

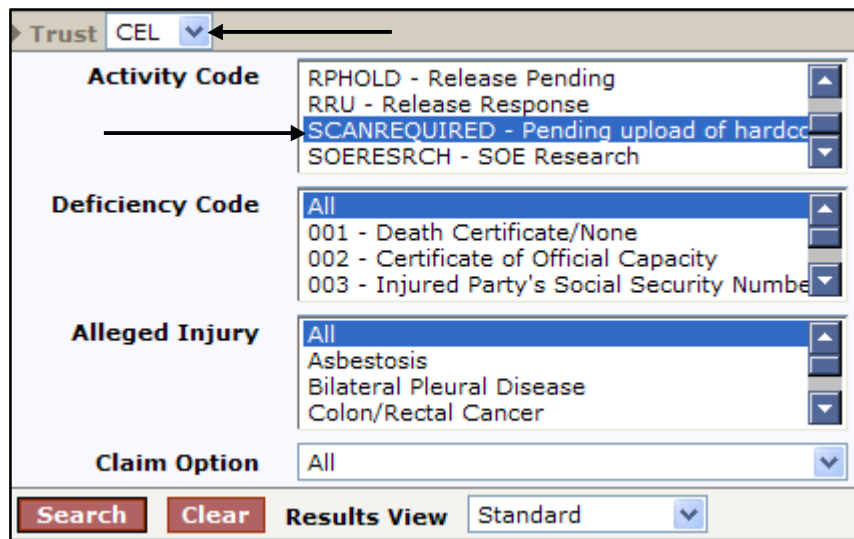
The migration for Celotex Trust from Celotex Online to Trust Online is scheduled for *Monday, September 9<sup>th</sup>, 2013*.

**1. Important Notice on Celotex Documents**

The Celotex Asbestos Settlement Trust began accepting claims in 1998. Since that time all claims have been stored in their hard copy form with their respective documents. As part of the Celotex migration, all Celotex claims will be flagged in Trust Online as “Pending upload of hard copy documents by facility” until all claim form attachments and responses are manually scanned and uploaded into Trust Online by the Facility. Although we are diligent in our scanning process, you may notice that many of your claims are missing previously submitted documents. Claims that are pending the scanning of documents will have the following identifying flag in the upper left hand corner:

**Pending upload of hardcopy documents by facility.**

You can identify these claims when using the claim search feature in Trust Online by selecting CEL in the Trust drop-down and then selecting SCANREQUIRED in the Activity Code search criteria.



Please do not re-submit any previously submitted documents to claims that have this flag, however, we encourage you to submit any new documents needed to cure existing deficiencies.

**2. Celotex Conversion Notice**

When converting Celotex claims that have the Pending Documents flag to a new trust claim, the newly converted claims will also receive the new SCANREQUIRED activity code which will display the Pending Documents flag. All claims that have this flag will have to wait until the documents are scanned into the new claim. Unfortunately, since the Celotex claims cannot be linked to these claims, the documents will have to be scanned to each claim individually which can delay the Review process.

We suggest that Celotex claims with the Pending Documents flag are not used in the conversion process to another trust claim until the documents have been received.