

**McKESSON HBOC, INC. SECURITIES LITIGATION**  
**Electronic Submission of Labels**

Banks, brokerage firms, institutions, and other persons who are nominees or who purchased or acquired McKesson or HBOC securities during the Settlement Class Period are required **WITHIN (10) DAYS OF YOUR RECEIPT OF THIS SETTLEMENT NOTICE** to: (1) provide the Administrator with the names and addresses of such beneficial purchasers; or (2) forward a copy of this Notice to each such beneficial purchaser and provide the Administrator with written confirmation that the Notice has been so forwarded. Upon request, Lead Counsel will pay your reasonable costs and expenses of complying with this provision upon submission of appropriate documents. Additional postage pre-paid copies of this notice may be obtained for forwarding to such beneficial owners. All such correspondence should be addressed as follows:

In re McKesson HBOC, Inc. Securities Litigation  
c/o Analytics Incorporated, Claims Administrator  
PO Box 2005  
Chanhassen, MN 55317-2005

To facilitate the transfer of data to the Claims Administrator, we have prepared the following guidelines for electronic data submission.

**Preferred Format – MS Excel**

The preferred data format for all data transfers is MS Excel (versions through MS Excel 2003). The file should contain no more than six name and address columns. Figure 1, below, illustrates a representative MS Excel spreadsheet, and a sample spreadsheet is available for download from <http://mckessonhbocttlement.com/>

**Figure 1: MS Excel Sample File**

Name 1	Name 2	Name 3	Address 1	Address 2	City	State	Zip	Country
Jane Doe			123 Main St.		My Town	MN	12345	
Magnolia Trust Co.	Bank of New Ulm	Attn: Stacy Grey	333 Oak Ave.	2nd Fl	Chaska	MN	55123	
Jon Smith and	Jane Smith	JT	5521 Olive Blvd.		New Ulm	MN	55111	
Sean O'Malley	c/o Global Globes		PO Box 1		Auckland		312	New Zealand

**Labeling Your File**

To ensure accuracy, please fully complete the summary tab (click File > Properties) for each file that you submit. Figure 2, below contains an example of the information that you should provide.

**Figure 2: Summary Example**

The screenshot shows a window titled "Your Firm - Label Data Properties" with a "Summary" tab selected. The fields are filled with the following information:

- Title: Label Data
- Subject: (empty)
- Author: Pat Jones
- Manager: (empty)
- Company: Your Firm
- Category: (empty)
- Keywords: (empty)
- Comments: 575 clients  
Tel: 123-123-1234  
E-mail: pjones@yourfirm.com

### **Alternate Data Formats**

If MS Excel is unavailable to you, you may submit your data in an ASCII format – either in a comma separated variable or tab delimited format. The file format should be comparable to the one identified above. **If you provide an ASCII file, you must provide a detailed file layout, including record counts.** If you do not provide a file layout, your file will be returned to you.

### **Acceptable Media**

Data can be sent to the Claims Administrator using either 3.5” IBM®/Windows® formatted disks or CD-ROM media, provided they are clearly labeled.

### **Encrypted Files**

The Claims Administrator will accept files encrypted using PGP. A copy of the Claims Administrator’s public key is available for download from:

<http://mckessonhbo settlement.com/>

Programs to encrypt files using PGP are widely available for download, including, for example, [www.pgp.com](http://www.pgp.com) (commercial) and [www.gnupg.org](http://www.gnupg.org) (freeware).

### **Where to Submit Data**

Please send your data files to:

In re McKesson HBOC, Inc. Securities Litigation  
c/o Analytics Incorporated, Claims Administrator  
PO Box 2005  
Chanhassen, MN 55317-2005

### **Receipt Confirmation**

The Claims Administrator will send a written confirmation of our receipt of your electronic files within fourteen (14) days of receipt. Do not assume your files have been received by the Claims Administrator until you receive written confirmation of its receipt. If you do not receive an acknowledgement letter within fourteen (14) days of our receipt of the file, then please contact the Claims Administrator toll free at 1-866-217-3485.

### **Support**

For general questions regarding data issues, please complete the form located on the web site.