# Information Form and Checklist

# (ASX Foreign Exempt Listing)

|  |  |  |
| --- | --- | --- |
| Name of entity |  | ABN/ACN/ARBN/ARSN |
|  |  |  |

**We (the entity named above) supply the following information and documents to support our application for admission to the official list of ASX Limited (ASX) as an ASX Foreign Exempt Listing.**

## Note: by giving an Appendix 1C *Application for Admission to the ASX Official List (ASX Foreign Exempt Listing)* to ASX, the entity is taken to have warranted that all of the information and documents it has given, or will give, to ASX in connection with its admission to the official list and the quotation of its securities are, or will be, accurate, complete and not misleading. It also indemnifies ASX to the fullest extent permitted by law in respect of any claim, action or expense arising from, or connected with, any breach of that warranty (see Appendix 1C of the ASX Listing Rules).

## The information and documents referred to in this Information Form and Checklist (including any annexures to it) are covered by the warranty and indemnity mentioned above.

Terms used in this Information Form and Checklist have the same meaning as in the ASX Listing Rules.

## Part 1 – Information to be supplied with Appendix 1C

## *Instructions: please complete each applicable item below. If an item is not applicable, please mark it as “N/A”.*

#### All entities – corporate details

|  |  |
| --- | --- |
| Type of Australian registration number given above (eg ABN, ACN, ARSN or ARBN) |  |
| Legal entity identifier, if applicable |  |
| Place of incorporation or establishment |  |
| Date of incorporation or establishment |  |
| Legislation under which incorporated or established |  |
| Address of registered office in place of incorporation or establishment |  |
| Address of registered office in Australia (if any) |  |
| Main business activity |  |
| Country where main business activity is mostly carried on |  |
| Home exchange and listing category[[1]](#footnote-2) |  |
| Any other exchanges on which the entity is listed |  |
| Street address of principal administrative office |  |
| Postal address of principal administrative office |  |
| Telephone number of principal administrative office |  |
| E-mail address for investor enquiries |  |
| Website URL |  |

#### All entities – board and senior management details[[2]](#footnote-3)

|  |  |
| --- | --- |
| Full name and title of chairperson of directors |  |
| Full names of all existing directors |  |
| Full names of any persons proposed to be appointed as additional or replacement directors |  |
| Full name and title of CEO/managing director |  |
| Email address of CEO/managing director |  |
| Full name and title of CFO |  |
| Email address of CFO |  |
| Full name and title of company secretary |  |
| Email address of company secretary |  |

#### All entities – ASX compliance contact details[[3]](#footnote-4)

|  |  |
| --- | --- |
| Full name and title of ASX contact(s) |  |
| Business address of ASX contact(s) |  |
| Business phone number of ASX contact(s) |  |
| Mobile phone number of ASX contact(s) |  |
| Email address of ASX contact(s) |  |

#### All entities – investor relations contact details

|  |  |
| --- | --- |
| Full name and title of person responsible for investor relations |  |
| Business phone number of person responsible for investor relations |  |
| Email address of person responsible for investor relations |  |

#### All entities – auditor details

|  |  |
| --- | --- |
| Full name of auditor |  |

#### All entities – registry details[[4]](#footnote-5)

|  |  |
| --- | --- |
| Name of securities registry |  |
| Address of securities registry |  |
| Phone number of securities registry |  |
| Fax number of securities registry |  |
| Email address of securities registry |  |
| Type of subregisters the entity will operate[[5]](#footnote-6) |  |
| If the entity has or intends to have a certificated subregister for quoted securities, the location of the Australian subregister |  |

#### All entities – key dates

|  |  |
| --- | --- |
| Annual balance date |  |
| Month in which annual meeting is usually held (or intended to be held)[[6]](#footnote-7) |  |
| Months in which dividends or distributions are usually paid (or are intended to be paid) |  |

## Part 2 – Checklist Confirming Compliance with Admission Requirements

## *Instructions: please indicate in the “Location/Confirmation” column for each item below where the information or document referred to in that item is to be found (eg in the case of information, the specific page reference in the entity’s most recent annual report or any subsequent interim report where that information is located or, in the case of a document, the folder tab number where that document is located). If the item asks for confirmation of a matter, you may simply enter “Confirmed”” in the “Location/Confirmation” column. If an item is not applicable, please mark it as “N/A”.*

#### *In this regard, it will greatly assist ASX and speed up its review of the application if the various documents referred to in this Checklist (other than the 10 copies of the entity’s most recent annual report and any subsequent interim report referred to in item 5) are provided in a folder separated by numbered tabs.*

*Note that completion of this Checklist is not to be taken to represent that the entity is necessarily in full or substantial compliance with the ASX Listing Rules or that ASX will admit the entity to its official list. Admission to the official list is in ASX’s absolute discretion and ASX may refuse admission without giving any reasons (see Listing Rule 1.19).*

