

APPLYING FOR ADMISSION – ASX LISTINGS

<p>The purpose of this Guidance Note</p>	<ul style="list-style-type: none"> To assist entities wishing to apply for admission to the official list of ASX as an ASX Listing to prepare their application for listing
<p>The main points it covers</p>	<ul style="list-style-type: none"> The listing process generally Timing requirements under the Corporations Act for the lodgement of listing applications Guidance on particular admission requirements Additional pre-quotation disclosures required in the case of bookbuilds
<p>Related materials you should read</p>	<ul style="list-style-type: none"> Guidance Note 4 <i>Foreign Entities Listing on ASX</i> Guidance Note 5 <i>CHESS Depository Interests (CDIs)</i> Guidance Note 7 <i>US Entities - Regulation S Offerings on ASX</i> Guidance Note 9 <i>Disclosure of Corporate Governance Practices</i> Guidance Note 11 <i>Restricted Securities and Voluntary Escrow</i> Guidance Note 17 <i>Waivers and In-Principle Advice</i> Guidance Note 19 <i>Performance Shares</i> Guidance Note 20 <i>ASX Online</i> Guidance Note 29 <i>Applying for Admission – ASX Debt Listings</i> Guidance Note 30 <i>Notifying an Issue of Securities and Applying for Their Quotation</i> Guidance Note 34 <i>Naming Conventions for Debt and Hybrid Securities</i>

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Important notice: ASX has published this Guidance Note to assist listed entities to understand and comply with their obligations under the Listing Rules. Nothing in this Guidance Note necessarily binds ASX in the application of the Listing Rules in a particular case. In issuing this Guidance Note, ASX is not providing legal advice and listed entities should obtain their own advice from a qualified professional person in respect of their obligations. ASX may withdraw or replace this Guidance Note at any time without further notice to any person.

Table of contents

1. Introduction	3
2. The listing process	3
2.1 Initial discussion in advance of application	3
2.2 Seeking in-principle advice from ASX	4
2.3 The admission application	5
2.4 Publication of applicant's details on the ASX website	6
2.5 Processing time	6
2.6 Fast track process for offers proceeding by pathfinder prospectus or PDS	7
2.7 Corporations Act deadlines for lodgement and quotation	8
2.8 Payment of initial listing fee	9
2.9 The listing decision	9
2.10 Admission/quotation conditions	11
2.11 Documents released to the market	13
2.12 Requirements for additional information	14
2.13 Responsibility for materials provided with a listing application	15
3. Particular listing requirements	15
3.1 Appropriate structure and operations	15
3.2 Constitution	18
3.3 The need for a prospectus or PDS	19
3.4 The contents of a prospectus or PDS	20
3.5 When ASX will accept an information memorandum in lieu of a prospectus or PDS	22
3.6 Requirements for quotation	23
3.7 Number of securities to be quoted	25
3.8 Minimum free float	26
3.9 Minimum spread	26
3.10 Satisfying the profit test	29
3.11 Satisfying the assets test	30
3.12 Working capital requirements for entities applying under the assets test	35
3.13 Restricted securities	36
3.14 Options	38
3.15 Person responsible for communications	38
3.16 Electronic lodgement facilities	39
3.17 ASX Corporate Governance Council recommendations	39
3.18 Audit committee	40
3.19 Remuneration committee	40
3.20 Trading policy	40
3.21 Directors, CEO and CFO must be of good fame and character	40
3.22 Additional requirements for foreign entities	43
3.23 Clearing and settlement	45
4. Other issues	46
4.1 The role of the <i>Information Form and Checklist (ASX Listings)</i>	46
4.2 Accounts that fall due after the lodgement of a listing application	47
4.3 Disclosure of adviser fees and perquisites	48
4.4 Disclosure of placements involving related parties, promoters or advisers	49
4.5 Disclosure of certain information about bookbuilds	49
Annexure A: Disclosure of information about bookbuilds	50
Annexure B: Overview of ASX and ASIC accounts requirements	52

1. Introduction

This Guidance Note is published to assist entities wishing to apply for admission to the official list of ASX Limited (“ASX”) as an ASX Listing to prepare their application for listing.¹

An ASX listing brings with it significant benefits. These include access to:

- one of the world’s largest investment pools underpinned by Australia’s mandatory superannuation system;
- price discovery in a deep and liquid market worth in excess of \$2 trillion;
- the world class trading platform and clearing and settlement infrastructure of ASX,

and the status that comes from being listed on one of the world’s top 10 exchanges.

This Guidance Note does not deal with applications for admission to the official list of ASX as an ASX Debt Listing or as an ASX Foreign Exempt Listing.² Guidance on those types of applications can be found in Guidance Note 29 *Applying for Admission – ASX Debt Listings* and Guidance Note 4 *Foreign Entities Listing on ASX*.

Further guidance of relevance to foreign entities wishing to apply for admission to the official list of ASX as an ASX Listing can also be found in Guidance Note 4 *Foreign Entities Listing on ASX*, Guidance Note 5 *CHESS Depository Interests (CDIs)* and Guidance Note 7 *US Entities - Regulation S Offerings on ASX*.

Further guidance for trusts wishing to apply for admission to the official list of ASX as an ASX Listing can be found in Guidance Note 6 *Trusts*.

Guidance for entities that are already listed on how to prepare applications for quotation of additional securities can be found in Guidance Note 30 *Notifying an Issue of Securities and Applying for Their Quotation*.

2. The listing process

2.1 Initial discussion in advance of application

Before submitting an application for admission to the official list, ASX strongly recommends that the intended applicant first discuss its application with the admissions team in ASX Listings Compliance. This is particularly the case if the application will involve any of the following:

- the applicant’s structure and operations have unusual features that could raise issues under Listing Rule 1.1 condition 1 (an entity’s structure and operations must be appropriate for a listed entity);³
- the applicant’s securities have unusual terms that could raise issues under Listing Rule 6.1 (the terms that apply to each class of an entity’s securities must, in ASX’s opinion, be appropriate and equitable);
- the applicant is proposing to have “performance shares” on issue and it would like a view from ASX as to the acceptability of the proposed milestones for those shares;⁴

¹ Listing Rules 1.1 to 1.7 and 1.16 to 1.20 set out the requirements for an entity to be admitted to ASX’s official list as an ASX Listing. Listing Rule 2.1 sets out the requirements for the initial quotation of a listed entity’s main class of securities and Listing Rule 2.5 sets out the requirements for the quotation of other classes of securities.

² Listing Rules 1.8 to 1.10 and 1.16 to 1.20 set out the requirements for an entity to be admitted to ASX’s official list as an ASX Debt Listing. Listing Rule 1.11 to 1.14 and 1.16 to 1.20 set out the requirements for an entity to be admitted to ASX’s official list as an ASX Foreign Exempt Listing.

³ See ‘3.1 Appropriate structure and operations’ on page 15.

⁴ See Guidance Note 19 *Performance Shares*.

- the applicant is unclear as to how ASX is likely to apply the escrow requirements in Chapter 9 and Appendices 9A, 9B and 9C of the Listing Rules in relation to any “restricted securities”;⁵
- the applicant is proposing to request any unusual waivers from, or rulings in respect of, the Listing Rules in connection with its application;
- the applicant wishes to obtain ASX’s approval not to provide with its admission application audited accounts covering the entities and periods otherwise required under the Listing Rules or to obtain ASX’s opinion on the acceptability of any modified opinion, emphasis of matter or other matter paragraph that those accounts might contain;⁶
- there are concerns whether the entity’s board has an appropriate composition and skill set for a listed entity or that a current or proposed director, CEO or CFO of the entity may not meet ASX’s good fame and character requirements;⁷ or
- there are circumstances present that could lead to ASX exercising its absolute discretion not to admit the applicant to the official list.⁸

In addition to providing a preliminary view on any of the matters mentioned above, the admissions team in ASX Listings Compliance will be able to provide general guidance on the listing process and on the expected timeframe for listing, given its current workloads and the nature and complexity of the application. It can also provide information about available ASX trading codes and arrange the reservation of a suitable code for the applicant.⁹

The applicant should provide to ASX Listings Compliance all material information in its possession relevant to the matters being discussed so that the discussions are informed and meaningful.

2.2 Seeking in-principle advice from ASX

If it is anticipated that there may be issues about an entity’s suitability for admission to the official list, it should strongly consider applying to ASX for in-principle advice on the application of Listing Rule 1.1 condition 1 and Listing Rule 1.19 before it goes to the effort and expense of lodging an application for admission.

In this context, the in-principle advice will be a statement in writing from ASX either that:

- (a) based on the facts known at the time, ASX is not aware of any reason that would cause the applicant not to have a structure and operations suitable for a listed entity for the purposes of Listing Rule 1.1 condition 1 or that would cause ASX to exercise its absolute discretion to refuse admission to the official list under Listing Rule 1.19; or
- (b) if ASX is aware of any such reasons, those reasons.

There is a prescribed form for such applications, an editable version of which can be downloaded from the ASX website at: www.asx.com.au/regulation/compliance/compliance-downloads.htm.

It should be noted that receipt of positive advice under paragraph (a) above is not a guarantee that the entity will be admitted to the official list. The entity must still meet all of the requirements for admission and quotation set out in Chapters 1 and 2 of the Listing Rules. Further, regardless of any view expressed in ASX’s in-principle advice, ASX will retain its absolute discretion under Listing Rule 1.19 not to admit the entity to the official list, which it can exercise at any time.¹⁰ However, by obtaining in-principle advice, the entity can have a reasonable degree of

⁵ See ‘3.13 Restricted securities’ on page 36.

⁶ See ‘3.10 Satisfying the profit test on page 29 and ‘3.11 Satisfying the assets test’ on page 30’.

⁷ See ‘3.21 Directors, CEO and CFO must be of good fame and character’ on page 40.

⁸ See ‘2.9 The listing decision’ on page 9.

⁹ On the reservation of trading codes, see Guidance Note 18 *Market Codes*.

¹⁰ Among other reasons, this is because the full range of issues with an entity’s application for admission to the official list will often not be apparent until the entity lodges its admission application with its listing prospectus, PDS or information memorandum.

certainty¹¹ that there are unlikely to be any fundamental hurdles to its application for admission to the official list under either Listing Rule 1.1 condition 1 or Listing Rule 1.19.

Similarly, if an entity applying for admission to the official list has any material concerns about how a particular Listing Rule might apply to it after it is listed or about ASX's preparedness to grant a waiver of a particular Listing Rule, the entity should strongly consider applying to ASX for in-principle advice from ASX on that issue before it goes to the effort and expense of lodging an application for admission.

In this context, the in-principle advice will be a statement in writing expressing ASX's view on the application of a Listing Rule to, or on ASX's preparedness to grant a waiver of a Listing Rule in, a particular situation. By obtaining in-principle advice, the entity can have a high degree of certainty¹² about ASX's position on the issue and reflect that in its transaction structuring and in its listing documentation.

There is no prescribed form for this latter type of application. A letter from the entity or its advisers detailing the advice sought and providing the information set out in section 12 of Guidance Note 17 *Waivers and In-Principle Advice* will suffice.

In either case above, the application for in-principle advice should be addressed to ASX Listings Compliance at the ASX branch where the entity intends to lodge its application for admission to the official list. If the entity is wanting to receive a decision on the application for in-principle advice ahead of filing its application for admission, it should lodge the application for in-principle advice at least 4 weeks prior to the date on which it intends to lodge its application for admission or the pathfinder prospectus or PDS and draft Appendix 1A application form.

ASX charges a fixed fee of \$5,000 (plus GST) for providing in-principle advice in advance of, and in connection with, an application for admission to the official list.¹³ Payment must be made at the time of lodging the application for in-principle advice with ASX.¹⁴ ASX will not commence working on an application for in-principle advice until the fee has been paid.

Guidance Note 17 *Waivers and In-Principle Advice* has further guidance on how to apply for in-principle advice.

2.3 The admission application

To apply for admission to the ASX official list, an entity must complete an application in the prescribed form and give it to ASX. The prescribed form for an entity applying for an ASX Listing is an Appendix 1A *Application for Admission to the ASX Official List (ASX Listing)*. An editable version of the Appendix 1A application form can be downloaded from www.asx.com.au/regulation/compliance/compliance-downloads.htm.

¹¹ Any in-principle advice that ASX provides in this regard will be expressed to be non-binding and based on the facts known at the time. It may be given subject to conditions and will usually be expressed to apply for a limited time only. If the entity omits or misrepresents material facts in its application for in-principle advice, or if other material facts come to light after ASX provides its in-principle advice, ASX may withdraw or change its in-principle advice.

¹² Again, any in-principle advice that ASX provides in this regard will be expressed to be non-binding and based on the facts known at the time. It may be given subject to conditions and will usually be expressed to apply for a limited time only. If the entity omits or misrepresents material facts in its application for in-principle advice, or if other material facts come to light after the in-principle advice is provided, ASX may withdraw or change its in-principle advice.

¹³ See Listing Rule 16.7 and Schedule 3 of Guidance Note 15A *Schedule of ASX Listing Fees*. If the listing proceeds, this amount will be set off against the entity's initial listing fee. ASX does not charge a fee for an application for in-principle advice that is made at the same time as, or after, an entity has lodged an Appendix 1A, 1B or 1C application for admission to the official list and paid its initial listing fee in connection with that application.

¹⁴ 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): NATAAU3302S

If payment is made by electronic funds transfer, the entity should email its remittance advice to ar@asx.com.au or fax it to (612) 9227-0553, describing the payment as "fee for in-principle advice" and including the name of the applicant, the home branch (ie Sydney, Melbourne or Perth) where the entity intends to lodge its application and the amount paid.

The application must be properly completed and dated.¹⁵ It must also be accompanied by the *Information Form and Checklist (ASX Listings)* published on the ASX website¹⁶ and all of the information and documents referred to in that Form/Checklist. This includes a copy of the applicant's prospectus or product disclosure statement ("PDS") that has been lodged with the Australian Securities and Investments Commission ("ASIC") or, if ASX has agreed that the applicant may lodge an information memorandum in lieu of a prospectus or PDS, a completed information memorandum.¹⁷

ASX may reject or defer consideration of an application for listing that is not properly completed or that is not accompanied by all of the required information and documents.

