

#### **CLASS ACTION ADMINISTRATION**

In re Suprema Specialties, Inc. Securities Litigation

### **ELECTRONIC CLAIMS FILING GUIDELINES**

TO: BANKS, BROKERAGE FIRMS, INSTITUTIONS, AND OTHER ENTITIES OR PERSONS WHO ARE NOMINEES AND PURCHASED OR OTHERWISE ACQUIRED THE COMMON STOCK OF SUPREMA SPECIALTIES, INC., DURING THE PERIOD FROM SEPTEMBER 27, 2000, THROUGH AND INCLUDING DECEMBER 21, 2001.

ALL CLAIMS MUST BE POSTMARKED ON OR BEFORE APRIL 10, 2008.

ELECTRONIC FILING APPLIES TO ENTITIES WHO ARE FILING PROOF OF CLAIM AND RELEASE FORMS ON BEHALF OF THEMSELVES AND/OR OTHERS, AS WELL AS INDIVIDUALS WHO ARE FILING PROOF OF CLAIM AND RELEASE FORMS WITH A LARGE NUMBER OF TRANSACTIONS (70+) OR MULTIPLE PROOF OF CLAIM AND RELEASE FORMS.

ELECTRONIC FILINGS ARE SUBJECT TO REJECTION IF NOT PREPARED IN COMPLIANCE WITH THESE ELECTRONIC CLAIMS FILING GUIDELINES.

CASE NAME: In re Suprema Specialties, Inc. Securities Litigation

CUSIP NUMBER: 86859F107

TICKER SYMBOL: CHEZQ.NP, FORMERLY CHEZ, CHEZE and CHEZQ

CLASS DEFINITION: All persons who purchased or otherwise acquired the common stock of Suprema

Specialties, Inc., during the period from September 27, 2000, through

December 21, 2001, inclusive.

POSTMARK DEADLINE: April 10, 2008

# SECTION I: ELECTRONIC FILING REQUIREMENTS

COMPLETE AND SIGN A PAPER PROOF OF CLAIM AND RELEASE FORM. One executed "paper"
master Proof of Claim and Release form should be completed per submission. This Proof of Claim and
Release form serves as a master Proof of Claim and Release form for one or all of the accounts included on
your file.

You may obtain a Proof of Claim and Release form by printing it from <u>abdatalawserve.com/cases.php</u>, requesting a Proof of Claim and Release form by emailing <u>info@SupremaSettlement.com</u>, or calling toll-free (866) 778-9470.

Complete the first page of the Proof of Claim and Release form. Be sure to include company name, account name/number, and company address. If submitting an electronic file on behalf of several accounts, enter "Various Accounts" for the account name/number.

Complete the signature page on the Proof of Claim and Release form. If you are filing on behalf of your clients, you must include a letter or document providing your authorization to sign on behalf of your clients, as set forth below.

- 1.1. **If you are a nominee** filing on behalf of your account holders, you **must** include the following documentation:
  - 1.1.1. Affidavit attesting that your entity has legal rights and authorizations from your account holders to file Proof of Claim and Release form on their behalf **and** that your account holders understand that they are bound by and subject to the terms of all releases that may be entered in this Litigation; and
  - 1.1.2. Authorization to sign on your account holders' behalf.
- 1.2. **If you are a third party** filing on behalf of a nominee, you **must** include the following documentation:
  - 1.2.1. Affidavit attesting that your entity has legal rights and authorization from the nominee to file Proof of Claim and Release form on its behalf;
  - 1.2.2. Affidavit attesting that your entity has legal rights and authorization from the nominee's account holders to file Proof of Claim and Release form on their behalf **and** that the account holders understand that they are bound by and subject to the terms of all releases that may be entered in this Litigation; and
  - 1.2.3. Authorization to sign on the account holders' behalf.
- 1.3. **IF YOU ARE NOT A NOMINEE OR A THIRD PARTY** AND WOULD LIKE TO FILE CLAIMS ELECTRONICALLY, YOU MUST INCLUDE DOCUMENTATION SUPPORTING ALL TRANSACTIONAL DATA OF YOUR CLAIM.

You must submit supporting documentation with your Proof of Claim and Release form that will support the transactions provided in your file. These documents may include, but are not limited to: a) photocopies of stockbroker' confirmation slips; b) photocopies of stockbrokers' monthly statements, reflecting ALL transactional data and how it was compiled for the beginning of the Class Period through the end of the Class Period; or c) a signed letter from your broker, on their letterhead, giving all of the information that would be found on a confirmation slip and/or other aforementioned documents.

