

**HOW TO SUBMIT YOUR CLAIM FORM
(CREDITOR CLAIM)**

**MF Global UK Limited (in special administration)
(the “Company”)**

PLEASE READ CAREFULLY

These instructions and the attached claim form are only relevant if your claim is in respect of an unsecured debt

Preliminary Question

Am I a creditor of the Company?

You are a creditor of the Company **ONLY IF** you believe that you are owed a debt by the Company that is wholly or partially unsecured (including any preferential debt).

Important Information

If you believe that you are a **creditor** and are owed a debt by the Company that is wholly or partially unsecured and you wish to claim for it, the enclosed Claim Form (Creditor Claim) (the “**Claim Form**”) must be returned to Richard Fleming, Richard Heis and Michael Pink of KPMG LLP who are the special administrators of the Company (the “**Special Administrators**”) at the address specified below and on or before the date specified below.

Note that you may also be a **client** of the Company within the meaning of the Regulations. If you believe that you may also be a client of the Company, please refer to the guidance note entitled “*How to submit your claim form (Client Assets and Client Money)*” on how to submit your claim in respect of client assets and/or client money.

These instructions are to help you complete the Claim Form enclosed. The guidance provided below is for information purposes only. You should consult your own legal and other professional advisors for advice in relation to your claim.

*Any reference to a ‘Rule’ in this guidance note or in the Claim Form refers to the special administration rules for investment banks as set out in The Investment Bank Special Administration (England and Wales) Rules 2011 (“the **Rules**”). The full text of the Rules can be found at www.legislation.gov.uk/uksi/2011/1301.*

*Any reference to a ‘Regulation’ in this guidance note refers to the special administration regulations for investment banks as set out in The Investment Bank Special Administration Regulations 2011 (the “**Regulations**”). The full text of the Regulations can be found at www.legislation.gov.uk/uksi/2011/245.*

*Any reference to the “**Website**” in this guidance note refers to www.kpmg.co.uk/mfglobaluk.*

HOW TO COMPLETE YOUR CLAIM FORM**Creditor Details:**

Fill in the name of the person, company or other body who claims to be a creditor of the Company and the creditor's full address (including any relevant contact person, a telephone number of that contact person (including any relevant international dial code if that contact person is outside the UK) and their email address). If the creditor is a company, please include the company registration number.

Please also include any relevant customer number(s) provided to you by the Company.

Preliminary questions in relation to your claim:

This part of the Claim Form requests that you answer certain preliminary question in relation to your claim and requests that you tick the appropriate boxes where relevant to your claim.

Please tick the appropriate box to indicate whether or not you believe you are a preferential creditor. Preferential creditors are creditors whose claims rank in priority to other unsecured creditors and floating charge holders pursuant to Schedule 6 and sections 175 and 386 of the Insolvency Act 1986.

Please tick the appropriate box to indicate whether your claim includes open positions.

Please tick the appropriate boxes to indicate if your claim relates to any of the activities of the Company below:

- (a) futures and options
- (b) securities
- (c) contracts for differences
- (d) foreign exchange
- (e) spread betting, or
- (f) custody assets.

Please tick the appropriate box to indicate whether your claim contains a reservation of title element, relates to a negotiable instrument, or whether you are the owner of any goods under a hire-purchase or chattel leasing agreement, or a seller under a conditional sale agreement and are claiming in respect thereof.

Please tick the appropriate box to indicate whether or not you have assigned (or intend to assign) your claim to the Financial Services Compensation Scheme ("FSCS"). The FSCS is the compensation fund of last resort for customers of authorised financial services firms. It protects private individuals and small businesses if an authorised firm, like the Company, becomes insolvent and cannot return money or investments to its customers. It describes this as being in default. For eligible claims the FSCS can pay up to £50,000 in compensation per person, Please refer to the FSCS's website for further information: <http://www.fscs.org.uk/>.