If an applicant wishes to seek a waiver from, or in-principle advice about the application of, a Listing Rule in connection with its listing, its application for listing should be accompanied by a letter from the entity or its advisers detailing the waiver or advice sought and providing the information set out in Guidance Note 17 *Waivers and In-Principle Advice*.

2.4 Publication of applicant's details on the ASX website

Within a few days of receiving a valid application for admission to the official list, ASX will publish the name of the applicant, its proposed ASX trading code and a tentative listing date¹⁸ on the "Upcoming floats and listings" page of the ASX website.¹⁹ This will usually include a link to a separate web page with summary information about the applicant and its fund raising, including a link to the applicant's website.

ASX would recommend that the applicant include a prominent link on the home page of its website to its listing prospectus, PDS or information memorandum so that prospective investors who visit via the "Upcoming floats and listings" page of the ASX website can easily navigate their way to that document.

2.5 Processing time

ASX Listings Compliance aims to process applications for listing as quickly as it reasonably can, given its workloads at the time. Typically,²⁰ an application for ASX Listing will take ASX around four to six weeks to process, from the time a completed application for listing and all other required documents are lodged with ASX, until a decision is made on whether or not to admit the applicant to the official list and quote its securities. It may take longer, however, if:

- the application raises any issues under Listing Rule 1.1 condition 1 (the entity's structure and operations must be appropriate for a listed entity²¹) or that might cause ASX to exercise its absolute discretion under Listing Rule 1.19 to refuse the application;²²
- the applicant is seeking an atypical number or type of waivers from the Listing Rules;
- the application is incomplete or of a poor standard; or
- the applicant is tardy in responding to any requests by ASX for further information or documents required to process the application.

¹⁵ In the case of a trust, the application should be made in the name of the responsible entity of the trust.

¹⁶ An editable version of the *Information Form and Checklist (ASX Listings)* can also be downloaded from www.asx.com.au/regulation/compliance/compliance-downloads.htm.

¹⁷ See '3.3 The need for a prospectus or PDS' on page 19 and '3.5 When ASX will accept an information memorandum in lieu of a prospectus or PDS' on page 22.

¹⁸ This may be "TBA" (to be advised) if not known at the time of publication.

¹⁹ See <http://www.asx.com.au/prices/upcoming.htm>.

²⁰ The normal timetable for processing an application for listing may be fast tracked for certain offers that proceed by way of a pathfinder prospectus or PDS: see '2.6 Fast track process for offers proceeding by pathfinder prospectus or PDS' on page 7.

²¹ See '3.1 Appropriate structure and operations' on page 15.

²² See '2.9 The listing decision' on page 9.

In each case above, ASX Listings Compliance will liaise with the applicant and keep it apprised of the impact this may have on its timetable for listing.

Where an applicant is making a non-underwritten offer of securities in connection with its application to list on ASX which is subject to a minimum subscription condition, ASX may defer finalising its review of the application until it is advised by the applicant that the minimum subscription condition has been, or is close to being, satisfied. If it does delay finalising its review of the application, ASX will advise the applicant of that fact. Whether or not ASX does this, the applicant should keep ASX apprised of its progress in satisfying any minimum subscription condition for a non-underwritten offer of securities.

The time it takes ASX to process an application for listing is very much a function of the quality of the application. The better the quality of the application, the more quickly and efficiently ASX is likely to be able to process it. ASX would therefore strongly encourage an applicant for listing to engage professional advisers who are experienced in ASX listings and to seek their advice and assistance in preparing its listing application.

Subject to the comments above, ASX Listings Compliance will generally try to process an application for listing within a timeframe that is consistent with the timetable outlined in any prospectus, PDS or information memorandum the applicant may be issuing in connection with its listing. That said, if an applicant intends to specify in its prospectus, PDS or information memorandum a timetable that is shorter than six weeks from the date of lodgement of the application with ASX, it should discuss the matter with ASX Listings Compliance at the earliest opportunity to determine whether the proposed timetable can be accommodated.

2.6 Fast track process for offers proceeding by pathfinder prospectus or PDS

In most cases, ASX normally does not commence its review of a listing application until the applicant has filed its prospectus or PDS with ASIC, this being one of the documents that must accompany the application for listing. This in turn generally means that an applicant for listing is not normally notified of ASX's decision in relation to the application for some 4 to 6 weeks thereafter, with quotation of the applicant's securities on ASX commencing at some point after notification of ASX's decision to admit the applicant to the official list.

Where, however, an entity is proposing to use a "pathfinder" prospectus or PDS,²³ ASX may agree to "front end" its review of the entity's listing application based on the pathfinder prospectus or PDS and complete most of the work involved in assessing the application before the applicant formally lodges its final prospectus or PDS with ASIC. By doing this, ASX will generally be able to commence official quotation of the applicant's securities on ASX approximately two weeks after the date (the formal lodgement date) that the applicant lodges with ASX its application for listing with the final version of its prospectus or PDS, as lodged with ASIC.

If ASX agrees to apply this fast track process, the applicant must lodge its pathfinder prospectus or PDS, a draft of its Appendix 1A application form and the accompanying *Information Form and Checklist (ASX Listings)*, drafts or final versions of all the supporting information and documents that would ordinarily accompany that Form/Checklist and a cheque or EFT payment for the initial listing fee no less than 4 weeks prior to the formal lodgement date. If the entity is proposing to seek a waiver from any Listing Rule in connection with its listing, a formal request for that waiver will also be required at this time.

In addition, if the applicant is proposing to seek in-principle advice²⁴ about the application of, or a waiver from, any Listing Rule (including the application of ASX imposed escrow), the application for in-principle advice must be lodged with ASX no less than 4 weeks prior to lodging the pathfinder prospectus or PDS and draft Appendix 1A application form with ASX.

On the formal lodgement date, the applicant will need to lodge with ASX:

- a completed Appendix 1A application form;

²³ A pathfinder prospectus or PDS is a document distributed to professional or sophisticated investors which does not seek subscriptions but is designed to facilitate the pricing of securities or other financial products proposed to be offered under, or for settling the contents of, the prospectus or PDS. See also paragraph 268 of ASIC Regulatory Guide 254 *Offering securities under a disclosure document*.

²⁴ See Guidance Note 17 *Waivers and In-Principle Advice*.

- a completed *Information Form and Checklist (ASX Listings)*;
- a copy of the final prospectus or PDS lodged with ASIC; and
- final versions of any draft documents that were lodged with ASX prior to the formal lodgement date,

together with a mark-up showing any changes that were made to the above documents from the versions originally lodged with ASX or, if no such changes have been made, written confirmation to that effect.

ASX's ability to meet this fast track timetable for quotation will depend on there being no material changes to the Appendix 1A application form, pathfinder prospectus or PDS and other draft documents originally given to ASX.

If an applicant for listing is proposing to use a pathfinder prospectus or PDS for its offer and wishes to take advantage of this fast track process, it should discuss the matter with ASX Listings Compliance at the earliest opportunity to ensure that ASX is agreeable to applying the process described above and that its proposed timetable for listing can be accommodated.

2.7 Corporations Act deadlines for lodgement and quotation

Where an entity has issued a prospectus or PDS in connection with its listing application, as most will,²⁵ the Corporations Act 2001 (Cth)²⁶ imposes strict timing requirements as to when the application for admission must be lodged with ASX and when admission to quotation of its securities must be achieved.

An application for admission to quotation must be made to ASX within 7 days, and the securities must be admitted to quotation on ASX within 3 months, after the date of the prospectus or PDS.²⁷

The entity's Appendix 1A application form for admission to the official list as an ASX Listing also operates as an application for admission to quotation for these purposes. An entity should liaise with its professional advisers to ensure that a properly completed Appendix 1A application form is lodged with ASX in sufficient time to satisfy these time limits.

An entity that has or may have difficulties meeting these time limits should refer to Part I (Minimum subscription and quotation conditions) of ASIC Regulatory Guide 254 *Offering securities under a disclosure document* and the class relief provided in *ASIC Corporations (Minimum Subscription and Quotation Conditions) Instrument 2016/70* for guidance on what to do. If it has any queries in that regard, it should direct them to ASIC, the regulatory body responsible for administering the Corporations Act, rather than ASX. The entity should keep ASX informed of any material developments and, if it lodges a "refresh document" with ASIC to extend its prospectus in accordance with that Regulatory Guide, it should provide a copy to ASX as soon as practicable thereafter.

An applicant generally should not issue any securities offered under a prospectus or PDS that states or implies that the securities offered under it are to be quoted on ASX unless and until:

- it receives a written notification from ASX that its application has been successful and ASX intends to admit the entity to the official list and to quote its securities; and
- it has a high degree of confidence that it will be able to meet any conditions that ASX may have imposed on its admission or the quotation of its securities.²⁸

²⁵ See '3.3 The need for a prospectus or PDS' on page 19.

²⁶ Referred to in this Guidance Note as the "Corporations Act". Unless otherwise indicated, references in this Guidance Note to sections of an Act are to sections of the Corporations Act.

²⁷ For securities offered under a prospectus, see sections 723(3) and 724 and Part I (Minimum subscription and quotation conditions) of ASIC Regulatory Guide 254 *Offering securities under a disclosure document* ("RG 254") and, for securities offered under a PDS, see sections 1013H and 1016D.

²⁸ The requirement that securities be admitted to quotation on ASX within 3 months of a prospectus or PDS is only met when they are actually admitted to quotation on ASX and not when ASX advises the entity that it intends to admit the entity to the official list and/or to quote its securities (cf RG 254.218-220).

If it issues securities to investors under the prospectus or PDS and its securities are not admitted to quotation on ASX within the period prescribed by the Corporations Act, the issue is void and it will be obliged to return to investors the moneys they have paid under the prospectus or PDS, or else to obtain a court order extending the time limit for quotation.²⁹

An applicant should also note that it is required to hold any moneys received from an investor under a prospectus or PDS on trust for the investor until the investor is issued with the securities for which they have applied.³⁰ The applicant is not at liberty to expend any of those moneys before then.

2.8 Payment of initial listing fee

An entity applying for admission to the official list must pay the applicable initial listing fee in accordance with Chapter 16 of the Listing Rules and the schedule of fees set out in Guidance Note 15A *Schedule of ASX Listing Fees*. This payment must be made at the time it lodges its application for listing.³¹ ASX will not begin processing an application for listing until it has received the initial listing fee.

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): NATAAU3302S

If payment is made by electronic funds transfer, the applicant should email its remittance advice to ar@asx.com.au or fax it to (612) 9227-0553, describing the payment as “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.

As mentioned below,³² an entity should apply for quotation of, and pay the initial listing fee for, the maximum number of securities that can be quoted. If the actual number of securities eventually quoted is less than the amount applied for, ASX will refund the excess.³³

Further guidance about the calculation and payment of listing fees is set out in Guidance Note 15 *ASX Listing Fees*. There is also a Listing Fee Calculator available online at: www.asx.com.au/prices/cost-listing.htm.

2.9 The listing decision

Decisions on whether or not an entity meets the conditions for admission to the official list and the quotation of its securities, and whether or not to grant any waiver requested or required in connection with its admission or the

²⁹ See section 723 and Table 9 in RG 254 (securities offered under a prospectus) and section 1016D (securities offered under a PDS).

³⁰ See section 722 (securities offered under a prospectus) and section 1017E (securities offered under a PDS). In the case of securities issued under a PDS, the application money received from investors must be paid into an account that meets the requirements of section 1017E. In the case of securities issued under a prospectus, the Corporations Act does not specify how investor funds should be held other than saying that they must be held on trust. Best practice, however, would be for the funds to be paid into a separate and secure bank account set up specifically for that purpose, which is designated as a “trust account”.

³¹ As a practical matter, this means that the applicant will need to fund the payment of its initial listing fee from sources other than the subscriptions it intends to raise under its listing prospectus or PDS. This is for two reasons. First, lodgement of a listing application usually occurs at or before the start of the offer period under the applicant’s listing prospectus or PDS, so the applicant typically will not have raised any subscriptions at that point. Secondly, as mentioned above in note 30 and the accompanying text, the applicant will be required to hold any moneys it receives from investors under its listing prospectus or PDS on trust for investors until they have been issued with their securities and so it cannot use those moneys for any purpose ahead of that issue. See also *Re Elsmore Resources Ltd* [2016] NSWSC 856.

If the applicant borrows money to pay its initial listing fee and intends to use the proceeds raised under its listing prospectus or PDS to repay the borrowing, this should be disclosed in the “use of funds” section of its prospectus or PDS.

³² See ‘3.7 Number of securities to be quoted’ on page 25.

³³ Further details of the refund arrangements are set out in Guidance Note 15 *ASX Listing Fees*.

quotation of its securities, are made on behalf of ASX by senior management within the ASX Listings Compliance function. ASX's decision on these matters will be reduced to writing and communicated to the applicant by ASX Listings Compliance, usually via an emailed letter.

ASX has an absolute discretion in deciding whether or not to admit an entity to the official list and to quote its securities, and is not required to give any reasons for its decision in that regard.³⁴ ASX may exercise its absolute discretion not to admit an entity to the official list even where the entity meets, or is expected to meet, the specific conditions set out in the Listing Rules for listing and quotation. Examples of where ASX may do so include:³⁵

- ASX has concerns that the applicant's structure, business, financial condition, governance arrangements, board or management may not be suitable for an entity listed on ASX;
- the applicant is established or has its main business operations in an emerging or developing market³⁶ and ASX has concerns about the regulatory environment or business ethics in that market;³⁷
- ASX has concerns about the genuineness of the applicant's interest in accessing the Australian equity market;³⁸
- the applicant has entered into an agreement or transaction that, if it had been entered into after listing, would have required approval under Listing Rule 10.1, 10.11 or 10.14 and ASX has concerns about the commerciality of the agreement or transaction;
- ASX is not satisfied with the qualifications and experience of:
 - the auditor who provided an audit report for, or conducted a review of, the applicant's accounts included with its listing application;
 - the auditor or investigating accountant who conducted a review of the applicant's pro forma statement of financial position included with its listing application; or
 - any other expert or professional adviser providing a report included in the applicant's listing prospectus, PDS or information memorandum or otherwise providing services to the applicant in relation to the listing;
- ASX has had prior unacceptable dealings with the applicant or a director, CEO or CFO of the applicant;
- ASX has had prior unacceptable dealings with a promoter,³⁹ broker, auditor, investigating accountant, expert or professional adviser involved in the application;
- the applicant has not engaged experienced legal and/or accounting advisers to assist it with the preparation of its listing prospectus, PDS or information memorandum, giving rise to potential concerns about the quality of that document and the due diligence supporting it;

³⁴ Listing Rules 1.19 and 2.9.

