



Electronic Filing Instructions

In re Regions Morgan Keegan Open-End Mutual Fund Litigation

I. Important Notes – PLEASE READ

- Electronic claim submissions apply to institutions or claim preparers filing on behalf of multiple clients or proprietary accounts, or to individuals filing a large number of transactions who have requested or been requested to file claims electronically.
- Electronic claim submissions **MUST** be accompanied by all documentation requirements outlined in Section IV of these instructions.
- Please provide all trade dates in **US** date format (**MM/DD/YYYY**).
- You **must** provide the relevant fund number for **each and every** transaction or holding amount on your electronic claim submission.
- Please provide the following holdings and transactions of the eligible securities outlined in Section II in order to conform with these electronic filing requirements.

II. Eligible Funds

There are three eligible funds for this matter, which are listed on the following page of these instructions:

- For beginning holdings you must provide **both** the **Fund Number** and the number of shares held at the opening of trading on **July 3, 2006**.
- For purchases, you must provide **both** the **Fund Number** and the number of shares acquired (including reinvested dividends) during the Holders/Sellers Loss Period, which is **July 3, 2006** through **May 29, 2009**
 - Please provide reinvested dividends as transaction type **DR** on your electronic file.
- For cash dividends or dividend/interest payments, you must provide the **Fund Number**, the dates such cash dividends or payments were received and the amount received during the Holders/Sellers Loss Period, which is **July 3, 2006** through **May 29, 2009**
 - Please use transaction type **CD** to identify cash dividends and/or dividend/interest payments on your electronic file.
- For sales and redemptions, you must provide **both** the **Fund Number** and the number of shares sold or redeemed during the Holders/Sellers Loss Period, which is **July 3, 2006** through **May 29, 2009**, **including** any shares held on **May 29, 2009** that were redeemed thereafter

ELIGIBLE FUNDS:

FUND NAMES	FUND NUMBER	CUSIP	SYMBOL	DESCRIPTION
Regions Morgan Keegan Select Short Term Bond Fund ("Short Term Bond Fund")	1	42328C704	MSBIX-HEL	HELIOS SELECT SHORT TERM BOND FUND A
		521698795	MSBIX-LDR	LEADER SHORT TERM BOND FUND-A
		521698688	MSBIX-MSBBX	LEADER SHORT TERM BOND FUND-B
		61741W824	MSBIX-RMK	RMK SELECT SHORT TERM BOND FUND-A
		42328C886	MSTBX-HEL	HELIOS SELECT SHORT TERM BOND FUND I
		521698811	MSTBX-LDR	LEADER SHORT TERM BOND
		61741W816	MSTBX-RMK	RMK SELECT SHORT TERM BOND FUND-I
		42328C803	RSTCX-HEL	HELIOS SELECT SHORT TERM BOND FUND C
		61741W790	RSTCX-RMK	RMK SELECT SHORT TERM BOND C
Regions Morgan Keegan Select Intermediate Bond Fund ("Intermediate Bond Fund")	2	42328C100	HSIBX	HELIOS SELECT IBF INCOME A
		42328C209	HSICX	HELIOS SELECT IBF INCOME C
		42328C308	HSINX	HELIOS SELECT IBF INCOME I
		61741T201	MKBFC	MORGAN SELECT INTER BOND FD-C
		61741T300	MKBFI	MORGAN SELECT INTER BOND FD-I
		42328C100	MKIBX-HSIBX	HELIOS SELECT INTERMEDIATE BOND A
		61741T102	MKIBX-MK	MORGAN SELECT INTER BOND FD-A
		75913Q746	MKIBX-RMK	RMK SELECT INTERMEDIATE BOND-A
		42328C209	RIBCX-HSICX	HELIOS SELECT INTERMEDIATE BOND C
		61741T201	RIBCX-MKBFC	MORGAN SELECT INTER BOND FD-C
		75913Q738	RIBCX-RMK	RMK SELECT INTERMEDIATE BOND-C
		75913Q720	RIBIX	RMK SELECT INTERMEDIATE BOND-I
		42328C308	RIBIX-HSINX	HELIOS SELECT INTERMEDIATE BOND I
		61741T300	RIBIX-MKBFI	MORGAN SELECT INTER BOND FD-I
Regions Morgan Keegan Select High Income Fund ("Select High Income Fund")	3	61741T508	MKHIC	MORGAN SELECT HIGH INCOME CL-C
		61741T607	MKHII	MORGAN SELECT HIGH INCOME CL-I
		61741T409	MKHIX	MORGAN SELECT HIGH INCOME CL-A
		75913Q712	MKHIX	RMK SELECT HIGH INCOME CLASS-A
		42328C506	RHICX-HIFCX	HELIOS SELECT HIGH INCOME C
		61741T508	RHICX-MKHIC	MORGAN SELECT HIGH INCOME CL-C
		75913Q696	RHICX-RMK	RMK SELECT HIGH INCOME CLASS-C
		42328C605	RHIIX-HIFIX	HELIOS SELECT HIGH INCOME I
		61741T607	RHIIX-MKHII	MORGAN SELECT HIGH INCOME CL-I
				75913Q688