Please tick the appropriate box to indicate whether or not you would like this claim form to be used for voting purposes at the initial meeting of clients and creditors to be held on 9 January 2012 (the “**Initial Meeting**”). The Special Administrators will shortly be making further information on the Initial Meeting available on the Website, so please check the Website for further details. **If you do not tick this box you may not be able to vote at the Initial Meeting.**

Please also tick the appropriate box if this claim form should be used as a formal submission of your claim (“**a proof of debt**”) in accordance with Rule 152. Note that the Special Administrators have given notice pursuant to Rule 175 that they intend to make a distribution to creditors by way of an interim dividend to the preferential creditors (if any) and to the unsecured creditors of the Company (the “**Interim Distribution**”). If you do not elect to tick this box, in order for your claim to be considered for the Interim Distribution, you will need to submit an additional Claim Form as your proof of debt for dividend purposes before the **deadline of 30 April 2012**. Further information on the Interim Distribution can be found on the Website.

If you elect to use this Claim Form as your formal proof of debt and the chairman of the Initial Meeting accepts the value of your claim for voting purposes, this does not mean that the Special Administrators have agreed or accept the validity or the value of your claim for dividend or distribution purposes. No acknowledgement as to the admissibility or validity of claims for dividend purposes is given or implied and all rights with regard to validity of claims, including, without limitation, the applicability of any netting or rights of set-off or the treatment of collateral are fully reserved.

If this claim form amends a previously filed claim form in respect of any preferential or unsecured debts, please tick this box and provide further information in relation to your claim.

Part A: Quantification of your claim

Part A seeks a statement of the total amount you are claiming with respect to your potential claim (including VAT) as at 31 October 2011 less any receipts after that date in respect of the claim, any deduction under Rule 163 and any adjustment by way of set-off in accordance with Rule 164 or Rule 165 as applicable.

Please note that if you elect to submit your Claim Form for voting purposes, your claim for that purpose will be calculated in accordance with Rule 87 or Rule 88 as applicable. You may not vote in respect of any claim or part of a claim where the claim or part is secured except where the vote is cast in respect of the balance (if any) of the debt after deduction of the value of the security as estimated by you.

Please note that if you elect to submit your Claim Form as a proof of debt, you may only prove for the balance of any debt after deducting the amount of any security realised. You may otherwise only prove in respect of a secured debt if you voluntarily surrender your security for the general benefit of creditors.

For the purpose of proving a debt incurred or payable in a currency other than sterling, please state the debt incurred or payable in a currency other than sterling and convert the amount of the debt into sterling at the rates set out in Annex C (as applicable) as the exchange rates prevailing on 31 October 2011 as defined in Rule 166 of the Rules.

Further, please provide a breakdown of your claim by account. If you hold more than one account with the Company, please note the lead account number (if applicable) and split out the value of your claim on an account by account basis (if possible). If you require additional space, please attach a separate continuation sheet or alternatively, provide the information electronically.

Please supply both the value of your claim its original currency (in column (a)) and its sterling equivalent (in column (b)).

Part B: Further information

Part B seeks additional information about your claim.

If you believe that you are a creditor of the Company and wish to recover your debt in whole or in part, you **MUST** supply the following supporting information relevant to your claim as at 31 October 2011 in accordance with Rule 152 in order to substantiate your claim:

- (a) whether or not your claim includes outstanding uncapitalised interest and details thereof. If you are proving for a debt that bears interest, that interest is provable as part of the debt in accordance with Rule 168 except in so far as it is payable in respect of any period after 31 October 2011.
- (b) particulars of how and when the debt was incurred by the Company.
- (c) particulars of any security held, the date on which it was given and the value of which you, as creditor, put on it.
- (d) detail of any reservation of title in respect of goods to which the debt refers.
- (e) whether your claim is in respect of any money owed on a bill of exchange, promissory note, cheque or other negotiable instrument or security (and for voting purposes if you agree to the treatment thereof pursuant to Rule 87). If claiming on this debt, you **MUST** submit a copy, certified as a true copy by an authorised representative of the creditor.

- (f) detail of whether you are the owner of any goods under a hire-purchase or chattel leasing agreement, or a seller under a conditional sale agreement.
- (g) details of any of the debt assigned to the Financial Services Compensation Scheme.

Annex B sets out some guidance in respect of the information that the Special Administrators will be looking for in order to evaluate and process your claim. Some of the detail requested in Part B may not be relevant to your claim, but the Special Administrators recommend that you provide as much detail as possible where relevant.