³⁵ The list of examples where this discretion may be exercised is not intended to be exhaustive.

³⁶ For these purposes, ASX regards any country that is on the list of developing countries declared by the Minister for Foreign Affairs for the purposes of the Overseas Aid Gift Deduction Scheme established by the Income Tax Assessment Act 1997 (available online at <http://dfat.gov.au/about-us/publications/Documents/list-developing-countries.pdf>) as an emerging or developing market.

³⁷ Where an entity's main business operations are located in an emerging or developing market and there are concerns about the regulatory environment in that market, it will generally be preferable if the applicant establishes itself in a market where there are no such concerns (so that it is at least subject to an acceptable corporate regulatory environment at the parent level) and it operates the business either itself or through a child entity established in the emerging or developing market.

³⁸ Common indicia that give rise to such concerns include where the applicant is seeking to raise a small amount of capital relative to its size or where the statement in its listing prospectus, PDS or information memorandum about the proposed use of funds is vague or indicates that most of the funds will be spent on the costs of listing.

³⁹ "Promoter" is defined in Listing Rule 19.12.

- the applicant has not engaged an experienced broker or other financial adviser to assist it with its capital raising, giving rise to potential concerns about the applicant's ability to meet ASX's minimum spread requirements without using artificial means;⁴⁰
- ASIC or another corporate regulator has expressed concerns to ASX about the admission of the applicant to the official list;
- the applicant has been denied admission to the official list of another exchange; or
- ASX otherwise has concerns that admitting the applicant to the official list may put at risk the reputation of the ASX market as one of quality and integrity.

ASX's absolute discretion to reject a listing application exists to safeguard the reputation and integrity of the ASX market. It allows ASX to exclude from its market any entity where ASX has concerns, for any reason, about:

- the suitability of the entity for admission as a listed entity;
- the suitability of the entity's securities for quotation on a public securities market; or
- the calibre of the promoters or advisers involved in the application.

For this reason, ASX's decision on whether to accept or reject a listing application is final. There is no right of appeal.⁴¹

2.10 Admission/quotation conditions

ASX may impose such conditions on admission and/or quotation as it considers appropriate.⁴²

In practice, ASX's decision to admit an entity as an ASX Listing and quote its securities is usually expressed to be subject to a number of conditions that must be satisfied before the decision becomes effective. Typically, these will include:

- the close of the offer under the applicant's prospectus, PDS or information memorandum and the completion of the issue of any required minimum subscription;
- ASX receiving written⁴³ confirmation from the applicant of:
 - the final number of securities issued under the applicant's prospectus, PDS or information memorandum;
 - the resulting total number of each class of equity security and debt security the applicant has on issue; and
 - the number of securities to be quoted on ASX,
no later than midday at least one business day prior to the intended date for initial quotation of the securities;
- confirmation in a form acceptable to ASX (usually a bank statement) that the applicant has received cleared funds for the full amount of the issue price for the securities issued under the applicant's prospectus, PDS or information memorandum;

⁴⁰ See '3.9 Minimum spread' on page 26.

⁴¹ The right to appeal to the ASX Appeals Tribunal a decision by ASX to reject a listing application previously included in Listing Rule 18.10 was removed in December 2015.

⁴² Listing Rules 1.19 and 2.9.

⁴³ This may be in the form of an email (Listing Rule 19.3(l)).

- mailing of CHES or issuer sponsored holding statements to the successful applicants;⁴⁴
- ASX being satisfied that the applicant meets ASX's minimum free float⁴⁵ and spread⁴⁶ requirements;
- if the entity has any restricted securities on issue, the provision to ASX of a statement setting out the number of restricted securities and the escrow period applied, together with evidence of its compliance with Chapter 9 and Appendices 9A, 9B and 9C of the Listing Rules;
- if the entity has any securities subject to voluntary escrow on issue, the provision to ASX of a statement setting out the number of securities subject to voluntary escrow and the escrow period applied and an ongoing obligation to notify ASX immediately of any material change to the terms of the voluntary escrow;
- the provision to ASX of any remaining documents referred to in the *Information Form and Checklist (ASX Listings)* that have not yet been lodged with ASX, including usually:
 - a statement setting out the names of the 20 largest holders of each class of securities to be quoted, and the number and percentage of each class of securities held by those holders;
 - a distribution schedule for each class of equity security to be quoted setting out the number of holders in the following categories and the total percentage of the securities in that class held by the holders in each category:
 - 1 - 1,000
 - 1,001 - 5,000
 - 5,001 - 10,000
 - 10,001 - 100,000
 - 100,001 and over; and
 - a statement setting out the names, addresses and shareholdings of the holders of parcels of securities (excluding restricted securities⁴⁷ or securities subject to voluntary escrow⁴⁸) with a value of at least \$2,000, based on the issue/sale price, confirming that the applicant has met ASX's minimum spread requirements;
- where applicable, provision of updated financial information (such as an updated statement of commitments or pro forma statement of financial position) based on the actual amount of funds raised under the applicant's prospectus, PDS or information memorandum; and
- if during the course of the application a deadline for the production of audited or reviewed half-yearly accounts or audited annual accounts has passed and those accounts have not been lodged with ASX as part of the application, lodgement of those accounts with ASX by way of pre-quotation disclosure.⁴⁹

Once ASX is satisfied that the entity has met all applicable admission and quotation conditions, ASX will notify the entity of the date on which trading in its securities will commence.

On the last bullet point above, an applicant for listing should note that it will be expected to lodge its audited or reviewed half yearly accounts and its audited annual accounts with ASX in accordance with the deadlines specified in Chapter 4 of the Listing Rules from the date it is admitted to the official list. The period to be covered by the first set of those accounts will be the whole of the half-year or full year in question, even though the entity may only

⁴⁴ CHES stands for 'Clearing House Electronic Subregister System'. CHES is a proprietary system operated by ASX Settlement that facilitates the clearing and settlement of trades in securities quoted on ASX and includes an electronic sub-register for the registration of title to securities issued by ASX-listed companies. See also '3.23 Clearing and settlement' on page 45.

⁴⁵ See '3.8 Minimum free float' on page 26.

⁴⁶ See '3.9 Minimum spread' on page 26.

⁴⁷ See '3.13 Restricted securities' on page 36.

⁴⁸ As defined in Listing Rule 19.12.

⁴⁹ See '4.2 Accounts that fall due after the lodgement of a listing application' on page 47.

have been admitted to the official list for part of that period. Consequently, if it is admitted a short period prior to a half-yearly or annual reporting deadline, it will only have a short period within which to prepare its accounts and have them audited or reviewed (as required) and it will need to plan for that contingency.⁵⁰

Similarly, an entity that is subject to quarterly reporting under Listing Rules 4.7B and 4.7C (Appendix 4C) or Listing Rules 5.3 – 5.5 (Appendix 5B) will be expected to lodge quarterly activity reports and quarterly cash flow reports in accordance with the deadlines specified in those rules from the date it is admitted to the official list. The period to be covered by the first quarterly report will be the full quarter in question, even though the entity may only have been admitted to the official list for part of that quarter. Consequently, if it is admitted a short period prior to a quarterly reporting deadline, it will only have a short period within which to prepare its quarterly reports and again it will need to plan for that contingency.⁵¹

ASX may impose ongoing conditions on an entity's listing where it considers it appropriate to do so. Examples include a condition that:

- the entity must continue to have a chairperson of directors who is independent⁵² and/or who has acceptable experience managing or directing an ASX listed entity; or
- the entity must maintain a specified number of directors who are independent and/or who have acceptable experience managing or directing an ASX listed entity.

ASX will generally consider applying such a condition where an applicant for listing has a controlling shareholder or shareholders resident in an emerging or developing market, who may not necessarily be familiar with the rules and standards that apply to ASX listed entities, and the composition of the applicant's board has been a relevant consideration in ASX's decision to admit the applicant.

2.11 Documents released to the market

A copy of the applicant's listing prospectus, PDS or information memorandum⁵³ will be formally released to the market via the ASX Market Announcements Platform shortly before the listing decision,⁵⁴ after the applicant has been set up in ASX's systems with its trading code and corporate details.⁵⁵ This is to help ensure that there is an informed secondary market in the applicant's securities when they start trading on ASX.

After ASX has admitted an entity to the official list and prior to the commencement of quotation, a number of other documents will be released to the market through the ASX Market Announcements Platform as pre-quotation disclosure, again to help ensure that there is an informed secondary market in the entity's securities. These documents will typically include:

- the entity's Appendix 1A application form and the accompanying *Information Form and Checklist (ASX Listings)*;
- the entity's constitution;

⁵⁰ If the entity fails to meet the lodgement deadline, its securities will be automatically suspended from quotation under Listing Rule 17.5.

⁵¹ See note 50 above.

⁵² As defined in the ASX Corporate Governance Council's *Corporate Governance Principles and Recommendations*.

⁵³ If the applicant has issued one or more supplementary prospectuses, PDSs or information memoranda, these will also be released on the ASX Market Announcements Platform at this time. If the applicant has issued one or more replacement prospectuses, PDSs or information memoranda, the current replacement rather than the original or any superseded replacements will be released on the ASX Market Announcements Platform.

⁵⁴ The fact that ASX publishes these summary details and the link to the applicant's website does not constitute approval of the entity's application to be admitted to the official list, nor any express or implied endorsement by ASX of its listing prospectus, PDS or information memorandum. ASX may still refuse the application notwithstanding it has taken these steps.

⁵⁵ Again, the fact that ASX enters an entity's details into its systems and releases a copy of its prospectus, PDS or information memorandum on the Market Announcements Platform does not constitute approval of the entity's application to be admitted to the official list, nor any express or implied endorsement by ASX of its prospectus, PDS or information memorandum. ASX may still refuse the application notwithstanding it has taken these steps.

- any accounts given to ASX in connection with the application;
- if it is not included in the entity's prospectus, PDS or information memorandum but given to ASX as a separate document:
 - the entity's trading policy;
 - the entity's corporate governance statement;⁵⁶ and
 - the information about employment, service and consultancy agreements with the entity's CEO, directors, and their related parties referred to in Listing Rule 3.16.4; and
- the distribution schedule of the numbers of holders in each class to be quoted and the statement setting out the names of the 20 largest holders in each class of securities to be quoted, and the number and percentage of each class of securities held by those holders.

For privacy and/or confidentiality reasons, the documents released on the ASX Market Announcements Platform with an admission application for an ASX Listing will not include the documents supplied to ASX about the entity's current or proposed directors, CEO or CFO in satisfaction of Listing Rule 1.1 condition 20.⁵⁷ Nor will they include restriction deeds, underwriting agreements or other material contracts⁵⁸ provided with the listing application or any letter applying for a waiver or in-principle advice.

If the applicant has received a waiver of any Listing Rule in connection with its admission, ASX may (and typically will) require the entity to disclose on the ASX Market Announcements Platform the fact that it has received the waiver and the terms of the waiver.

2.12 Requirements for additional information

ASX may require an applicant for listing to disclose additional information over and above that required in its Appendix 1A application form and the accompanying *Information Form and Checklist (ASX Listings)*.⁵⁹ The information may be required to be disclosed to the market or to ASX privately for its own purposes.

ASX may submit, or require the applicant to submit, any information given to ASX to the scrutiny of an expert selected by ASX.⁶⁰

ASX may also impose a condition on admission or quotation that the applicant disclose certain information to the market before its admission to the official list or quotation commences.⁶¹

Some examples of where ASX may exercise these powers include:⁶²

- where ASX has concerns about the legality of the applicant's business operations in any jurisdiction, requiring the applicant to provide an opinion from a suitably qualified legal expert in that jurisdiction that its operations are lawful in that jurisdiction;
- where the applicant derives its interest in its material assets and business operations through a mechanism other than holding them directly or through a child entity, requiring the applicant to provide an opinion from

⁵⁶ See '3.17 ASX Corporate Governance Council recommendations' on page 39, including in particular note 222.

⁵⁷ Which requires ASX to be satisfied that the current or proposed directors, CEO and CFO of the entity are of good fame and character (see '3.21 Directors, CEO and CFO must be of good fame and character' on page 40).

⁵⁸ Since material contracts are not released on the ASX Market Announcements Platform, it is particularly important that the entity's prospectus, PDS or information memorandum include a fair and accurate description and a summary of the material terms of those contracts.

⁵⁹ Listing Rule 1.17.

⁶⁰ Listing Rule 1.17. The costs of the expert must be paid for by the applicant.

⁶¹ Listing Rules 1.19 and 2.9.

⁶² The list of examples where this power may be exercised is not intended to be exhaustive. Other examples of where ASX may exercise its power to require the disclosure of additional information (either privately to ASX or to the market) are included in notes 67, 72, 147, 174, 190, 191, 204, 222, 249 and 273 accompanying text.

a suitably qualified legal expert in the jurisdiction where the assets or business operations in question are located that the ownership structure is lawful in that jurisdiction;

- where ASX considers that the market would benefit from such disclosure, requiring the applicant to provide information about the qualifications and experience of its auditor or any other auditor or investigating accountant who provided an audit report or conducted a review referred to in its listing prospectus, PDS or information memorandum; and
- where ASX has concerns about the extent or quality of due diligence undertaken in relation to a listing prospectus, PDS or information memorandum, requiring a detailed description of the applicant's due diligence program and a copy of the final due diligence report (although ASX would not generally require these documents to be disclosed to the market).