III. Methods of Submission

Electronic files will not be deemed properly submitted unless the Claims Administrator issues an email after processing your file with your claim numbers and respective account information. Do not assume that your file has been received or processed until you receive this email. If you do not receive such an email within 10 days of your submission, you should contact the electronic filing department at eClaim@gardencitygroup.com to inquire about your file and confirm it was received and acceptable.

The following methods are available for submitting your electronic claims:

1. Internet – GCG ICE (www.gcgice.com)

- GCG ICE™ is GCG's secure and user-friendly website designed to meet the claim filing needs of institutional investors and claim preparers¹ in securities class actions and similar administrations. Using GCG ICE™, registered users have the ability to upload their electronic claim submissions directly and securely to GCG and the benefit of being able to view the history and status of these submissions 24 hours a day, 7 days a week. The history and status functionality features access to claim numbers and specific claim rejection reasons, with instructions on how to fix rejected claims.
- Please visit www.gcgice.com to register today so you can benefit from this service in this settlement as well as other, future settlements.

2. Email

- You may email your electronic claim submission to eClaim@gardencitygroup.com.
- If you choose to email your file, you MUST also attach all documentation requirements in the email as .pdf documents or equivalent.

3. Mail

- You may send your electronic claim submission in the mail on a disk or CD along with all other documentation requirements. Please use the P.O. Box address on top of page 1 of the Proof of Claim and Release and add "Attn: Electronic Filing Department". If you need to send your submission via Federal Express or UPS, you may use the below street address:

In re Regions Morgan Keegan Open-End Mutual Fund Litigation
c/o GCG
Attn: Electronic Filing Department
PO Box 10146
Dublin, OH 43017-3146

III. Documentation Requirements

The documentation requirements outlined below must be submitted with your electronic file. Your electronic claims will not be considered valid until all documentation requirements are received. Please note that one single document may meet more than one requirement.

1. One Signed Proof of Claim and Release

- You must complete the Claimant Identification Page (Part 1 – Pages 2 and 3), along with the Certification Page (Part VI – Page 8), of a single Proof of Claim and Release form, which will serve as an "umbrella" or "master" claim form for all accounts on your electronic file.
- The claim form must be signed by an authorized signatory who is also listed on your signature verification document and state the capacity (job title) of the signatory.
- You may reference the term "Various Accts" for the beneficial owner name if you are filing on behalf of multiple accounts or clients.

2. Signature Verification Document

- If you are an institution or claim preparer filing on behalf of client/customer or proprietary accounts (i.e., not an individual claimant), you must provide a document verifying that the individual who signed the claim form and any supplemental documents is authorized to sign on behalf of his/her company. Some common types of documents that fulfill this requirement include the following (this list is not exclusive and non-US entities may have different documents that fulfill this requirement. If you are a non-US entity, you must submit an equivalent document):
 - Copy of company's By-Laws, including signature page(s)
 - Copy of company's Corporate Resolution, including signature page(s)
 - Notarized Affidavit signed by an officer of the institution clearly granting a specific individual(s) authorization or confirming his/her authority to sign on behalf of his/her company.

3. Data Verification Document(s)

- If you are an institution or claim preparer filing on behalf of client/customer or proprietary accounts (i.e. not an individual claimant), you must provide a notarized affidavit or signed letter on firm letterhead which meets the below criteria:
 - Confirms the number of distinct accounts and transactions on your file
 - Discloses the source of your data (i.e. internal data retention system)
 - Attests to the truth and accuracy of the transactions and holdings on your electronic file
 - Is executed by an authorized signatory who is listed on your signature verification document, and specifies both the capacity and contact information of that signatory.

4. Authorization Document (if filing on behalf of client or customer accounts)

- If you are an institution or claim preparer filing on behalf of client/customer accounts (i.e. not an individual claimant), you must provide a current document verifying that you are authorized to file and sign claims on behalf of your clients.² Some common types of documents that fulfill this requirement include the following (this list is not exclusive and non-US entities may have different documents that fulfill this requirement. If you are a non-US entity, you must submit an equivalent document):

² If you are filing in a Third Party capacity and your client is not the beneficial owner then documentation must also be provided to confirm that your client is authorized to file on behalf of their clients who are the ultimate beneficial owners.