Please provide as much detail as possible in respect to your claim, including any supporting documentation you may have. Please answer all questions as fully as possible. The Special Administrators may call for any document or other evidence to be produced, where the Special Administrators think it necessary for the purpose of substantiating the whole or any part of the claim made in the Claim Form.

Proper documentation can speed up the review and evaluation of your claim. Please enclose copies (not originals) of any documentation or correspondence you believe may substantiate the claim and/or be of assistance in processing your claim, including, but not limited to, customer confirmations and account statements (in particular, your last account statement). We appreciate that many creditors may not know their final position as it depends on entries which have not yet been made on the Company system, for example arising from defaults. Further, many close out prices have not been confirmed by the relevant exchanges. For voting purposes the Special Administrators are prepared to accept estimates so long as such estimates are reasonable. In many cases the 31 October 2011 statement value will be a reasonable basis, although the Special Administrators reserve the right to adjudicate votes as they see fit. If you do not have a statement at 31 October 2011 please email: mfglobalclaims@kpmg.co.uk.

If you require additional space to answer any of the questions, please attach separate pages and label the answers to the corresponding questions for this Claim Form.

Signature

If someone else is signing the Claim Form on your behalf, they **MUST** provide their name, address and authority.

Deadline for filing

If you think that you may be entitled to vote at the Initial Meeting as a creditor of the Company in accordance with Rule 85 and wish to do so, whether in person or by proxy, you must provide details of your claim against the Company to the Special Administrators at the address below by **12 noon on 6 January 2012** being the last business day before the Initial Meeting.

All clients are invited to submit claims in respect of **UNSECURED OR PREFERENTIAL CLAIMS** by **5pm (UK time) on 30 April 2012**.

We advise you to file well in advance of these deadlines.

Where to file

The completed and signed Claim Form, together with the supporting documentation must be filed with the Special Administrators by the deadlines set out above. You can either submit your form by posting it to address below or follow the directions below for electronic submission.

If you have any queries in relation to the submission of the Claim Form, please email:
mfglobalclaims@kpmg.co.uk.

ELECTRONIC SUBMISSION:

Note that electronic submission will speed up the review and evaluation of your claim as it will assist us in capturing some of the data you enter into your Claim Form. You are therefore being asked to download the claim form and submit two versions of the completed claim forms by email; (i) the first is an unsigned version of the claim form which you completed on your computer (the PDF has editable fields) and (ii) the second is a copy of that same completed claim form which you printed out, signed and scanned to email back to us. By sending form (i) we will be able to automatically upload your information into our claims database. However, you will still need to send us a signed copy of the form (ii).

Instructions

1. Download the Claim Form from the Website. The Claim Form will be in PDF format. Please note that you may require adobe reader software in order to download the form. If you need adobe reader, please go to:
<http://get.adobe.com/uk/reader/>
2. Save a copy of the Claim Form to your computer.
3. Complete your Claim Form on your computer.
4. Once completed, save the Claim Form to your hard drive, print out a copy and either sign the claim form yourself if you are an individual or have it executed by an authorised signatory.
5. Once signed, upload a scanned copy of the executed Claim Form to your computer and save it to your hard drive.
6. In order to submit your Claim Form, attach the following to an email:

- a. the scanned copy of the executed signed Claim Form; AND
 - b. the unsigned PDF version of the Claim Form that you saved to your hard drive.
7. Please email those two documents, together with any supporting documentation to mfglobalclaims@kpmg.co.uk.

Alternatively, you can print off the claims form and email a scanned copy of the completed form to us. However, this will need to be manually logged onto our claims database.

POSTAL SUBMISSION:

If you would prefer to submit your executed form by post, please mail it, along with all supporting documentation to the following address:

MF Global UK Limited (in special administration)

Attention: MF Global Claims
5 Churchill Place
Canary Wharf
London
E14 5HU
England

YOU SHOULD RETAIN A COPY OF THE COMPLETED CLAIM FORM FOR YOUR RECORDS

ANNEX A
CLAIM FORM (CREDITOR CLAIM)

MF Global UK Limited (in special administration) (the “Company”)

IMPORTANT NOTE

This form should ONLY be used if you are or claim to be a CREDITOR of the Company AND you have a potential claim against the Company in respect of a wholly or partially unsecured debt. Please refer to the attached guidance note entitled “How to submit your proof of Claim Form (Creditor Claim)” for further information on how to fill out this form.