2.13 Responsibility for materials provided with a listing application

An officer or employee of a corporation who gives, or authorises or permits the giving of, materially false or misleading⁶³ information to ASX in connection with a listing application by the corporation:

- knowingly, breaches section 1309(1) of the Corporations Act, which is a criminal offence punishable by a fine of up to 200 penalty units and/or imprisonment for up to 5 years; or
- without taking reasonable steps to ensure that the information was not false or misleading, breaches section 1309(2) of the Corporations Act, which is a criminal offence punishable by a fine of up to 100 penalty units and/or imprisonment for up to 2 years.⁶⁴

Lead managers and other professional advisers involved in a listing application who do likewise can also be liable under other provisions of the Corporations Act.⁶⁵

It is therefore important that applicants and their officers, employees, lead managers and other professional advisers exercise appropriate care and diligence in the preparation of a listing application and supporting documents.

3. Particular listing requirements

3.1 Appropriate structure and operations

An entity seeking admission to the official list as an ASX Listing must have a structure and operations that are appropriate for a listed entity.⁶⁶

Examples of where an applicant may not have a structure and operations appropriate for a listed entity include:

⁶³ This includes omitting material which renders the information given to ASX misleading in a material respect.

⁶⁴ See for example ASIC Media Release 14-103MR announcing that a former director had been sentenced to 14 months jail, with a minimum of 5 months to serve before being released on a \$5,000 recognisance requiring good behaviour for 12 months, for providing false or misleading information to ASX in connection with the conditions precedent for admission to the official list.

⁶⁵ See for example ASIC Media Release 08-167, announcing that ASIC had banned an individual from providing financial services for 5 years, among other reasons, for knowingly misleading or deceiving ASX about shareholder spread and, in so doing, misleading or deceiving investors under section 1041H of the Corporations Act. In that case, the individual had been engaged as a consultant to assist an applicant for listing that was having difficulty meeting the spread test. He subsequently sought assistance from some of his associates and instructed them to encourage others known to them to fill in application and transfer forms for shares. He paid \$100 to his associates for each completed application, a portion of which was sometimes passed onto the applicant. The individual applicants were encouraged to fill out an IPO application form without completing the payment details on the application form. They were also asked to execute pre-completed share transfer forms. The shares were then paid for from a bank account held by a director of the applicant and later transferred out of the applicants' names by way of the pre-completed transfer forms.

⁶⁶ Listing Rule 1.1 condition 1. In assessing whether this requirement is met, ASX has regard to the principles on which the Listing Rules are based, as set out in the introduction to the Listing Rules. One of those principles is that securities "should be issued in circumstances, and have rights and obligations attaching to them, that are fair to new and existing security holders".

- the applicant has a vague or ill-defined business model or its business operations do not appear to ASX to have any substance;⁶⁷
- the applicant's proposed business is little more than a concept or idea;
- ASX has concerns that the applicant may not be solvent or have enough working capital to achieve its stated business objectives after it completes its initial public offering;⁶⁸
- ASX is not satisfied as to the legality of the applicant's business operations in any jurisdiction where they are materially carried on;
- the applicant has not yet secured the key licences, government approvals, intellectual property rights or other property or rights it will need to operate its business;⁶⁹
- the applicant has structured itself or its business operations to give its promoters or management a different ownership interest in its business operations than its ordinary security holders;⁷⁰
- a material part of the applicant's business operations is conducted through an incorporated or unincorporated joint venture⁷¹ with another party or parties and the joint venture agreement gives another joint venture participant disproportionate representation on the governing body of the joint venture or disproportionate decision-making powers;
- the applicant holds a derivative or economic interest in a material part of its assets or business operations via potentially risky contractual arrangements with the owner of the assets or operations rather than owning

⁶⁷ ASX has, for example, declined to accept an application for admission to the official list from an applicant that claimed to have invented a "perpetual motion" machine. If ASX has concerns about the substance of an applicant's business operations, it may exercise its power under Listing Rule 1.17 to require additional information from the applicant about those operations and for that information to be submitted to the scrutiny of an expert selected by ASX but paid for by the applicant.

⁶⁸ See '3.12 Working capital requirements' on page 35.

⁶⁹ In such a case, where ASX is otherwise satisfied that the applicant has a structure and operations suitable for listing, ASX may decide to admit the applicant to the official list on condition that it obtain the necessary licences, government approvals, intellectual property rights or other property or rights needed to operate its business within a specified period.

⁷⁰ An example is where the applicant structures itself so that its business operations are held in a separate unlisted vehicle (Opco), in which some of the shares are held by the applicant for listing (Listco) and the balance are held by a separate unlisted vehicle (Sepco) established by or for the benefit of the applicant's promoters or managers. This potentially opens the door for circumvention of some core principles enshrined in the Listing Rules, including that a listed entity should have only one class of ordinary securities (Listing Rule 6.2) and each shareholder should have one vote for each ordinary security they hold (Listing Rule 6.9). It can also give rise to a number of potential difficulties or concerns, including:

- ensuring that the amount and quality of information provided to the market on an ongoing basis is the same as would have been the case if Listco owned the business operations itself (noting that Opco will not be subject to the continuous disclosure regime in the Listing Rules or the Corporations Act and, even where Listco can appoint directors to the board of Opco, they will have duties of confidentiality to Opco);
- ensuring that the indirect economic interests that the investors in Listco have in the underlying business operations of Opco are not able to be diluted by corporate transactions done at the Opco level;
- ensuring that ASX's escrow regime is not compromised at the Opco level;
- if Sepco has any power to control or veto the appointment or removal of the directors and managers of Opco, the potential that has to interfere with the operation of the market for corporate control; and
- generally, the potential for a misalignment of interests and conflict created by giving the promoters or management a direct personal interest in the business operations through Sepco rather than giving them shares in Listco and thereby aligning their interests with the security holders in Listco.

These difficulties or concerns are particularly acute where the interest held by Listco in Opco is a minority interest.

⁷¹ Where an applicant has a material interest in a joint venture, ASX would generally expect its listing prospectus, PDS or information memorandum to contain a clear description of the joint venture agreement, including the parties to the agreement and their respective rights and obligations under the agreement, as well as any risks arising from the fact that its business operations are conducted through a joint venture rather than by the entity itself or a child entity.

them itself or through a child entity (an example being a Chinese “variable interest entity”, or VIE,⁷² which ASX does not consider to be an acceptable structure for listing on ASX);

- the applicant’s board has no directors with experience directing or managing a listed entity;
- the applicant’s board has no directors with experience directing or managing a business of the type that the entity will have at the time of its proposed listing;
- the composition of the applicant’s board is otherwise not appropriate for a listed entity;⁷³
- the applicant appears to ASX to have structured its board and management to avoid having to meet the good fame and character requirements for a particular individual;⁷⁴
- the applicant appears to ASX to have priced the offer of its securities under its listing prospectus, PDS or information memorandum at an artificially high price in an attempt to meet the market capitalisation test⁷⁵ or ASX’s minimum spread requirements;⁷⁶
- the applicant’s capital structure includes options, performance shares or other convertible securities, and the total number of ordinary securities that will be issued if the options are all exercised, the performance milestones applicable to the performance shares are all achieved and the convertible securities are all converted is greater than the number of ordinary securities in the entity on the date of listing;⁷⁷
- the applicant’s capital structure includes a material number of “piggy back” options (that is, options to acquire further options);⁷⁸
- the applicant’s capital structure includes performance shares that do not meet the requirements outlined in Guidance Note 19 *Performance Shares*;
- the applicant is offering bonus or “loyalty” securities and it is a condition of receiving the benefit of those bonus or loyalty securities that security holders must retain other securities in the entity quoted on ASX for a given period;⁷⁹

⁷² A VIE is a construct used by non-Chinese parties to acquire the economic equivalent of ownership of certain business ventures in China that are otherwise subject to foreign ownership restrictions under Chinese law. A VIE structure attempts to mimic ownership of the Chinese business venture via a series of complex contractual arrangements with the Chinese owners of the venture. These arrangements are particularly risky as their status under Chinese law is presently unclear and they rely heavily on the Chinese owners performing their contractual obligations.

⁷³ ASX has objected to boards dominated by an executive chair and his/her family members, boards with no non-executive directors, and boards where the only non-executive directors were relatives of the executive directors or advisers to the entity. Generally, ASX does not consider it appropriate that an officer or employee of the lead manager or broker to the entity’s IPO is a director of the entity, given the clear conflicts it creates.

⁷⁴ See ‘3.21 Directors, CEO and CFO must be of good fame and character’ on page 40.

⁷⁵ The market capitalisation test refers to the second limb of the asset test in Listing Rule 1.3.1 (permitting an entity to list on ASX if it has a market capitalisation of at least \$15 million).

⁷⁶ See ‘3.9 Minimum spread’ on page 26.

⁷⁷ ASX considers this capital structure to be inconsistent with the policy underlying Listing Rule 7.16, which provides that a listed entity cannot have more options on issue than underlying securities. Having this number of options, performance shares or other convertible securities in a capital structure may confuse investors and lead to difficulties in valuing the entity’s securities. It may also have a significant overhang effect on the market price of its ordinary securities.

⁷⁸ Again, having a material number of piggy back options on issue may confuse investors and lead to difficulties in valuing the entity’s securities. It may also have a significant overhang effect on the market price of its ordinary securities.

⁷⁹ Such a condition will act as a disincentive for security holders to trade the securities quoted on ASX. ASX considers this to be an inappropriate structure for the purposes of Listing Rule 1.1 condition 1.

- the applicant's capital structure has separate classes of securities which confer on one class disproportionate representation on the board or other governing body of the entity or disproportionate voting powers;⁸⁰
- the applicant has not stipulated a minimum subscription condition for the offer of securities under its listing prospectus, PDS or information memorandum or the minimum subscription condition it has stipulated does not appear to ASX to be sufficient to raise enough capital to achieve its stated business objectives;⁸¹
- the applicant has a stapled structure and the structure does not meet the requirements outlined in Guidance Note 2 *Stapled Securities*; and
- the applicant is an externally managed listed entity and the management agreement does not meet the requirements outlined in Guidance Note 26 *Management Agreements*.⁸²

Co-operative and other mutual business entities are given certain concessions by ASX to facilitate their listing even though they may have a structure or operations that might not be acceptable for other types of entities. Further guidance on these concessions can be found in Guidance Note 3 *Co-operatives and Mutual Business Entities*.

3.2 Constitution

An entity seeking admission in the ASX Listing category must have a constitution that is consistent with the Listing Rules or that includes the provisions in Appendix 15A (for entities which are not companies to which any replaceable rule⁸³ applies) or Appendix 15B (for companies to which any replaceable rule applies).⁸⁴ These Appendices include pro forma constitutional provisions intended to ensure that if there is any inconsistency between the entity's constitution and the Listing Rules, the Listing Rules will prevail.

In addition, if the entity has any restricted securities⁸⁵ on issue, its constitution must provide for each of the following.

- a holder of restricted securities must not dispose of, or agree or offer to dispose of, the securities during the escrow period applicable to those securities except as permitted by the listing rules or ASX;
- if the restricted securities are in the same class as quoted securities, the holder will be taken to have agreed in writing that the restricted securities are to be kept on the entity's issuer sponsored subregister and are to have a holding lock applied for the duration of the escrow period applicable to those securities;

⁸⁰ Note also Listing Rule 6.2, which precludes a listed entity from having more than one class of ordinary security unless ASX approves the terms of the additional class or the additional class is of partly paid securities which, if fully paid, would be in the same class as the ordinary securities.

⁸¹ An entity that undertakes an offer of securities in connection with its listing is expected to raise sufficient funds to meet the business objectives stated in its prospectus, PDS or information memorandum. In the case of an entity admitted under the assets test, its listing prospectus, PDS or information memorandum must include an express statement from its directors that the entity will have enough working capital at the time of its admission to carry out its stated business objectives or else the entity must give ASX an equivalent statement from an independent expert (see '3.12 Working capital requirements' on page 35).

If an entity does not raise enough working capital under its listing prospectus, PDS or information memorandum and consequently has to undertake a further capital raising shortly after listing, ASX may apply Chapter 11 of the Listing Rules (on the basis that the subsequent capital raising constitutes a significant change to the nature or scale of its business) and require the applicant to re-comply with Chapters 1 and 2 of the Listing Rules. Further guidance on this topic can be found in Guidance Note 12 *Significant Changes to Activities*.

⁸² Listing Rule 15.16 prescribes a maximum five year term for any management agreement entered into by an investment entity. That rule, however, does not apply to entities that are not classified as 'investment entities'. This would include most typical infrastructure, energy and property funds.

⁸³ "Replaceable rules" are those provisions of the Corporations Act that are listed under section 141 of the Corporations Act as "replaceable rules" and so capable of being replaced or modified by a company's constitution. Replaceable rules are only relevant to companies incorporated in Australia and registered under the Corporations Act.

⁸⁴ Listing Rule 1.1 condition 2.

⁸⁵ See '3.13 Restricted securities' on page 36.

- the entity will refuse to acknowledge any disposal (including, without limitation, to register any transfer) of restricted securities during the escrow period applicable to those securities except as permitted by the listing rules or ASX;
- a holder of restricted securities will not be entitled to participate in any return of capital on those securities during the escrow period applicable to those securities except as permitted by the listing rules or ASX; and
- if a holder of restricted securities breaches a restriction deed or a provision of the entity's constitution restricting a disposal of those securities, the holder will not be entitled to any dividend or distribution, or to exercise any voting rights, in respect of those securities for so long as the breach continues.

An applicant which has elected not to include the provisions of Appendix 15A or Appendix 15B in its constitution (as applicable) must include with its application a completed ASX Constitution Checklist to confirm that its constitution complies with the Listing Rules. An editable version of the checklist can be downloaded from www.asx.com.au/regulation/compliance/compliance-downloads.htm.

