

**Electronic Filing Instructions**  
**In re Royal Ahold Securities and “ERISA” 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 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. 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
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OR

Various Accounts c/o Company Name Company Address
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- Read Release language and sign Release on Page 8 of Proof of Claim and Release form.
    - **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 (corporate resolutions, by-laws, 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 for your use or reference.
  - **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 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 of 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 Royal Ahold Securities and “ERISA” Litigation**

Co	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	8	<b>CS</b> = Common Stock <b>CSGO</b> = Royal Ahold common stock purchased in the Global Offering on or about September 6, 2001 (purchase price of €31.90) <b>ADR</b> = American Depository Receipts <b>ADRG</b> = Royal Ahold ADRs purchased in the Global Offering on or about September 6, 2001 (purchase price of \$28.52)
L	Transaction Type	2	<b>B</b> = Beginning Holdings (close of business on 7/29/99) <b>P</b> = Purchase (7/30/99-5/25/03) <b>S</b> = Sale (7/30/99-5/25/03) <b>U</b> = Ending/Unsold Holdings (close of trading on 5/25/03) <b>AD</b> = Shares received from a dividend (price/net amount may be left blank) When inputting beginning or unsold holdings, the trade date column should indicate the holding date (beginning/end of Class Period), and the price per share and aggregate cost/amount received columns should be left blank. <ul style="list-style-type: none"> <li>Receive/deliver/transfer transactions are <b>not</b> 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).</li> </ul>
M	Trade Date	10	MM/DD/YYYY
N	Number of Shares/ADRs	19.4	Number of shares/ADRs associated with this transaction
O	Price Per Share/ADR	19.4	Price of each share/ADR (currency MUST be indicated in column Q) <ul style="list-style-type: none"> <li>This column should be blank <u>ONLY</u> when providing beginning and/or ending holdings.</li> </ul>
P	Aggregate Cost / Amount Received	19.4	Total value of the transaction including fees, taxes, and commissions <ul style="list-style-type: none"> <li>This column should be blank <u>ONLY</u> when providing beginning and/or ending holdings.</li> </ul>
Q	Currency Type	3	Type of currency associated with the transaction (USD, EUR, etc.)

\*\*\* All eligible securities for each account must balance. 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).

\*\*\* Any accounts that have out of balance securities will be deemed deficient.

\*\*\* There is an extended purchase period on Page 6 & 7 of the Proof of Claim form. Therefore, you must provide all purchases and sales from 7/30/1999 through and included 5/25/2003 and the ending holdings must reflect shares held at the close of trading on 5/25/2003.

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

\*\*\* The following page contains an example of an electronic file in the above format.

**Electronic Filing Format Example**  
**In re Royal Ahold Securities and “ERISA” Litigation**

Company Name	Address 1	Address 2	City	St	Zip	Acct Name	Acct #	Tax ID	CUSIP #	Sec. Code	Trans Type	Trade Date	Shares	PPS	Total Amt	Curr.
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	12-3456700	111111111	ADR	B	7/29/1999	3,200			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	12-3456700	111111111	ADR	P	9/28/1999	100	14.00	1,400.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	12-3456700	111111111	ADRGO	P	9/6/2001	200	28.52	5,704.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	12-3456700	111111111	ADR	S	10/31/2001	50	50.00	2,500.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	12-3456700	22222	CS	U	5/25/2003	3,450			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	B	7/29/1999	0			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	P	10/13/2000	15,000	15.75	236,250.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	P	10/14/2000	200	15.00	3,000.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	S	11/12/2000	400	10.00	4,000.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	S	11/13/2001	300	8.00	2,400.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	P	4/15/2002	250	6.50	1,625.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	AAAAAA	12345	987563231	22222	CS	U	5/25/2003	14,750			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	BBBBBB	332R	n/a	22222	CS	B	7/29/1999	2,800			EUR
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	BBBBBB	332R	n/a	22222	CS	P	9/30/2000	200	14.00	2,800.00	EUR
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	BBBBBB	332R	n/a	22222	CSGO	P	9/6/2001	600	31.90	19,140.00	EUR
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	BBBBBB	332R	n/a	22222	CS	S	12/12/2001	700	11.00	7,700.00	EUR
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	BBBBBB	332R	n/a	22222	CS	U	5/25/2003	2,900			EUR
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	CCCCC	4456	n/a	111111111	ADR	B	7/29/1999	0			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	CCCCC	4456	n/a	111111111	ADR	P	5/20/2002	1,500	14.63	21,937.50	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	CCCCC	4456	n/a	111111111	ADR	P	12/29/2002	1,000	16.75	16,750.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	CCCCC	4456	n/a	111111111	ADR	U	5/25/2003	2,500			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	DDDDDD	55-13	987-65-4321	22222	CS	B	7/29/1999	20,000			USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	DDDDDD	55-13	987-65-4321	22222	CS	P	11/29/2001	2,500	24.94	62,343.75	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	DDDDDD	55-13	987-65-4321	22222	CS	P	1/5/2002	3,500	21.13	73,937.50	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	DDDDDD	55-13	987-65-4321	22222	CS	S	6/15/2002	10,000	16.50	165,000.00	USD
Securities Inc.	123 Road	Attr: J Doe	Melville	NY	11747	DDDDDD	55-13	987-65-4321	22222	CS	U	5/25/2003	16,000			USD

**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 Royal Ahold Securities and "ERISA" 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: \_\_\_\_\_