- Power of Attorney
- Service Agreement
- Signed/dated letter on client's company letterhead specifically granting your company authority to file/sign claims on their behalf.
- Notarized affidavit or signed letter on your company's letterhead confirming your authority to file and sign claims on behalf of your clients. It must be executed by an officer of the company who is also listed on your signature verification document and reference the capacity and contact information of the signatory.

Additional Documentation (if requested) - Data Integrity Audit

GCG may request random entities, as deemed appropriate by GCG, who file claims electronically to provide documentation to support certain transactions and/or holdings in specific claims. This data integrity audit is designed to verify the overall integrity of a data file. Accordingly, the documentation provided must be independent in nature and sufficient to verify the validity and accuracy of the entire data file.

Even if you provided a letter/affidavit attesting to the truth and accuracy of your data when initially submitting your file electronically, we will **require** specific documentary evidence (trade confirmations, monthly statement, or equivalent) to independently verify the details of the transactions and/or holdings requested, if your file is selected for a data integrity audit.

*** Failure to comply with this audit request will result in the rejection of ALL claims on your electronic submission ***

IV. Required Filing Format

General Instructions

- Files may be submitted as a fixed-length text file or an Excel spreadsheet
- All fields in the below format must be included on your file
- Any fields that do not apply to your file must be left blank (do not delete any fields)
- Your file must include one header row with column headings
- Your file must be sorted in the following order:
 - account number
 - security identifier
 - transaction type
- Do not exceed maximum character lengths for any field
- Do not provide any blank rows on your file
- Any files not in accordance with the below format are subject to rejection
- For Excel spreadsheets:
 - Whenever possible, your file should be limited to one tab with all account and transactional data
 - The "Length" column in the below format specifies the maximum number of characters for each Excel field

Required File Layout

Col	Field	Start Position	Length	Notes
A	Company Name	1	40	Name of Company for Mailing of Checks (see Address Notes below) <ul style="list-style-type: none"> • Include a "c/o" before your company name if you require checks made out to the beneficial owner c/o your company.
B	Address 1	41	40	Address1 Information for Mailing of Checks (see Address Notes below)
C	Address 2	81	40	Address2 Information for Mailing of Checks (see Address Notes below)
D	City	121	30	City for Mailing of Checks (see Address Notes below)
E	State	151	2	2 Character State Abbreviation for Mailing of Checks (see Address Notes below)
F	Zip5	153	5	5 Digit Zip for Mailing of Checks (see Address Notes below)
G	Zip4	158	4	4 Digit Zip for Mailing of Checks (see Address Notes below)
H	Country Code	162	2	2 character Country abbreviation (only for foreign addresses)
I	Customer Acct Name	164	40	Name of Account / Beneficial Owner
J	Customer Acct Number	204	30	Account Number
K	SSN or Tax ID Number	234	4	Last four digits of Social Security Number or Tax ID Number (leave column blank for foreign entities)
L	Fund Number	238	1	The fund number that corresponds to the fund name, from the table on Page 1 of these instructions. <ul style="list-style-type: none"> • 1 = Short Term Bond Fund • 2 = Intermediate Bond Fund • 3 = Select High Income Fund
M	Ticker Symbol	239	6	Please provide the ticker symbol associated with the fund you are claiming
N	Transaction Type	245	2	B = Beginning Holdings P = Purchase (includes purchases to cover short sales) DR = Dividend Reinvestment S = Sale/Redemption (includes short sales) R = Free Receipt (transfer in) D = Free Deliver (transfer out) CD = Cash Dividend or Dividend/Interest Payment
O	Trade Date	247	10	Trade date in MM/DD/YYYY format (including foreign entities)
P	Quantity (for all transactions other than cash dividends)	257	20	Number of shares associated with this transaction (this value can ONLY be negative for short beginning holding positions) DO NOT populate this field for CD (dividend/interest) transactions.
Q	Price/NAV	277	20	Price or NAV associated with the transaction in question. <ul style="list-style-type: none"> • This column should be blank ONLY when providing beginning holdings or shares involved in a receipt or deliver.
R	Amount Received (for cash dividends only)	297	20	Total amount received for dividend/interest payments ONLY populate this field for CD (dividend/interest) transactions
S	Client Name	317	20	If you are a third party claim preparer filing on behalf of multiple clients on a single claim submission, please provide a distinct client name in this column

V. Electronic Filing Notes

Addresses

- Claims and checks (if the claim is eligible) will be created based on the account and address information provided on your electronic file.
- If you require checks to be made out directly to the beneficial owner but still sent to your company, please include a “c/o” before your company name in column A of your file.
- If you require checks to be mailed to some other party (i.e. directly to the custodian bank for each account or directly to the beneficial owner), please **do not** include your company name on the electronic file, and contact us for additional details about the proper electronic file layout to accommodate your request.
- For foreign addresses, the two character country code must be provided in column H, all address information (including full country names and provinces) must be included in the two address fields (columns B-C), and the city, state, zip fields (columns D-G) must be left blank.
- If you are a third party claim preparer filing on behalf of multiple clients on a single claim submission, you **must** provide the distinct client name in **column S** of your electronic claim submission.