3.3 The need for a prospectus or PDS

Unless ASX agrees to accept an information memorandum in lieu of a prospectus or PDS (which ASX will generally only do in the very limited circumstances set out in section 3.5 below), an entity seeking admission in the ASX Listing category must issue a prospectus or PDS, lodge it with ASIC and give it to ASX.⁸⁶

In most cases, the applicant will be making an offer of securities or managed investment products for issue to investors in Australia in conjunction with its listing on ASX – for example to raise capital for its business needs and/or to satisfy ASX's minimum free float and minimum spread requirements.⁸⁷ This will require the applicant to issue (in the case of an offer of securities) a prospectus or (in the case of managed investment products) a PDS in relation to that offer and to lodge it with ASIC under the Corporations Act.⁸⁸ It will be the prospectus or PDS for that offer that the entity will then give to ASX to meet this requirement.

Even if it is not planning to offer securities or managed investment products to investors in Australia in connection with its listing on ASX, if the applicant has issued any securities or managed investment products of the type to be quoted on ASX within the 12 months preceding its listing on ASX without lodging a prospectus or PDS with ASIC,⁸⁹ the secondary sales provisions in the Corporations Act⁹⁰ will usually apply and the applicant will be required to issue a prospectus or PDS under those provisions before its securities or managed investment products can be offered for sale on ASX.

Any entity that is seeking admission as an ASX Listing and that is seeking ASX's approval to lodge an information memorandum in lieu of a prospectus or PDS, or a waiver of the requirement to issue and lodge with ASIC a prospectus or PDS, will need to satisfy ASX that a prospectus or PDS is not required under the Corporations Act, either in connection with any primary issue of its securities or the secondary sale of its securities on ASX.

It should be noted that by giving an Appendix 1A *Application for Admission to the ASX Official List (ASX Listing)* to ASX, an entity warrants that an offer for sale of the securities to be quoted within 12 months after their issue will not require disclosure under the secondary sales provisions in the Corporations Act⁹¹ and indemnifies ASX to the

⁸⁶ Listing Rule 1.1 condition 3.

⁸⁷ See '3.8 Minimum free float' on page 26 and '3.9 Minimum spread' on page 26.

⁸⁸ See sections 700 and 706 (in the case of an offer of securities) and sections 1011A and 1012B (in the case of an offer of managed investment products).

⁸⁹ For example because the issue was limited to investors outside Australia or to investors in Australia who do not have to be given a prospectus or PDS (such as sophisticated investors under section 708(8) or 761G(7)(a)-(c) or professional investors under section 708(11) or 761G(7)(d)).

⁹⁰ Sections 707(3) (in the case of securities) and 1012C(6) (in the case of managed investment products).

⁹¹ See note 90 above.

fullest extent permitted by law in respect of any claim, action or expense arising from, or connected with, any breach of that warranty.⁹²

As mentioned above,⁹³ the entity's application for admission to quotation must be made to ASX within 7 days after the date of the prospectus or PDS. A copy of the applicant's prospectus or PDS, as lodged with ASIC, must accompany its Appendix 1A application form.⁹⁴

ASX would encourage applicants for listing to give their Appendix 1A application form and prospectus or PDS to ASX at the earliest opportunity after its prospectus or PDS has been lodged with ASIC and not to wait until the end of this 7 day period. This will reduce the risk of missing the 7 day deadline. It will also enable ASX to make a quicker start on reviewing and processing the application and, if there are concerns with the applicant's prospectus or PDS, for those concerns to be raised and addressed earlier rather than later.

3.4 The contents of a prospectus or PDS

The Listing Rules generally do not prescribe what must be included in an entity's listing prospectus or PDS beyond requiring:

- a prominent statement (that is, on the cover or near the front of the document) that ASX takes no responsibility for the contents of the prospectus;⁹⁵ and
- if the entity is applying for admission under the assets test, a statement of the objectives the entity is seeking to achieve from its admission and any capital raising undertaken in connection with its admission,⁹⁶

and providing for the inclusion of:

- if the entity is applying for admission under the assets test, a statement that the entity will have enough working capital at the time of its admission to carry out its stated objectives;⁹⁷ or
- if the entity is applying for admission under the profit test, a statement confirming that the directors (in the case of a trust, the directors of the responsible entity⁹⁸) have made enquiries and nothing has come to their attention to suggest that the economic entity is not continuing to earn profit from continuing operations up to the date of the prospectus or PDS.⁹⁹

The Corporations Act requires:

- a prospectus for securities to set out all the information that investors and their professional advisers would reasonably require, and reasonably expect to find in the prospectus, to make an informed assessment of

⁹² See Appendix 1A of the Listing Rules.

⁹³ See '2.7 Corporations Act deadlines for lodgement and quotation' on page 8.

⁹⁴ The *Information Form and Checklist (ASX Listings)* requires an applicant for listing to provide an electronic version and 2 hard copies of its prospectus or PDS, as lodged with ASIC. It also requires the applicant to lodge 10 copies of the final printed version of its prospectus or PDS with ASX as soon as they are available.

⁹⁵ Listing Rule 1.1 condition 3. This statement can be combined with the statement required under sections 711(7)(b) and 1013J(b) of the Corporations Act respectively that ASIC takes no responsibility for the contents of the prospectus or PDS.

⁹⁶ Listing Rule 1.3.3(a). See also '3.11 Satisfying the assets test' on page 30.

⁹⁷ Listing Rule 1.3.3(b). If the entity's prospectus or PDS does not include such a statement, the entity must separately give an equivalent statement to ASX from an independent expert. ASX will release that statement to the market by way of pre-quotation disclosure. See also '3.12 Working capital requirements for entities applying under the assets test' on page 35.

⁹⁸ "Responsible entity" means: (a) in relation to a managed investment scheme registered under the Corporations Act, the responsible entity of that scheme under that Act; or (b) in relation to a trust that is not a registered managed investment scheme, the entity that in ASX's opinion performs a substantially equivalent role in relation to the trust as the responsible entity performs in relation to a registered managed investment scheme (Listing Rule 19.12).

⁹⁹ Listing Rule 1.2.6. If the entity's prospectus or PDS does not include such a statement, the entity must separately give an equivalent statement to ASX signed by all of its directors (or, in the case of a trust, all of the directors of the responsible entity). ASX will release that statement to the market by way of pre-quotation disclosure. See also '3.10 Satisfying the profit test' on page 29.

the rights and liabilities attaching to the securities and of the issuer's assets and liabilities, financial position and performance, profits and losses and prospects;¹⁰⁰ and

- a PDS for other financial products to include, among other things, all information that might reasonably be expected to have a material influence on the decision of a reasonable person, as a retail client, whether to acquire the product.¹⁰¹

The Corporations Act also imposes significant liabilities on the issuer of a prospectus or PDS if the prospectus or PDS omits such information or is otherwise misleading or deceptive.¹⁰²

There is some limited guidance in this Guidance Note on matters that ASX considers ought to be disclosed in a listing prospectus or PDS.¹⁰³ Beyond that, it is the responsibility of the applicant and its professional advisers to determine what information must be included in its prospectus or PDS, having regard to their disclosure obligations and liabilities under the Corporations Act.

Applicants for listing should note the guidance provided by ASIC in relation to prospectuses and PDSs in ASIC Regulatory Guides 254 *Offering securities under a disclosure document*, 168 *Disclosure: Product Disclosure Statements (and other disclosure obligations)* and 228 *Prospectuses: Effective disclosure for retail investors* ("RG 228"). They should also be aware that there may be relevant professional codes, such as the *Australasian Code for Reporting of Exploration Results, Mineral Resources and Ore Reserves* (the 'JORC Code') and the *Code and Guidelines for Assessment and Valuation of Mineral Assets and Mineral Securities for Independent Expert Reports* (the 'Valmin Code'), with requirements that could impact on the content of their prospectuses or PDSs.

Generally speaking, ASX will not pre-vet or provide comments on a draft prospectus or PDS ahead of its lodgement with ASIC and ASX. The most ASX will do, if requested by an applicant, is to review and provide comments on an extract from a draft prospectus or PDS that raises particular Listing Rule issues.

ASX will review the final version of the applicant's prospectus or PDS lodged with ASIC for the purposes of determining whether the applicant satisfies the requirements in the Listing Rules for admission to the official list and whether any concerns exist that might cause ASX to exercise its absolute discretion not to admit the applicant to the official list. If as part of its review ASX identifies any concerns about the level or quality of information in the prospectus or PDS, ASX will usually raise those concerns with the applicant in the first instance and, if the applicant is not able to allay those concerns, ASX will usually ask for them to be addressed to ASX's satisfaction in a supplementary or replacement prospectus. If the applicant refuses to do so, this is likely to bring a halt to the processing of its admission application and delay its admission.

ASX may also raise any concerns it has about the applicant's prospectus or PDS with ASIC, the regulator responsible for administering the laws relating to prospectuses and PDSs, for ASIC to form a view on whether it should issue a stop order and/or require the applicant to lodge a supplementary or replacement prospectus or PDS to address those concerns.¹⁰⁴

Where ASX does raise concerns with an applicant about its prospectus or PDS ASX will not accept an argument that ASIC has not raised any objections to the prospectus or PDS and therefore ASX should be satisfied with the document. ASIC does not review all prospectuses or PDSs lodged with it under the Corporations Act. In any event,

¹⁰⁰ Corporations Act section 710.

¹⁰¹ Corporations Act section 1013E.

¹⁰² See sections 728, 729, 1021D, 1021E and 1022B of the Corporations Act. In the case of a prospectus, that liability can also extend to the directors of the issuer, as well as to proposed directors of the issuer and certain other parties named with their consent in the prospectus (see section 729(1)). In the case of a PDS, that liability can also extend to certain other parties named with their consent in the PDS (see section 1022B(3)).

¹⁰³ See, for example, the guidance in notes 58 (material contracts) and 71 (joint venture arrangements) and sections 3.22 Additional requirements for foreign entities', '4.1 The role of the *Information Form and Checklist (ASX Listings)*' and '4.3 Disclosure of adviser fees and prerequisites'.

¹⁰⁴ ASX has an obligation to refer any suspected significant contravention of the Corporations Act to ASIC under section 792B(2)(c) of that Act. ASX has also entered into a Memorandum of Understanding with ASIC under which ASX and ASIC agree to share information about matters within their respective regulatory remits.

the Listing Rules require ASX to be satisfied with the prospectus or PDS lodged with ASIC¹⁰⁵ and that entitles ASX to require additional disclosures to be included over and above those of concern to ASIC.

If the applicant does issue a supplementary or replacement prospectus or PDS, it should give a copy to ASX as soon as it is issued.¹⁰⁶ If the changes in the supplementary or replacement prospectus or PDS are material, ASX may require the applicant also to provide an updated *Information Form and Checklist (ASX Listings)* that cross-references the new document.

3.5 When ASX will accept an information memorandum in lieu of a prospectus or PDS

ASX may agree to accept an information memorandum in lieu of a prospectus or PDS. Generally, it will only do so in one of the following circumstances:

- the entity applying for admission:
 - is listed on another acceptable exchange¹⁰⁷ and it is seeking to move its primary listing to, or to have a secondary listing on, ASX;
 - is the successor entity to an entity that is listed on ASX or another acceptable exchange and that has undergone a reconstruction where the holders of securities in the listed entity have exchanged those securities for securities in the successor entity; or
 - has been spun out of or de-merged from an entity that is listed on ASX or another acceptable exchange where securities in the applicant have been distributed in specie to the holders of securities in the listed entity,

and, in each case above, the entity applying for admission is not undertaking an offer of securities in connection with its listing on ASX; or

- the applicant is a government-owned body that is being privatised and is making an offer of securities which is not subject to the prospectus or PDS requirements in the Corporations Act.¹⁰⁸

An entity that does not meet the criteria above will need to make an offer of securities pursuant to a prospectus or PDS in connection with its listing on ASX, even though it may not otherwise need to raise capital or to issue securities to meet ASX's minimum free float or minimum spread requirements. The size of the offer is a matter for the entity concerned but it should be noted that in exercising its absolute discretion to determine whether or not to admit the entity to the official list, ASX may have regard to the level of investor support for the listing. From this perspective, the larger the offer and the broader the base of investors who accept it, the stronger the indication of investor support for the listing.

In the very limited cases where ASX does agree to accept an information memorandum in lieu of a prospectus or PDS, the information memorandum must meet the content requirements set out in Listing Rule 1.4. These include:

- if the entity is a company, a statement that the information memorandum contains all the information that would be required under section 710 of the Corporations Act if the information memorandum were a prospectus offering for subscription the same number of securities for which quotation will be sought;

¹⁰⁵ Listing Rule 1.1 requires the conditions for listing in that rule (including the requirement in condition 3 about issuing and lodging with ASIC a prospectus or PDS) to be met "to ASX's satisfaction". This is reinforced by ASX's absolute discretion to reject an admission application in Listing Rule 1.19.

¹⁰⁶ The requirement in Listing Rule 1.1 condition 3 to give ASX a prospectus or PDS includes giving a copy of any supplementary or replacement prospectus or PDS issued in connection with that prospectus or PDS (see the definitions of "prospectus" and "PDS" in Listing Rule 19.12).

¹⁰⁷ For these purposes, an "acceptable exchange" means a licensed Australian securities exchange or a foreign securities exchange listed in ASIC Corporations (Approved Foreign Financial Markets) Instrument 2015/1071.

¹⁰⁸ Corporations Act section 5A.

- if the entity is a trust, a statement that the information memorandum contains all the information that would be required under section 1013C of the Corporations Act if the information memorandum were a PDS offering for subscription the same number of securities for which quotation will be sought;
- a statement that the entity has not raised any capital for the 3 months before, and will not need to raise any capital for 3 months after, the date of issue of the information memorandum; and
- a statement that the applicant will issue a supplementary information memorandum if it becomes aware of any of the following between the date of issue of the information memorandum and the date the entity's securities are quoted or reinstated:
 - a material statement in the information memorandum is misleading or deceptive;
 - there is a material omission from the information memorandum;
 - there has been a significant change affecting a matter included in the information memorandum; or
 - a significant new circumstance has arisen and it would have been required to be included in the information memorandum.