#### All entities – key supporting documents

| No | Item | Location/Confirmation |
| --- | --- | --- |
|  | A copy of the entity’s certificate of incorporation, certificate of registration or other evidence of status (including any change of name) |  |
|  |  |  |
|  | A copy of the entity’s constitution |  |
|  |  |  |
|  | Confirmation that the entity is subject to, and complies with, the listing rules (or their equivalent) of its overseas home exchange (Listing Rule 1.11 Conditions 2 and 3) |  |
|  |  |  |
|  | Details of any waiver or all or part of any listing rule (or the equivalent) provided by home exchange that will be in effect upon admission (Listing Rule 1.11 Condition 4)[[7]](#footnote-8) |  |
|  |  |  |
|  | 10 copies of the entity’s most recent annual report and any subsequent interim report |  |
|  |  |  |
|  | Original executed ASX Online agreement confirming that documents may be given to ASX and authenticated electronically (Listing Rule 1.11 Condition 10)[[8]](#footnote-9) |  |
|  |  |  |
|  | A specimen certificate/holding statement for each class of securities to be quoted or a specimen holding statement for CDIs (as applicable) |  |
|  |  |  |
|  | Please either enter “Confirmed” in the column to the right to confirm that the entity has not previously applied for, and been refused or withdrawn its application for, admission to the official list of another securities exchange, or attach a statement explaining the circumstances and state the location of that statement |  |
|  |  |  |
|  | Payment for the initial listing fee.[[9]](#footnote-10) |  |
| All entities – capital structure | | |
|  | A table showing the existing and proposed capital structure of the entity, broken down as follows:  (a) the number and class of each equity security and each debt security currently on issue; and  (b) the number and class of each equity security and each debt security proposed to be issued between the date of this application and the date the entity is admitted to the official list; and  (c) the resulting total number of each class of equity security and debt security proposed to be on issue at the date the entity is admitted to the official list.  Note: This applies whether the securities are quoted or not. If the entity is proposing to issue a minimum, maximum or oversubscription number of securities, the table should be presented to disclose each scenario. |  |
|  |  |  |
|  | For each class of securities referred to in the table mentioned in item 10, the terms applicable to those securities  Note: This applies whether the securities are quoted or not.  For equity securities (other than options to acquire unissued securities or convertible debt securities), this should state whether they are fully paid or partly paid; if they are partly paid , the amount paid up and the amount owing per security; voting rights; rights to dividends or distributions; and conversion terms (if applicable).  For options to acquire unissued securities, this should state the number outstanding, exercise prices and expiry dates  For debt securities or convertible debt securities, this should state their nominal or face value; rate of interest; dates of payment of interest; date and terms of redemption; and conversion terms (if applicable). |  |
|  |  |  |
|  | If any class of securities which you are seeking to have quoted on ASX will not have CDIs issued over them, please obtain and provide an International Securities Identification Number (ISIN) for that class (ASX is not able to create a new ISIN for non-Australian issuers). |  |
| All entities – other information | | |
|  | A brief history of the entity |  |
|  |  |  |
|  | Details of the entity’s existing activities and level of operations |  |
|  |  |  |
|  | Confirmation that there is no information not already disclosed to the entity’s home exchange that should have been disclosed under the rules of that exchange |  |
| Entities that are trusts | | |
|  | Please enter “Confirmed” in the column to the right to indicate that no-one is under an obligation to buy-back units in the trust or to allow a security holder to withdraw from the trust (Listing Rule 1.11 Condition 8(c)) |  |
| Entities that do not have a primary listing on NZX Main Board | | |
|  | A completed Appendix 1C Information Form and Checklist Annexure 1 (Entities that do not have a Primary Listing on the NZX Main Board)[[10]](#footnote-11) |  |
| Entities that have a primary listing on NZX Main Board | | |
|  | A completed Appendix 1C Information Form and Checklist Annexure 2 (Entities that have a Primary Listing on the NZX Main Board)[[11]](#footnote-12) |  |

#### Further documents to be provided before admission to the official list

Please note that in addition to the information and documents mentioned above, an entity may be required to provide additional information to ASX under Listing Rule 1.17.

1. Examples: NZX Main Board, Toronto Stock Exchange, NASDAQ [↑](#footnote-ref-2)
2. If the entity applying for admission to the official list is a trust, enter the board and senior management details for the responsible entity of the trust. [↑](#footnote-ref-3)
3. Under Listing Rule 1.11 Condition 9, a listed entity must appoint a person responsible for communication with ASX on Listing Rule matters. You can appoint more than one person to cater for situations where the primary nominated contact is not available. [↑](#footnote-ref-4)
4. If the entity has different registries for different classes of securities, please indicate clearly which registry details apply to which class of securities. [↑](#footnote-ref-5)
5. Example: CHESS and issuer sponsored subregisters. [↑](#footnote-ref-6)
6. May not apply to some trusts. [↑](#footnote-ref-7)
7. ASX may require details of waivers to be released to the market (see the note to Listing Rule 1.11 Condition 4). [↑](#footnote-ref-8)
8. An electronic copy of the *ASX Online Agreement* is available from the ASX Compliance Downloads page on ASX’s website. [↑](#footnote-ref-9)
9. See Guidance Notes 15 and 15A for the fees payable on the application. Payment can be made either by cheque made payable to ASX Operations Pty Ltd or by electronic funds transfer to the following account:

   Bank: National Australia Bank

   Account Name: ASX Operations Pty Ltd

   BSB: 082 057

   A/C: 494728375

   Swift Code (Overseas Customers): NATAAU3202S

   If payment is made by electronic funds transfer, please email your remittance advice to [ar@asx.com.au](mailto:ar@asx.com.au) or fax it to (612) 9227-0553, describing the payment as the “initial listing fee” and including the name of the entity applying for admission, the ASX home branch where the entity has lodged its application (ie Sydney, Melbourne or Perth) and the amount paid. [↑](#footnote-ref-10)
10. An electronic copy of this Appendix is available from the ASX Compliance Downloads page on ASX’s website. [↑](#footnote-ref-11)
11. An electronic copy of this Appendix is available from the ASX Compliance Downloads page on ASX’s website. [↑](#footnote-ref-12)