CREDITOR DETAILS

Name: _____

Address _____

Number/House name: _____

Street: _____

City: _____

County/State: _____

Country: _____

Postcode/Zip code: _____

Company registered number (if applicable): _____

Contact details

Contact’s name: _____

Telephone number: _____

Email address: _____

<p>Customer Reference Number:</p>
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PLEASE TICK THE BOXES THAT APPLY TO YOUR CLAIM	
<input type="checkbox"/>	Do you have a claim against the Company for a preferential debt?
<input type="checkbox"/>	Does this claim include open positions?
<input type="checkbox"/>	Does your claim relate to futures and options?
<input type="checkbox"/>	Does your claim relate to securities?
<input type="checkbox"/>	Does your claim relate to contracts for difference?
<input type="checkbox"/>	Does your claim relate to foreign exchange?
<input type="checkbox"/>	Does your claim relate to spread betting?
<input type="checkbox"/>	Does your claim relate to custody assets?
<input type="checkbox"/>	Does your claim contain a reservation of title element?
<input type="checkbox"/>	Does your claim relate to a negotiable instrument?
<input type="checkbox"/>	Are you a supplier to the Company or the owner of any goods under a hire-purchase or chattel leasing agreement, or a seller under a conditional sale agreement and claiming in respect thereof?
<input type="checkbox"/>	Tick this box to indicate if you have assigned (or will be assigning) your claim to the FSCS.
<input type="checkbox"/>	Would you like to use this claim form for voting purposes at the Initial Meeting?
<input type="checkbox"/>	Would you like to use this claim form as your proof of debt for distribution purposes?
<input type="checkbox"/>	Tick this box to indicate that this claim amends a previously filed claim.

PART A: QUANTIFICATION OF CLAIM

Principal amount due at 31 October 2011 (inclusive of VAT):			
(i)	amount of uncapitalised interest due at 31 October 2011:		
Deduct			
(a)	any subsequent receipts since 31 October 2011:	()
(b)	the value of any amounts set off in accordance with Rule 164 or 165 as applicable:	()
(c)	the estimated value of any security held:	()
(d)	the estimated value of any retention of title rights:	()
Sub-total for voting purposes (if applicable):			
(e)	any deductions made under Rule 163:	()
Amount of claim:		£	

(Part A continues on the next page)
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PART B: FURTHER INFORMATION

Please refer to the guidance note entitled “*How to submit your Claim Form (Creditor Claim)*” for further information on supporting information which **MUST** be submitted in order to substantiate your claim.

Signature _____

Name in CAPITAL LETTERS _____

Date _____

Address of Signatory _____

Authority of Signatory _____

**ANNEX B
FURTHER INFORMATION IN RESPECT OF YOUR CREDITOR CLAIM**

**ANNEX B
DETAIL OF YOUR CLAIM**

Please provide details of your claim in respect to the position on 31 October 2011. If your claim relates to a wholly or partially unsecured debt and includes any of the products/instruments listed below or contains a secured element, please provide as much of the information as possible as requested below.

Security

Please provide the following details in relation to any security held:

- Security ID number (if relevant)
- Description of security
- Date the security was granted
- Conditions for the release of the security
- Value of security
- Any other parties' interest in the security

Reservation of title

Please provide the following details in relation to any reservation of title in respect of goods to which the debt refers:

- Asset to which it relates
- Description of the reservation of title
- Value of the asset over which reservation of title is asserted
- Any other parties' interest in the asset to which the reservation of title relates

Negotiable Instruments

Please provide the information requested below if your claim is in respect of any money owed on a bill of exchange, promissory note, cheque or other negotiable instrument or security:

- Description of the negotiable instrument
- Date the negotiable instrument was granted
- Conditions for its release
- Value of the negotiable instrument
- Any other parties' interest in the negotiable instrument