The information memorandum must also include a prominent statement (that is, on the cover or near the front of the document) that ASX takes no responsibility for the contents of the information memorandum.¹⁰⁹

If the applicant issues a supplementary or replacement information memorandum, it should provide a copy to ASX as soon as it is issued.¹¹⁰ If the changes in the supplementary or replacement information memorandum are material, ASX may require the applicant to provide an updated *Information Form and Checklist (ASX Listings)* that cross-references the new document.

3.6 Requirements for quotation

An entity seeking admission in the ASX Listing category must apply for and be granted permission for quotation of all of the securities in its main class of securities (except restricted securities¹¹¹ and, if the entity so chooses, securities issued under an employee incentive scheme that are subject to restrictions on transfer).¹¹²

The entity's Appendix 1A application form includes an application for quotation of its securities. The entity simply needs to complete the table in that form with details of the estimated maximum number of securities it will be seeking to have quoted at the date of initial quotation on ASX.¹¹³

The main class of securities will usually be, for a company, its fully paid ordinary shares and, for a trust, its fully paid ordinary units.¹¹⁴

Listing Rule 2.1 sets out the conditions that must be satisfied for quotation of the main class of securities of an entity seeking admission to the official list as an ASX Listing. In summary, they are:

¹⁰⁹ Listing Rule 1.1 condition 3.

¹¹⁰ The requirement in Listing Rule 1.1 condition 3 to lodge with ASX an information memorandum that complies with Listing Rule 1.4 includes lodging a copy of any supplementary or replacement information memorandum (see the definition of "information memorandum" in Listing Rule 19.12).

¹¹¹ See '3.13 Restricted securities' on page 36.

¹¹² Listing Rule 1.1 condition 6. This Guidance Note does not address the requirements of condition 5 of Listing Rule 1.1. Condition 5 is only relevant to trusts. Further guidance on that condition can be found in Guidance Note 6 *Trusts*.

¹¹³ See '3.7 Number of securities to be quoted' on page 25.

¹¹⁴ Listing Rule 19.2 defines "main class" as the ordinary securities of an entity or, if ordinary securities are not to be quoted, the class of securities designated by ASX.

- the terms of the securities must comply with Chapter 6 of the Listing Rules;¹¹⁵
- the issue or sale price of the securities must be at least 20 cents in cash;¹¹⁶
- either:
 - the securities; or
 - if the entity is established in a jurisdiction whose laws have the effect that the securities cannot be registered or transferred under the operating rules of an approved clearing and settlement facility, CDIs issued over those securities, have been approved under the operating rules of an approved clearing and settlement facility;¹¹⁷ and
- if the applicant is not a no liability company and its main class of securities are partly paid securities, there must be a defined call program setting out the date and amount of each proposed call.¹¹⁸

An entity applying for admission to the official list as an ASX Listing may also seek quotation of other classes of securities in addition to its main class of securities. If it does so, those securities must meet the conditions in Listing Rule 2.5. In summary, they are:

- the terms of the securities again must comply with Chapter 6 of the Listing Rules;¹¹⁹
- if there are any restricted securities, the applicant must have complied with Chapter 9 of the Listing Rules;¹²⁰
- either:
 - the securities; or
 - if the entity is established in a jurisdiction whose laws have the effect that the securities cannot be registered or transferred under the operating rules of an approved clearing and settlement facility, CDIs issued over those securities, have been approved under the operating rules of an approved clearing and settlement facility;¹²¹
- if the securities are partly paid securities, there must be a defined call program setting out the date and amount of each proposed call;¹²²

¹¹⁵ Listing Rule 2.1 condition 1. Chapter 6 of the Listing Rules sets out the rights and obligations that must be attached to the securities (both quoted and unquoted) of a listed entity.

¹¹⁶ Listing Rule 2.1 condition 2. This condition does not apply to “restricted securities” and securities issued under an employee incentive scheme, which may still be quoted (in the case of restricted securities, after the escrow period ends) even though they are issued or sold for a price that is less than 20 cents.

¹¹⁷ Listing Rule 2.1 condition 3. See also ‘3.23 Clearing and settlement’ on page 45.

¹¹⁸ Listing Rule 2.1 condition 4. The call program may provide for one extension of up to six months of the date for payment of a call, on provision of at least two months’ written notice to holders of the partly paid securities. However, the call program for a mining entity or an oil and gas entity must require payment in full within two years after the date of issue and must not be extended past two years.

Conditions 5 and 6 of Listing Rule 2.1 are not addressed in this Guidance Note as they only apply to ASX Debt Listings.

¹¹⁹ Listing Rule 2.5 condition 1.

¹²⁰ Listing Rule 2.5 condition 2.

¹²¹ Listing Rule 2.5 condition 3. See also ‘3.23 Clearing and settlement’ on page 45.

¹²² Listing Rule 2.5 condition 4. The call program may provide for one extension of up to six months of the date for payment of a call, on provision of at least two months’ written notice to holders of the partly paid securities. However, the call program for a mining entity or an oil and gas entity must require payment in full within two years after the date of issue and must not be extended past two years.

- if the securities are debt securities or convertible debt securities, a copy of the documents setting out the terms of the securities must have been given to ASX;¹²³
- if the securities are a class of equity securities, or other securities with rights of conversion to equity, that are not already quoted, there must be at least 100,000 securities and 50 holders with a marketable parcel (excluding restricted securities) unless one of the following requirements is met:
 - the securities would be in the same class as the fully paid ordinary securities of the entity (ignoring the fact that they do not rank equally for the next dividend or distribution and ignoring any right to participate in a concurrent offer) and there are at least one million securities; or
 - the securities are a class of partly paid securities, there are at least one million securities, they are paid to not less than 40% of their issue price and the uncalled amount is payable on a fixed date which is within 12 months after the date of issue;¹²⁴ and
- if the securities are options issued on the exercise of other options, the other options must have expired, or have all been exercised.¹²⁵

One of the core requirements of Chapter 6 of the Listing Rules is that the terms that apply to each class of equity securities of a listed entity (both quoted and unquoted) must, in ASX's opinion, be appropriate and equitable.¹²⁶ In assessing whether this requirement is met, ASX will have regard to the principles on which the Listing Rules are based, as set out in the introduction to the Listing Rules, and the fairness and proportionality of the various rights and obligations attaching to the different classes of securities in the listed entity.

ASX recommends that an applicant for listing that has issued, or proposes to issue, securities that will have non-standard terms attached consult with ASX at the earliest opportunity about the likelihood of those terms meeting the requirements of Chapter 6.

3.7 Number of securities to be quoted

As a practical matter, at the time an entity applies to ASX for admission to the official list, it may not know the precise number of securities in any particular class that are to be quoted. For example, some securities may not be quoted because ASX classifies them as restricted securities.¹²⁷ Or an entity offering securities by way of a prospectus or PDS may include a provision allowing it to accept over-subscriptions and may not know the level of over-subscriptions it will receive and accept.

To meet Listing Rule 1.1 condition 6¹²⁸ and to avoid the legal difficulties that might otherwise arise under the Corporations Act,¹²⁹ an entity should apply in its Appendix 1A application form for quotation of, and pay the initial listing fee¹³⁰ for, the maximum number of securities that can be quoted. Hence, even where the entity anticipates that ASX will categorise some of its securities as restricted securities and therefore not quote them until the escrow period lapses, it should include all of those securities in the number of securities for which quotation is sought. Similarly, if the entity's prospectus or PDS allows acceptance of over-subscriptions, the number of securities for which quotation is sought in its Appendix 1A application form should include the maximum amount of over-subscriptions that can be accepted.

¹²³ Listing Rule 2.5 condition 5.

¹²⁴ Listing Rule 2.5 condition 6.

¹²⁵ Listing Rule 2.5 condition 7.

¹²⁶ Listing Rule 6.1.

¹²⁷ Restricted securities are only quoted once the escrow restriction has been lifted: see '3.13 Restricted securities' on page 36 and Guidance Note 11 *Restricted Securities and Voluntary Escrow*.

¹²⁸ See note 112 above and the accompanying text.

¹²⁹ See '2.7 Corporations Act deadlines for lodgement' on page 8.

¹³⁰ See '2.8 Payment of initial listing fee' on page 9.

If it transpires that the number of securities actually quoted at listing is different to the number included in its Appendix 1A application form, the entity will need to notify ASX of the change in number no later than midday at least one business day prior to the intended date for initial quotation of the securities.¹³¹

3.8 Minimum free float

An entity seeking admission in the ASX Listing category must have a free float at the time of its admission to the official list of not less than 20%.¹³²

“Free float” means the percentage of the entity’s main class of securities that:

- are not “restricted securities”¹³³ or subject to voluntary escrow;¹³⁴ and
- are held by non-affiliated security holders.¹³⁵

“Non-affiliated security holders” means security holders who are not: (a) a related party¹³⁶ of the entity; (b) an associate¹³⁷ of a related party of the entity; or (c) a person whose relationship to the entity or to a person referred to in (a) or (b) is such that, in ASX’s opinion, they should be treated as affiliated with the entity.¹³⁸

Securities held by or for an employee incentive plan are not regarded by ASX as forming a part of an entity’s free float.¹³⁹

3.9 Minimum spread

An entity seeking admission in the ASX Listing category must meet ASX’s minimum spread requirement.¹⁴⁰ This serves to demonstrate that there is sufficient investor interest in the entity to justify its listing¹⁴¹ and to underpin some level of liquidity at the time the entity is initially listed.

¹³¹ This will be imposed as a standard condition of listing and quotation (see ‘2.10 Admission/quotation conditions’ on page 11).

¹³² Listing Rule 1.1 condition 7.

¹³³ The concept of “restricted securities” is explained in greater detail in Guidance Note 11 *Restricted Securities and Voluntary Escrow*.

¹³⁴ As defined in Listing Rule 19.12.

¹³⁵ See the definition of “free float” in Listing Rule 19.12.

¹³⁶ As defined in Listing Rule 19.12.

¹³⁷ “Associate” is defined in Listing Rule 19.12. The definition is based on, but in some respects is broader than, the definition of “associate” in section 12 of the Corporations Act. For example, in the Listing Rules definition, the references to a body corporate in section 12(2)(a) have been replaced with references to an entity so as to capture trusts, partnerships and other unincorporated bodies and a paragraph has been added specifying that if the primary person is a natural person, their associates include any entity they control.

The Listing Rules definition also includes a provision deeming a related party of a natural person to be their associate unless the contrary is proven. This provision exists as an evidentiary aid and is intended to put the evidentiary burden on a person who asserts that they do not control and are not acting in concert with a related party to prove that is so. It is based on the premise that because of the close connection between an individual and their related parties, it should be presumed that the individual is able to control a related party, or that a related party is acting in concert with the individual, unless the contrary is proven. Otherwise it is too easy for the individual and the related party simply to deny any association and to put others to the task of proving that they are associates.

The definition of “associate” in Listing Rule 19.12 has an equivalent carve-out to that provided in section 16 of the Corporations Act, which states that a person is not an associate of another person merely because of one or more of the following: (a) one gives advice to the other, or acts on the other’s behalf, in the proper performance of the functions attaching to a professional capacity or a business relationship; (b) one, a client, gives specific instructions to the other, whose ordinary business includes dealing in financial products, to acquire financial products on the client’s behalf in the ordinary course of that business; (c) one had sent, or proposes to send, to the other an offer under a takeover bid for securities held by the other; or (d) one has appointed the other, otherwise than for valuable consideration given by the other or by an associate of the other, to vote as a proxy or representative at a meeting of members, or of a class of members, of the listed entity.

¹³⁸ Listing Rule 19.12.

¹³⁹ If they do not fall within paragraph (a) or (b) of the definition of non-affiliated security holder in Listing Rule 19.12, ASX will regard them as falling within paragraph (c) of that definition.

¹⁴⁰ Listing Rule 1.1 condition 8.

¹⁴¹ Among other things, the minimum spread requirement operates to keep poorer quality applicants that are not able to attract sufficient investor interest to meet that requirement from being admitted to the ASX official list.

To meet the minimum spread requirement, an entity must have at least 300 non-affiliated security holders, each of whom holds a parcel of the entity's main class of securities¹⁴² that are not "restricted securities" and that are not subject to voluntary escrow, with a value of at least \$2,000.¹⁴³

There is no specific requirement in the Listing Rules for a minimum number of Australian-resident security holders. However, ASX does encourage entities in the ASX Listing category to have at the time of their admission to the official list a reasonable number of security holders resident in Australia with a reasonable level of security holdings, to promote local interest and liquidity in its securities. ASX also has a residual discretion under Listing Rule 1.19, which it may exercise in an appropriate case, to require as a condition of admission that the applicant has a minimum number of Australian resident security holders with a minimum size or value of security holding.

ASX will generally exercise this discretion where an applicant is incorporated in, has its main business operations in, or has a majority of its board or a controlling shareholder resident in, an emerging or developing market. In ASX's experience, these types of entities tend to target or attract investors from the emerging or developing market, making it less likely that they will trade on ASX and more difficult for ASX to conduct its usual checks to verify that minimum spread has been obtained without using artificial means. Typically, in such a case, ASX will require at least 75% of the minimum spread to come from investors resident in Australia.

ASX will generally count security holdings registered in the name of a custodian or nominee as a single holding and assume that they are held for non-Australian residents for the purposes of determining whether spread has been achieved. If an applicant requests ASX to look behind the custodial or nominee holding and take account of the number and residence of the beneficial holders for the purposes of spread, ASX will, at a minimum, require a statutory declaration from the custodian or nominee (or, if it is a corporation, a responsible officer of the corporation) setting out the full names, addresses and security holdings of each beneficial holder and attesting that each beneficial holder:

- is the beneficial owner of the securities in question and has full and unfettered power to direct the custodian or nominee to vote and to dispose of the securities as they see fit;
- is fully entitled to any proceeds received on the sale of the securities;
- is fully entitled to any dividend or distribution paid by the entity on the securities; and
- as far as the declarant is aware, is not an associate (as defined in the Listing Rules)¹⁴⁴ of the other beneficial holders.