- A.B. Data, Ltd. reserves the right to request additional documentation at any time after your Proof of Claim and Release form and file have been received and processed.
- 2. A valid e-mail address MUST be on file with the Claims Administrator. Communication regarding deficiencies and rejections on electronically filed claims may be conducted by e-mail. A valid e-mail address MUST be included on the Proof of Claim and Release form and the e-mail address provided MUST be updated in the event the contact person or e-mail address changes; it is the sole responsibility of the filing party to maintain up-to-date, complete contact information with the Claims Administrator.
- 3. **Prepare a data file** according to the In re Suprema Specialties, Inc. Securities Litigation Electronic Claims Filing Guidelines. An Excel spreadsheet or other electronic file containing account information and transactional data **MUST** be prepared in accordance with A.B. Data, Ltd.'s Electronic Claim Template Mapping Instructions found in Section II. The following formats are acceptable: a) MEDIA -- CD, DVD and 3.5" Floppy Diskette; and b) DATA -- ASCII, MS Excel, MS Access and dBase. For your convenience, an Excel spreadsheet template is available for your use and may be downloaded from abdatalawserve.com/cases.php.

If you cannot provide the information in the aforementioned formats, or you have other requests, questions, concerns or comments, please e-mail A.B. Data, Ltd. at <a href="mailto:info@SupremaSettlement.com">info@SupremaSettlement.com</a> or you may call (800) 949-0194 to speak to an Electronic Claims Filing Specialist.

4. A cover letter MUST be included with the master Proof of Claim and Release form. The cover letter must include the total number of accounts, total number of transactions, total number of shares purchased, acquired, and sold, contact name(s) with phone number(s) and e-mail address(es). Please see the sample cover letter below:

### **LETTERHEAD**

Re: In re Suprema Specialties, Inc. Securities Litigation

Date:

Enclosed is a fully executed master Proof of Claim and Release form with required authorizations and affidavits as well as an electronic media attachment, which is being filed in connection with the above-referenced matter on behalf of [COMPANY NAME OR INDIVIDUAL NAME] for the proprietary accounts of [ENTITY].

We, [ENTITY], hereby agree that further communication from the Claims Administrator may be conducted by e-mail and we accept sole responsibility to ensure the e-mail address for ENTITY is updated in the event the e-mail address provided on the master Proof of Claim and Release form should change.

The attachment consists of a [CD, DVD, or FLOPPY DISKETTE] containing [NUMBER] accounts/claims in [ASCII, MS EXCEL, MS ACCESS, or DBASE] format with [NUMBER OF TRANSACTIONS] transactions for Suprema Specialties, Inc. common stock as well as all the opening positions and closing positions held for [ENTITY]'s proprietary accounts. Each transaction contains corresponding account information for which the claims are being filed.

The total number of shares of Suprema Specialties, Inc. common stock purchased or acquired [##.##] for the amount of [\$0.0000] and shares of Suprema Specialties, Inc. common stock sold [##.##] for the amount of [\$0.0000] can be found on the enclosed [CD, DVD or FLOPPY DISKETTE].

We, [ENTITY] attest that the data provided on the media attachment corresponds to [ENTITY]'s internal records.

I attest that the above information is true and correct.

Signature

Company Name

Job Title

Contact Information (including telephone number, fax number and e-mail address)

5. Mail your executed paper master Proof of Claim and Release form with a cover letter and a media format to:

In re Suprema Specialties, Inc. Securities Litigation

c/o A.B. Data, Ltd.

ELECTRONIC CLAIMS DEPARTMENT

4057 North Wilson Drive

Post Office Box 170500

Milwaukee, WI 53211

If you would like confirmation of delivery, mail your package Registered Mail, Return Receipt.

<sup>&</sup>lt;sup>1</sup> Please list all other transactions, if applicable, including free receipts and free deliveries.

