACS NT7125 = 7.125% Note Due 2011 NT7875 = 7.875% Note Due 2021
L	Transaction Type	2	B = Beginning Holdings (opening of trading on 7/24/2000) P = Purchase (7/24/2000-7/22/2002) S = Sale (7/24/2000-7/22/2002) U = Ending/Unsold Holdings (close of trading on 7/22/2002) AQ = Acquired in Exchange for Barrett Resources Shares SO = Purchased Pursuant/Traceable to January 2001 Secondary Offering When inputting beginning or unsold holdings, the trade date column should indicate the holding date (beginning/end of Class Period) <ul style="list-style-type: none"> • Receive/deliver/transfer transactions are not eligible for payment unless you have additional information regarding the original purchase or subsequent sale (see section below on how to account for these shares). If you do not have this information, receive/deliver/transfer transactions should only be included on your file for balancing purposes. You may use a transaction type "R" for receives and "D" for delivers (price per share and aggregate cost/amount received must be zero).
M	Trade Date	10	MM/DD/YYYY
N	Number of Shares / Notes / PACS	19.4	Number of shares or face amount of notes/PACS associated with this transaction
O	Price Per Share/ Note / PAC	19.4	Price of each share/note/PACS (per \$1,000 face amount for bonds/PACS) <ul style="list-style-type: none"> • This column should be blank ONLY when providing beginning and/or ending holdings. • Currency MUST be indicated in column S
P	Total Purchase / Sale Price	19.4	Total value of the transaction excluding fees, taxes, and commissions <ul style="list-style-type: none"> • This column should be blank ONLY when providing beginning and/or ending holdings.
Q	Exercise / Assign of Option	1	A = Assigned, E = Exercised This column is used for common stock transactions resulting from the

			exercise or assignment of option contract(s)
R	Premium Paid or Received	10	Premium paid or received on option contract(s) exercised or assigned
S	Currency	3	Type of currency associated with the transaction (USD, EUR, etc.)

***** All securities must balance for every account. This means that the beginning holdings plus total purchases during the Class Period MUST EQUAL the total sales during the Class Period plus the ending/unsold holdings (B+P=S+U).**

***** Beginning holdings only applies to the common stock security.**

***** Any securities that are out of balance will be deemed deficient.**

***** Any files not in accordance with this filing format are subject to rejection.**

***** All electronic files should be submitted on a floppy disk or CD-ROM and mailed along with all other electronic filing requirements referenced above to the address specified on the top of the Proof of Claim and Release form.**

***** Please see following pages for the electronic filing cover sheet and additional information regarding transferred shares.**

How to Account for Free Receives, Free Delivers and Transfers

Receive/Deliver/Transfer transactions are not eligible for payment unless you have additional information regarding the original purchase or subsequent sale. If you do not have this information, receive/deliver/transfer transactions should only be included on your file for balancing purposes. You **MUST** use the following instructions when filing for accounts that have receive/deliver/transfer transactions during the Class Period:

- **If shares were transferred to or from a different custodian (corresponding account is not on your electronic file), you **MUST** follow these instructions:**
 - **Shares Received into Account** – You must account for any received shares by providing the beginning holdings or original purchase of these shares from the prior account.
 - **Shares Delivered out of Account** – You must account for any delivered shares by providing the sale and/or ending holdings from the subsequent account.
 - **No Information Available on Original Purchase/Subsequent Sale** - You must provide the received/delivered shares in order to balance your claim. A transfer in should be reflected as a transaction type “R” and a transfer out should be reflected as a transaction type “D” (prices and net amounts should be zero). **THESE TRANSACTIONS WILL NOT BE ELIGIBLE AND WILL BE EXCLUDED FROM THE CALCULATION OF YOUR CLAIM.**

- **If shares were transferred between accounts on your file, you **MUST** follow these instructions:**
 - DO NOT claim the same purchase transaction on both accounts.
 - The account that owned the shares most recently, should be the account claiming the eligible purchase. These shares should already be accounted for in the sales and/or ending holdings of the most recent account.
 - If shares were transferred between accounts for the same beneficial owner on your file, you must combine these accounts and file all eligible purchases and sales with the most recent account name and number. You must also include all beginning and ending holdings on the most recent account name and number.
 - If you are unable to combine these accounts accordingly, you must provide the received/delivered shares in order to balance your claim. A transfer in should be reflected as a transaction type “R” and a transfer out should be reflected as a transaction type “D” (prices and net amounts should be zero). **THESE TRANSACTIONS WILL NOT BE ELIGIBLE AND WILL BE EXCLUDED FROM THE CALCULATION OF YOUR CLAIM.**

Electronic Filing Cover Sheet

NAME OF LITIGATION: **In re: Williams Securities Litigation**

FILE SUBMITTED BY:

Company Name _____

Company Address _____

Contact Name _____

Phone Number _____

E-Mail Address _____

FILE SUBMITTED AS: Disk / CD ROM

E-Mailed File

TOTAL # OF ACCOUNTS ON FILE: _____

TOTAL # OF TRANSACTIONS ON FILE: _____