ASX will not accept security holdings obtained by artificial means as counting towards minimum spread. Without limitation, ASX regards the following as "artificial" for these purposes:

- fictitious applications;
- giving securities away;
- offering loans to prospective investors to acquire securities that are non-recourse or expected to be repaid a short period after listing;
- having investors pre-complete transfers of their securities to a third party ahead of listing;
- having investors enter into purchase agreements or call options that allow a third party to acquire their securities after listing;
- having investors enter into repurchase agreements or put options that allow them to dispose of their securities to a third party after listing;

¹⁴² If CDIs are issued over securities in the main class, holders of the CDIs are included for these purposes.

¹⁴³ The value of securities is usually based on the offer price under the entity's prospectus, PDS or information memorandum.

¹⁴⁴ See note 137 above.

- brokers, financial advisers or other intermediaries completing applications for clients without their knowledge or consent;
- brokers, financial advisers or other intermediaries allocating securities to discretionary managed accounts without the knowledge or consent of the client for whom those accounts are managed;
- lead managers, brokers, financial advisers or other intermediaries being incentivised to procure spread through the payment of abnormally high fees, brokerage or commission;¹⁴⁵ and
- splitting what is effectively one beneficial holding of securities across multiple family members, family companies or family trusts or across multiple entities in the same corporate group.

Unless satisfactory evidence is provided to the contrary, ASX will assume that if there are more than two holdings registered at the same address or post office box, they fall within this last category and ASX will treat all such holdings as no more than two holdings for the purposes of determining whether spread has been achieved.¹⁴⁶

ASX may require evidence to verify that an entity has achieved minimum spread without using artificial means.¹⁴⁷ This may include requiring:

- the entity to provide copies of its share register, bank statements, application forms and cheques or other evidence of payment by investors;
- where the entity has a substantial number of proprietary companies on its register, the entity to provide, at its cost, ASIC (or equivalent) searches for those companies to determine whether they are related to or associated with other investors on the register;
- the entity to provide to ASX, at the entity's cost, a report from an identity verification service acceptable to ASX confirming the number of applications received from persons whose identity has been able to be verified;
- any broker, financial adviser or other intermediary involved in the listing¹⁴⁸ to provide details of its processes for procuring subscriptions, a list of investors from whom it has procured subscriptions and copies of its "know your client" checks for those investors;
- a statutory declaration from an officer of the entity or from an officer or employee of any broker, financial adviser or other intermediary involved in the listing confirming that artificial means have not been used to achieve spread; and/or
- the entity to provide to ASX, at the entity's cost, a report from an independent expert selected by ASX verifying that the entity has achieved spread without using artificial means.

If ASX has concerns that an entity may have been admitted to the official list without having properly obtained spread, ASX may suspend trading in its securities¹⁴⁹ and seek information from the entity to determine whether or not that is the case.¹⁵⁰ If ASX ultimately forms the view that the entity has falsified spread or obtained it by artificial means, ASX may require the entity to undertake steps to obtain sufficient spread¹⁵¹ or remove the entity from the

¹⁴⁵ These types of arrangements raise concerns that the broker or other party will pay over a significant proportion of its fee, brokerage or commission to an investor to procure their subscription. This effectively involves offering the investor a significant discount or rebate to take up their securities, which ASX regards as an artificial way of obtaining spread.

¹⁴⁶ This is not to say that ASX will always accept two holders registered at the same address as counting for two holders for spread purposes, particularly if ASX finds multiple examples of two holders at the one address.

¹⁴⁷ Listing Rule 1.17.

¹⁴⁸ For example as the applicant's underwriter or lead manager.

¹⁴⁹ Listing Rule 17.3.1 and/or 17.3.4.

¹⁵⁰ Listing Rule 18.7.

¹⁵¹ Listing Rule 12.4.

official list for not having satisfied the requirements for admission.¹⁵² It may also refer the parties responsible for falsifying spread or obtaining it by artificial means to ASIC for consideration of regulatory action.¹⁵³

3.10 Satisfying the profit test

An entity seeking admission in the ASX Listing category must satisfy either the profit test in Listing Rule 1.2 or the assets test in Listing Rule 1.3.¹⁵⁴

To satisfy the profit test, an entity must:

- be a going concern or the successor of a going concern;¹⁵⁵
- have conducted the same main business activity during the last 3 full financial years and through to the date it is admitted;¹⁵⁶
- have aggregated profit from continuing operations for the last 3 full financial years of at least \$1 million;¹⁵⁷
- have consolidated profit from continuing operations for the 12 months to a date no more than 2 months before the date it applied for admission of at least \$500,000;¹⁵⁸
- include in its listing prospectus, PDS or information memorandum a statement confirming that the directors (in the case of a trust, the directors of the responsible entity) have made enquiries and nothing has come to their attention to suggest that the economic entity is not continuing to earn profit from continuing operations up to the date of the prospectus, PDS or information memorandum, or else the entity must give an equivalent statement to ASX signed by all of its directors (in the case of a trust, all of the directors of the responsible entity);¹⁵⁹ and
- give ASX each of the following:
 - the entity's audited accounts for the last 3 full financial years (if the entity applies for admission less than 90 days after the end of its last financial year and it does not have audited accounts for its latest full financial year, ASX will accept audited accounts for the 3 years to the end of the previous financial year along with the entity's audited or reviewed accounts for its most recent half year);¹⁶⁰
 - if the entity applies for admission more than 6 months and 75 days after the end of its last financial year, the entity's audited or reviewed accounts for its most recent last half year (or longer period if available);¹⁶¹ and
 - a reviewed pro forma statement of financial position showing the effect of any material transactions (including any acquisitions, disposals or issues of securities) expected to occur in conjunction with the entity's admission to the official list. The review must be conducted by a registered company

¹⁵² Listing Rule 17.12 (first and/or third bullet point).

¹⁵³ ASX has an obligation to refer any suspected significant contravention of the Corporations Act or the Listing Rules to ASIC under section 792B(2)(c) of that Act. For examples of regulatory action taken by ASIC in relation to the falsification of spread, see ASIC Media Release 08-167, summarised in note 65 above, and ASIC Media Release 17-118.

¹⁵⁴ Listing Rule 1.1 condition 9. See also '3.11 Satisfying the assets test' on page 30.

¹⁵⁵ Listing Rule 1.2.1.

¹⁵⁶ Listing Rule 1.2.2.

¹⁵⁷ Listing Rule 1.2.4.

¹⁵⁸ Listing Rule 1.2.5.

¹⁵⁹ Listing Rule 1.2.6. If the directors provide a separate signed statement to ASX, ASX will release it to the market by way of pre-quotation disclosure.

¹⁶⁰ Listing Rule 1.2.3(a).

¹⁶¹ Listing Rule 1.2.3(b).

auditor (or, if the entity is a foreign entity, an overseas equivalent of a registered company auditor) or an independent accountant.¹⁶²

In each case above, the entity must provide the audit report or review report to ASX and that report must not contain a modified opinion, emphasis of matter or other matter paragraph that ASX considers unacceptable.¹⁶³

ASX will not accept a modified opinion, emphasis of matter or other matter paragraph for an entity applying for admission under the profit test that calls into question whether the entity can continue as a going concern or has achieved the required profit levels to be admitted under the profit test.

ASX requires the most recent set of accounts lodged with ASX by an entity applying for admission under the profits test (be they audited full year accounts or audited or reviewed half year accounts) to be tier 1 general purpose financial statements.¹⁶⁴ If the entity has not been required to prepare general purpose financial statements for the previous years, ASX will generally accept special purpose financial statements for those years, provided they otherwise comply with all applicable measurement and recognition standards (including consolidation and equity accounting standards).

The fact that an applicant may have acquired another entity or business during the most recent 3 or 3½ years does not preclude it from applying for admission under the profit test, provided the acquisition did not result in a change to its main business activity over that period. However, ASX will require the entity¹⁶⁵ to provide audited accounts for that other entity or business for any accounting period over those 3 or 3½ years where the results of the other entity or business have not been consolidated into the audited accounts of the applicant.¹⁶⁶

An entity that has not conducted the same main business activity during the last 3 full financial years or that is not able to provide audited accounts for the last 3 full financial years which meet the requirements above must apply for admission under the assets test, even if it has otherwise achieved the required profit levels to be admitted under the profit test.

3.11 Satisfying the assets test

As mentioned previously, an entity seeking admission in the ASX Listing category must satisfy either the profit test in Listing Rule 1.2 or the assets test in Listing Rule 1.3.¹⁶⁷

To satisfy the assets test, an entity that is **not an investment entity**¹⁶⁸ must meet the following requirements:

- it must have at the time of admission:
 - net tangible assets of at least \$4 million after deducting the costs of fund raising; or

¹⁶² Listing Rule 1.2.3(c). The requirement for a reviewed pro forma statement of financial position applies unless ASX agrees that it is not needed (which would be rare).

¹⁶³ If the oldest set of accounts provided to ASX are the first audited accounts prepared by the entity, ASX will generally accept the usual qualifications about the inability to inspect inventory (provided the inventory levels are not material to the financial position of the entity), the opening balances not being subject to audit and the absence of prior year comparisons. This is consistent with the types of modified opinion, emphasis of matter or other matter paragraph that ASIC will accept in a prospectus, as outlined in Part F of RG 228.

¹⁶⁴ This is on the basis that the most recent set of accounts will generally have been compiled in contemplation of the entity's equity instruments trading in a public market and are therefore expected, under Australian Accounting Standard AASB 1053 *Application of Tiers of Australian Accounting Standards*, to be tier 1 general purpose financial statements.

¹⁶⁵ Under Listing Rule 1.17.

¹⁶⁶ Example 2 in Annexure B illustrates the point.

¹⁶⁷ Listing Rule 1.1 condition 9. See also '3.10 Satisfying the profit test' on page 29.

¹⁶⁸ An "investment entity" is one which in ASX's opinion has as a principal part of its activities investing (directly or through a child entity) in listed or unlisted securities or derivatives and whose objectives do not include exercising control over or managing any entity, or the business of any entity, in which it invests (Listing Rule 19.12).

- a market capitalisation of at least \$15 million;¹⁶⁹
- either:
 - less than half of its total tangible assets (after raising any funds) are cash or in a form readily convertible to cash;¹⁷⁰ or
 - it has commitments consistent with its stated business objectives¹⁷¹ to spend at least half of its cash and assets readily convertible to cash – in this case, the entity’s listing prospectus, PDS or information memorandum must include an expenditure program setting out these commitments;¹⁷² and
- it must meet the working capital requirements summarised in section ‘3.12 below.

For these purposes, an entity’s market capitalisation is calculated by multiplying the number of securities in the entity’s main class¹⁷³ by the price determined by ASX to be a fair measure of the market value of those securities. Where an entity is undertaking a material capital raising in connection with its listing, ASX will normally use the price at which the entity’s main class of securities are offered under the prospectus, PDS or information memorandum for that capital raising as an acceptable proxy for the market value of those securities. ASX may, however, use a different price to determine an entity’s market capitalisation if it is not undertaking a material capital raising in connection with its listing or if ASX is concerned that the offer price under the prospectus, PDS or information memorandum does not fairly reflect the value of its main class of securities. In an appropriate case, ASX may require an entity’s market capitalisation to be verified by an independent expert.¹⁷⁴

ASX does not consider the following types of expenditure to be acceptable as a “commitment” for these purposes:

- amounts allocated to working capital, or which could otherwise be considered to be of a working capital nature, such as administration costs and accounts payable; and
- where an applicant’s main business is mineral exploration, amounts allocated to exploration or development activities on mining tenements that have not yet been granted or in relation to which the applicant does not have a present right to explore.

Where operations are to be conducted through a joint venture, ASX also will not accept a capital contribution to the joint venture as a “commitment” for these purposes unless the joint venture itself is committed to expending the capital contribution on acceptable types of expenditure.

To satisfy the assets test, an **investment entity**¹⁷⁵ must at the time of admission:

- have net tangible assets of at least \$15 million after deducting the costs of fund raising; or

¹⁶⁹ Listing Rule 1.3.1.

¹⁷⁰ Listing Rule 1.3.2(a).

¹⁷¹ As set out in its listing prospectus, PDS or information memorandum pursuant to Listing Rule 1.3.3(a): see ‘3.12 Working capital requirements’ on page 35.

¹⁷² Listing Rule 1.3.2(b).

¹⁷³ “Main class” means the ordinary securities of the entity or, if ordinary securities are not to be quoted, the class of securities designated by ASX (Listing Rule 19.12). Generally speaking, if an entity has fully paid ordinary securities quoted on ASX, they will be its main class. If an entity only has partly paid ordinary securities quoted on ASX, they will be its main class. If the entity has both fully paid and partly paid ordinary securities quoted on ASX, its fully paid ordinary securities will be its main class and its partly paid ordinary securities will be excluded from the calculation of its market capitalisation for the purposes of the Listing Rules.

¹⁷⁴ Under Listing Rule 1.17.

¹⁷⁵ For the definition of “investment entity”, see note 168 above.

- be a pooled development fund and have net tangible assets of at least \$2 million after deducting the costs of fund raising.¹⁷⁶

In addition, unless ASX agrees otherwise, **all entities** seeking admission under the assets test must give ASX each of the following.