## SECTION II: TEMPLATE MAPPING INSTRUCTIONS

Common Stock Max SUPREMA SPECIALTIES, INC. COMMON STOCK TRANSACTION			
Column	Transaction Field	Length	DESCRIPTION
A	Account Number	40	Account number associated with the proprietary account whose transactions are being submitted with this Proof of Claim and Release form batch.
В	Account Name	40	Name of individual, company, or entity associated with the account listed in column A.
С	Full Name of the Beneficial Owner	40	Full name of the beneficial owner(s) of the common stock.
D	TIN of the Beneficial Owner	9	Taxpayer Identification Number ("TIN") for beneficial owner, no spaces and no dashes.
Е	Beneficial Owner TIN Type (E/S/U/F)	1	E = Employer Identification Number ("EIN"); S = Social Security Number ("SSN"); U = Unknown; F = Foreign
F	Care of:	40	Name of the entity to which correspondence should be mailed.
G	Attn:	40	Name of the person to whose attention correspondence should be mailed.
Н	Street 1	40	Street address 1 for correspondence.
Ι	Street 2	40	Street address 2 for correspondence.
J	City	25	City for correspondence.
K	State	2	State for correspondence.
L	Zip Code	5	Zip code for correspondence.
M	Province	40	Province for correspondence.
N	Country	40	Country for correspondence.
0	Street 1	40	Street address 1 for fund distribution.
P	Street 2	40	Street address 2 for fund distribution.
Q	City	25	City for fund distribution.
R	State	2	State for fund distribution.
S	Zip Code	5	Zip code for fund distribution.
T	Province	40	Province for fund distribution.
U	Country	40	Country for fund distribution.
V	TIN of the Claimant	9	Taxpayer Identification Number ("TIN"), no spaces and no dashes.
W	CUSIP	10	CUSIP number for common stock.
X	Transaction Type/Holdings (O/C/P/R/ S/FD/FR)	5	O = Opening Position at the close of business on September 26, 2000, long or short positions; C = Closing Position at the close of business on December 21, 2001, long or short positions; P = Purchase; R = Shares acquired pursuant to the Registration Statement Suprema filed on November 6, 2001; S = Sale; FD = Free delivery; FR = Free receipt
Y	Trade Date (MM/DD/YYYY)	8	(MM/DD/YYYY) MM = Month; DD = Day; YYYY = Year.
Z	Number of Shares	19	Number of shares associated with a transaction, no commas; use decimal point if needed. Up to 4 digits after decimal point.
AA	Price Per Share NOT Including Commissions/Fees	19	Price per share (USD) of common stock associated with a transaction, no dollar sign, no commas, use decimal point if needed. Up to 4 digits after decimal point. Leave blank when providing opening or closing positions. Use zero when specifying free receipts and/or free deliveries.
AB	Aggregate Cost or Proceeds Received Including Commissions/Fees	19	Aggregate cost or proceeds received (USD), including commissions/fees. No dollar sign, no commas, use decimal point if needed. Up to 4 digits after decimal point. Leave blank when providing opening and closing positions. Use zero when specifying free receipts and/or free deliveries.

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\*\*\*All eligible Suprema Specialties, Inc. common stock transactions for each account must balance. This means that the opening position plus total purchases, acquisitions and free receipts during the Class Period MUST EQUAL the total sales and free deliveries during the Class Period plus the closing position (O+P+FR+R=S+FD+C). Any accounts that are out of balance will be deemed deficient.

\*\*\*You MUST include a cover letter with your electronic file that provides the total number of accounts, total number of transactions, total number of purchases, acquisitions, and sales, contact name(s) with phone number(s) and e-mail address(es) in the event that we have any questions or require further information. See Section 1, Paragraph 4 of these Guidelines for a sample cover letter. Any electronic files not in accordance with these Electronic Claim Filing Guidelines are subject to rejection.

### **SECTION III:**

### HOW TO ACCOUNT FOR FREE RECEIPTS, FREE DELIVERIES, AND TRANSFERS

Free Receipt, Free Delivery, and Transfer transactions are not eligible for payment unless you have additional information regarding the original purchase, acquisition, or subsequent sale. If you do not have this information, Free Receipt, Free Delivery, and Transfer transactions should only be included on your electronic file for balancing purposes. You MUST use the following instructions when filing for accounts that have Free Receipt, Free Delivery, and Transfer transactions during the Class Period:

- 1. If shares were transferred to or from a different custodian (corresponding account is not on your electronic file), you must follow these instructions:
  - 1.1 <u>Shares Received into Account</u> You must account for any received shares by providing the opening position or original purchase or acquisition of these shares from the prior account.
  - 1.2 <u>Shares Delivered out of Account</u> You must account for any delivered shares by providing the sale and/or closing position from the subsequent account.
  - 1.3 <u>No Information Available on Original Purchase/Acquisition/Subsequent Sale</u> You must provide the Free Receipt and/or Free Delivery shares in order to balance your claim. A "transfer in" should be reflected as transaction type "FR" and a "transfer out" should be reflected as transaction type "FD" (prices and net amounts should be zero).
- 2. If shares were transferred between accounts on your file, you must follow these instructions:
  - 2.1 DO NOT claim the same purchase or acquisition transaction(s) on both accounts.
  - 2.2 The account that owned the shares most recently should be the account claiming the eligible purchase or acquisition. These shares should already be accounted for in the sales and/or closing position of the most recent account.
  - 2.3 If shares were transferred between accounts for the same beneficial owner on your file, you must combine these accounts and file all eligible purchases, acquisitions, and sales with the most recent account name and number. You must also include all opening and closing positions on the most recent account name and number.
  - 2.4 If you are unable to combine these accounts accordingly, you must provide the Free Receipt and Free Delivery shares in order to balance your claim. A "transfer in" should be reflected as a transaction type "FR" and a "transfer out" should be reflected as a transaction type "FD" (prices and net amounts should be zero).