

# CIRCULAR



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

**No: 291/98**

## **Last Day of Trading October 1998 Ten Year & Three Year Bond Serial Option Contracts**

The October 1998 Ten Year and Three Year Bond Serial Option contracts cease trading at 12:30pm on Thursday, 15 October 1998.

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

### Processing Timetable

#### **Deadline**

- 12:30p Trading closes in the XB & YB October Serial Option contracts
- 12:40p All chits completed and submitted to Exchange for registration. (Trading chits for expiring option months to be handed to SFE Official located in the Trading Pit)
- 12:45p All trade detail corrections (Day 1 forms) completed and submitted to the Exchange for approval and processing. (Forms to be handed to an SFE Official)
- 1:00p **Clearing Members** to submit Notice of Option Exercise/Abandonment forms to SFECH (for **manual** exercise/abandonments only)
- 1:30p **All trades in the expiring options month confirmed within STACS**

**SFE will apply contract lock ensuring no more allocations/assignments can be performed via STACS**

- 1:45p Clearing Members to notify SFECH of trade corrections
- 2:00p Clearing Members download Reported Position file for expiring option contract(s) to SFE Operations

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**

**13/10/98**

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

**Address all correspondence to PO Box N680 Grosvenor Place Sydney NSW 2000 Australia**