Fund

- All transactions and holding positions **must** reference an appropriate Fund Number (1, 2 or 3) in column L and provide the appropriate ticker symbol in column M of your file.
- All transactions for each account and fund within that account must balance. This means that the beginning holdings plus purchases and acquisitions (including free receives) during the Holders/Sellers Loss Period **MUST EQUAL** the total sales and redemptions (including free delivers) during the Holders/Sellers Loss Period.
- Negative values may **only** be given for beginning (transaction type “B”). All other transactions must reflect positive values.

FUND NAMES	FUND NUMBER	CUSIP	SYMBOL	DESCRIPTION
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		42328C886	MSTBX-HEL	HELIOS SELECT SHORT TERM BOND FUND I
		521698811	MSTBX-LDR	LEADER SHORT TERM BOND
		61741W816	MSTBX-RMK	RMK SELECT SHORT TERM BOND FUND-I
		42328C803	RSTCX-HEL	HELIOS SELECT SHORT TERM BOND FUND C
Regions Morgan	2	61741W790	RSTCX-RMK	RMK SELECT SHORT TERM BOND C
Regions Morgan	2	42328C100	HSIBX	HELIOS SELECT IBF INCOME A

Keegan Select Intermediate Bond Fund (“Intermediate Bond Fund”)		42328C209	HSICX	HELIOS SELECT IBF INCOME C
		42328C308	HSINX	HELIOS SELECT IBF INCOME I
		61741T201	MKBFC	MORGAN SELECT INTER BOND FD-C
		61741T300	MKBFI	MORGAN SELECT INTER BOND FD-I
		42328C100	MKIBX-HSIBX	HELIOS SELECT INTERMEDIATE BOND A
		61741T102	MKIBX-MK	MORGAN SELECT INTER BOND FD-A
		75913Q746	MKIBX-RMK	RMK SELECT INTERMEDIATE BOND-A
		42328C209	RIBCX-HSICX	HELIOS SELECT INTERMEDIATE BOND C
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		42328C308	RIBIX-HSINX	HELIOS SELECT INTERMEDIATE BOND I
		61741T300	RIBIX-MKBFI	MORGAN SELECT INTER BOND FD-I
Regions Morgan Keegan Select High Income Fund (“Select High Income Fund”)	3	61741T508	MKHIC	MORGAN SELECT HIGH INCOME CL-C
		61741T607	MKHII	MORGAN SELECT HIGH INCOME CL-I
		61741T409	MKHIX	MORGAN SELECT HIGH INCOME CL-A
		75913Q712	MKHIX	RMK SELECT HIGH INCOME CLASS-A
		42328C506	RHICX-HIFCX	HELIOS SELECT HIGH INCOME C
		61741T508	RHICX-MKHIC	MORGAN SELECT HIGH INCOME CL-C
		75913Q696	RHICX-RMK	RMK SELECT HIGH INCOME CLASS-C
		42328C605	RHIIX-HIFIX	HELIOS SELECT HIGH INCOME I
		61741T607	RHIIX-MKHII	MORGAN SELECT HIGH INCOME CL-I
		75913Q688	RHIIX-RMK	RMK SELECT HIGH INCOME CLASS-I

Transfers

Free receive/free deliver (transfer in/out) transactions are not eligible for payment unless you have additional information regarding the original purchase(s) from the prior account or the ultimate sale(s) from the subsequent account.

If you have this information, you **must** combine or amend your accounts as follows prior to your original claim filing:

- Shares Received into Account – Provide the original purchase of these shares from the prior account rather than the “free receive” transaction.
- Shares Delivered out of Account – Provide the sale(s) and/or redemptions from the subsequent account rather than the “free deliver” transaction.

If you have no information available on the original purchase/subsequent sale, you must provide the free receive/deliver transactions in their respective claim(s) for **balancing purposes only**. A free receive or transfer in must be reflected as a transaction type “R” and a free deliver or transfer out must be reflected as a transaction type “D” (prices and net amounts must be zero). THESE TRANSACTIONS WILL NOT BE CONSIDERED ELIGIBLE AND WILL BE EXCLUDED FROM THE CALCULATION OF YOUR CLAIM.