Hire Purchase, Chattel Leasing or Conditional Sale Agreements

Please provide the information requested below if you are the owner of any goods under a hire-purchase or chattel leasing agreement, or a seller under a conditional sale agreement:

- Description of the agreement
- Date the agreement was entered into
- Value of the goods under the relevant agreement
- Any other parties' interest in the agreements

Futures, Options and Forward Contracts

If your claim relates to futures, options or forward contracts, please provide the following information in respect of the position on 31 October 2011:

- Account number
- Contract reference number
- Description of contract
- Trade date of contract (if relevant)
- Maturity date of contract
- Exchange traded on
- Currency of contract
- Net number of open contracts/lots/nominal
- Whether the net open position is long or short? (or buy/sell?)
- Other key economic features of the contract (if relevant)
- Closing price for the contract per unit
- Pricing source
- Net open position value in original currency
- Net open position value in sterling

Contracts for differences and spread betting

If your claim relates to contracts for differences or spreads, please provide the following information in respect of the position on 31 October 2011:

- Account number
- Contract reference number
- Description of contract
- Currency of contract
- Trade date
- Maturity date
- Nominal amount
- Reference details
- Other key economics of the contract
- Closing price for the contract per unit
- Pricing source
- Value in original currency
- Value in sterling

Securities

If your claim relates to securities, please provide the following information in respect of the position on 31 October 2011.

- Account number
- Security ID number (e.g. ISIN)
- Description of security
- Ownership right
- Currency of security
- Nominal holding of security
- Unit price of security
- Pricing source
- Value of holding in original currency

- Value of holding in sterling

Foreign exchange

If your claim relates to foreign exchange contracts, please provide the following information in respect of the position on 31 October 2011:

- Account number
- Contract reference number
- Description of contract
- Trade date of contract (if relevant)
- Maturity date of contract
- Exchange traded on
- Currency of contract
- Net number of open contracts/lots/nominal
- Whether the net open position is long or short? (or buy/sell?)
- Other key economic features of the contract (if relevant)
- Closing price for the contract per unit
- Pricing source
- Net open position value in original currency
- Net open position value in sterling

Custody

If your claim relates to custody assets, please provide the following details:

- Account number
- Type/description of assets
- Date of custody relationship
- Value of asset

**ANNEX C
EXCHANGE RATES**

**ANNEX C:
EXCHANGE RATES**

Claims should be submitted in their original currency and converted into sterling. For the purpose of proving a debt incurred or payable in a currency other than sterling, please state the debt incurred or payable in a currency other than sterling and convert the amount of the debt into sterling using the rates set out below on 31 October 2011, being the middle market (mean of spot buying and selling) rates as observed by the Bank of England's Foreign Exchange Desk in the London interbank market around 4pm on 31 October 2011. If your claim is in a currency not listed below, please convert into sterling at the relevant rate on 31 October 2011 and give evidence for the rate used.

Currency	Foreign Exchange rate at 31 October 2011	Currency Code
Australian Dollar	1.5213	AUD
Cyprus Pound	0.6773	CYP
Czech Koruna	28.7388	CZK
Hungarian Forint	352.1536	HUF
Lithuanian Litas	3.9954	LTL
Latvian Lats	0.8142	LVL
Maltese Lira	0.4976	MTL
Polish Zloty	5.0411	PLN
Israeli Shekel	5.8301	ILS
Malaysian ringgit	4.9521	MYR
Russian Ruble	48.8435	RUB
Thai Baht	49.5932	THB
Chinese Yuan	10.2571	CNY
South Korean Won	1795.3634	KRW
Turkish Lira	2.8457	TRY
Indian Rupee	78.7358	INR
Canadian Dollar	1.6033	CAD
Danish Krone	8.61	DKK
Euro	1.1571	EUR
Hong Kong Dollar	12.533	HKD
Japanese Yen	125.8514	JPY
New Zealand Dollar	1.9878	NZD
Norwegian Krone	8.8999	NOK
Swiss Franc	1.4054	CHF
Singapore Dollar	2.0202	SGD
Swedish Krona	10.4357	SEK
Saudi Riyal	6.0535	SAR
Taiwan Dollar	48.2906	TWD
US Dollars	1.6141	USD
South African Rand	12.7419	ZAR