- the entity's audited accounts for the last 2 full financial years (if the entity applies for admission less than 90 days after the end of its last financial year and it does not have audited accounts for its latest full financial year, ASX will accept audited accounts for the 2 years to the end of the previous financial year along with the entity's audited or reviewed accounts for its most recent half year);¹⁷⁷
- if the entity applies for admission more than 6 months and 75 days after the end of its last financial year, the entity's audited or reviewed accounts for its most recent half year (or longer period if available);¹⁷⁸
- if the entity has in the 12 months prior to applying for admission acquired, or is proposing in connection with its application for admission to acquire, another entity or business¹⁷⁹ that is significant in the context of the entity:
 - audited accounts for the last 2 full financial years for that other entity or business (if the entity applies for admission less than 90 days after the end of the last financial year for that other entity or business and the other entity or business does not have audited accounts for its latest full financial year, ASX will accept audited accounts for the 2 years to the end of the previous financial year along with the audited or reviewed accounts for its most recent half year);¹⁸⁰ and
 - if the entity applies for admission more than 6 months and 75 days after the end of the last financial year for that other entity or business, audited or reviewed accounts for that other entity or business for its most recent half year (or longer period if available);¹⁸¹ and
- a reviewed pro forma statement of financial position showing the effect of any material transactions (including any acquisitions, disposals or issues of securities) expected to occur in conjunction with the entity's admission to the official list. The review must be conducted by a registered company auditor (or, if the entity is a foreign entity, an overseas equivalent of a registered company auditor) or an independent accountant.¹⁸²

In each case above, the entity must provide the audit report or review report to ASX and that report must not contain a modified opinion, emphasis of matter or other matter paragraph that ASX considers unacceptable.¹⁸³

ASX will not accept a modified opinion, emphasis of matter or other matter paragraph for an entity applying for admission under the assets test that calls into question whether the entity can continue as a going concern unless ASX is satisfied that the capital proposed to be raised by the entity in connection with its listing will be sufficient to remove that question. In such a case, ASX may require the auditor or another expert to opine on whether the capital proposed to be raised is sufficient to enable the entity to continue as a going concern and require that opinion to be published as pre-quotation disclosure.¹⁸⁴

¹⁷⁶ Listing Rule 1.3.4.

¹⁷⁷ Listing Rule 1.3.5(a).

¹⁷⁸ Listing Rule 1.3.5(b).

¹⁷⁹ This does not apply if what is being acquired is more properly characterised as an acquisition of assets rather than an acquisition of a business. Like ASIC, ASX applies the guidance in Appendix B of Australian Accounting Standard AASB 3 *Business combinations* to help determine whether an entity has acquired, or is acquiring, a business rather than a collection of assets (see note 281 below).

¹⁸⁰ Listing Rule 1.3.5(c) first bullet point.

¹⁸¹ Listing Rule 1.3.5(c) second bullet point.

¹⁸² Listing Rule 1.3.5(d).

¹⁸³ See note 163 above for the type of qualifications that ASX will usually accept.

¹⁸⁴ Under Listing Rule 1.17.

Subject to the comments below about “roll-up” listings, ASX requires the most recent set of accounts lodged with ASX by an entity applying for admission under the assets test (be they audited full year accounts or audited or reviewed half year accounts) to be tier 1 general purpose financial statements and not special purpose financial statements.¹⁸⁵ If the entity has not been required to prepare general purpose financial statements for the previous year(s), ASX will generally accept special purpose financial statements for those year(s), provided they otherwise comply with all applicable measurement and recognition standards (including consolidation and equity accounting standards).

To illustrate:

- An entity applying for admission under the assets test with a 30 June balance date lodges its listing application with ASX on 30 November 2019. The entity must provide to ASX its audited accounts for the years ended 30 June 2018 and 30 June 2019. The accounts for the year ended 30 June 2019 should be tier 1 general purpose financial statements. If the entity has not been required to prepare general purpose financial statements for the preceding year, the accounts for the year ended 30 June 2018 can be special purpose financial statements, provided they otherwise comply with all applicable measurement and recognition standards (including consolidation and equity accounting standards).
- An entity applying for admission under the assets test with a 30 June balance date lodges its listing application with ASX on 31 March 2019. The entity must provide to ASX its audited accounts for the years ended 30 June 2017 and 30 June 2018, as well as its audited or reviewed accounts for the half year ended 31 December 2018. The accounts for the half year ended 31 December 2018 should be tier 1 general purpose financial statements. If the entity has not been required to prepare general purpose financial statements for the preceding years, the accounts for the years ended 30 June 2017 and 30 June 2018 can be special purpose financial statements, provided they otherwise comply with all applicable measurement and recognition standards (including consolidation and equity accounting standards).

The same rules apply to the accounts of a significant entity or business that an assets test entity has acquired in the 12 months prior to, or is proposing to acquire in connection with, its application for admission.

ASX will apply the above rules in a common sense way and in a manner that is consistent with their spirit, intention and purpose.¹⁸⁶ So, for example, ASX will generally agree to accept less than 2 full financial years of audited accounts from an applicant (and, if applicable, from any significant entity or business the applicant has acquired or is proposing to acquire) if it has only been carrying on business for less than 2 full financial years or where ASX is satisfied that it has undergone such a major and transformative change during its most recent financial year that the accounts for the previous financial year would not provide any meaningful information to investors.¹⁸⁷ ASX will generally also agree to accept accounts from the applicant that are not audited or reviewed (save as part of the review of the applicant’s pro forma statement of financial position) where the applicant is effectively a shell that is not conducting a business and has nominal assets and liabilities and is providing a reviewed statement of financial position.¹⁸⁸

Similarly, where an assets test entity is proposing to acquire in connection with its application for admission a number of businesses in the same sector, none of which is significant in its own right (ie a “roll-up listing”), ASX will accept:

- pro forma audited accounts on an aggregated basis for the rolled up entity for the most recent financial year; and

¹⁸⁵ See note 164 above.

¹⁸⁶ As it is required to do under Listing Rule 19.2.

¹⁸⁷ See also example 1 in table 10 of RG 228.

¹⁸⁸ Examples 3 and 7-12 in Annexure B are cases in point. In such a case, the reviewed pro forma statement of financial position required under Listing Rule 1.2.3(c) or 1.3.5(d) should provide sufficient financial information about Listco to investors. Requiring an entity that is not carrying on a business and has only nominal assets and liabilities to produce audited accounts in relation to itself would subject it to unnecessary expense without providing any real benefit to investors.

- if the entity applies for admission more than 6 months and 75 days after the end of the most recent financial year, pro forma audited or reviewed accounts on an aggregated basis for the rolled up entity for the most recent half year.

ASX understands that, by definition, these pro forma audited accounts on an aggregated basis must be special purpose financial statements rather than general purpose financial statements due to the non-application of Australian Accounting Standard *AASB 10 Consolidated Financial Statements*. ASX will however expect them to comply with all other applicable measurement and recognition standards.

Annexure B has guidance on the accounts that ASX will generally agree to accept from an applicant for listing in most common situations, including those where ASX will agree to accept less than 2 full financial years of audited accounts for an entity applying for admission under the assets test. It also has guidance on the financial information that ASIC expects a listing prospectus to include in those situations under Part F of RG 228.

In terms of the requirement above to provide accounts for another “significant entity or business” that an entity has acquired or is proposing to acquire, ASX will generally consider an entity or business to be “significant” if, at the entity’s most recent balance date, it accounted for 25% or more of any of the applicant’s: (a) consolidated total assets; (b) consolidated total equity interests; (c) consolidated annual revenue or, in the case of a mining exploration entity, oil and gas exploration entity or other entity that is not earning material revenue from operations, consolidated annual expenditure; (d) consolidated EBITDA; or (e) consolidated annual profit before tax.¹⁸⁹

ASX acknowledges that there may be circumstances where the utilisation of some of the individual measures in (a) to (e) in the preceding paragraph could capture an entity or business that is not truly significant in the context of the applicant (for example where the applicant’s consolidated annual revenue, EBITDA or profit before tax is a relatively low amount). If an applicant for admission to the official list considers this to be the case, then it should discuss the issue with ASX at the earliest opportunity to determine whether ASX may agree in its particular circumstances to accept something less than what would otherwise be required under the Listing Rules.

Any agreement by ASX to accept less than 2 full financial years of audited accounts for an entity applying for admission under the assets test may be conditional on the entity providing additional financial information about itself or any entity or business it is acquiring. ASX may require that additional financial information to be audited or reviewed or otherwise opined upon by an expert.¹⁹⁰

ASX may also require an applicant to provide a copy of any other accounts not mentioned previously that are referred to in the applicant’s listing prospectus, PDS or information memorandum, for release to the market as supplemental pre-quotation disclosure.¹⁹¹ This may include, for example, audited or reviewed accounts that the applicant has prepared for the purposes of meeting ASIC’s guidance in RG 228 that would not otherwise be required to be lodged with ASX under the specific requirements in Listing Rules 1.2.3 and 1.3.5.¹⁹²

¹⁸⁹ These are the same criteria as outlined in section 2.5 of Guidance Note 12 *Significant Changes to Activities*, in terms of when ASX expects an entity to notify it of a significant change to the scale of its activities under Listing Rule 11.1. Consistent with the approach outlined in that Guidance Note, ASX will usually use the most recent published financial statements of the applicant and the entity or business it is acquiring to determine whether the 25% significance threshold has been exceeded. Typically this will be the audited or reviewed pro forma financial information included in the applicant’s listing prospectus, PDS or information memorandum.

¹⁹⁰ Pursuant to its power in that regard under Listing Rule 1.17.

¹⁹¹ Again, pursuant to its power in that regard under Listing Rule 1.17.

¹⁹² For example, audited accounts prepared in relation to a “roll-up listing” (as referred to in example 7 in table 10 of RG 228) or for “multiple insignificant acquisitions” (see row 5 of table 11 of RG 228) or where a third full year of audited financial information is expected under RG 228.87 and none of the circumstances referenced in table 10 of RG 228 apply.

3.12 Working capital requirements for entities applying under the assets test

An entity applying for admission under the assets test¹⁹³ that is not an investment entity¹⁹⁴ must meet the following additional requirements:

- * its listing prospectus, PDS or information memorandum must:
 - * state the objectives the entity is seeking to achieve from its admission and any capital raising undertaken in connection with its admission;¹⁹⁵ and
 - * include an express statement (a “working capital statement”) from its directors that the entity will have enough working capital at the time of its admission to carry out its stated objectives, or else the entity must give ASX an equivalent statement from an independent expert;¹⁹⁶ and
- * its working capital, as shown in its reviewed pro forma statement of financial position under Listing Rule 1.3.5(d), must be at least \$1.5 million.¹⁹⁷

For these purposes, “working capital” is defined as the difference between an entity’s current assets and its current liabilities.¹⁹⁸

Assets and liabilities should only be classified as “current” if they meet the requirements in this regard in Australian Accounting Standard AASB 101 *Presentation of financial statements*.¹⁹⁹ In accordance with that standard, ASX will not accept deferred tax assets as a current asset for these purposes.²⁰⁰ Nor will ASX accept a building under construction as a current asset, even if the entity expects to complete and sell the building “within its normal operating cycle”.²⁰¹

ASX recognises that entities will often approach the market for capital progressively, as they prove up their business model.²⁰² This is particularly so for entities with speculative or start-up businesses. Junior explorers, for example, will often raise only enough capital at the time of their initial public offering (“IPO”) to conduct their initial drilling program, with the intention of raising further capital if the initial drilling program confirms the prospectivity of their mining tenement. ASX has no issues with this as long as the entity meets the minimum \$1.5 million working capital requirement mentioned above and:

- the entity is clear in its listing prospectus, PDS or information memorandum what business objectives it is trying to achieve with the funds raised in its IPO;
- those business objectives appear to ASX to be a reasonable in the context of the applicant’s business;
- the entity’s working capital statement confirms that it will have enough working capital to achieve those business objectives and ASX has no concerns about the accuracy or basis of this statement; and

¹⁹³ Entities applying for admission under the profit test are not required to comply with these working capital requirements as it is assumed that because they have been profitable for a 3 year period, they should be generating sufficient working capital to support themselves.

¹⁹⁴ The definition of “investment entity” is set out in note 168 above.

¹⁹⁵ Listing Rule 1.3.3(a).

¹⁹⁶ Listing Rule 1.3.3(b). If the working capital statement is provided by an independent expert, ASX will release it to the market by way of pre-quotation disclosure.

¹⁹⁷ Listing Rule 1.3.3(c).

¹⁹⁸ Listing Rule 19.12.

¹⁹⁹ Listing Rule 19.11A.

²⁰⁰ See paragraph 56 of AASB 101 (July 2015).

²⁰¹ See paragraph 66(a) of AASB 101 (July 2015).

²⁰² Being able to raise capital progressively is in the interests of both entities and investors – it enables entities to raise capital efficiently as and when they need it and investors to provide that capital as a clearer picture of the entity’s prospects emerges.

- the entity's listing prospectus, PDS or information memorandum clearly discloses that the entity will need to raise further capital if it successfully achieves those business objectives, as well as the risks and consequences of it not achieving those business objectives.

ASX has, however, had issues with applicants for listing with a reasonably well established business making substantial losses, where the amount of capital they are seeking to raise at the minimum subscription level appears to ASX to be insufficient to sustain their business for any reasonable length of time. In such cases, ASX may question the sufficiency of the capital being raised by the entity and/or the basis on which the directors have made their working capital statement. ASX may require the entity to disclose in its listing prospectus or PDS how long it expects to be able to fund its business if it only raises its minimum subscription and the likelihood and risks of it having to undertake a further capital raising in the not too distant future. ASX will also look carefully at the way in which the entity has framed its business objectives and its working capital statement in its listing prospectus or PDS to ensure they are consistent with such disclosures.

It should be noted that a working capital statement is a forward-looking statement and must be based on reasonable grounds.²⁰³ If ASX has concerns about the accuracy or basis of an entity's working capital statement, ASX may require the statement to be confirmed by an independent expert²⁰⁴ or it may refuse to admit the applicant to the official list.²⁰⁵ This applies whether or not the entity has met the \$1.5 million working capital requirement, which is a minimum requirement only.

3.13 Restricted securities

An entity seeking admission in the ASX Listing category that has issued or proposes to issue "restricted securities" before or in connection with its admission to the official list, must comply with Chapter 9 of the Listing Rules.²⁰⁶ Among other things that chapter requires the entity either to execute a restriction deed with the holder and each controller of the securities in the form set out in Appendix 9A or, if ASX agrees, to give a restriction notice to the holder in the form of Appendix 9C, notifying them of the applicable restrictions.

If:

- (a) in the 2 years prior to the date of the entity's application for admission to the official list the entity has acquired; or in connection with its listing is proposing to acquire, a classified asset²⁰⁷ from a related party or a promoter, or an associate of a related party or promoter, of the entity, the consideration for the acquisition must have been, or be, equity securities issued by the entity and those securities must be restricted securities; or
- (b) in the 12 months prior to its admission to the official list the entity has acquired, or in connection with its listing is proposing to acquire, a classified asset from someone who is not a related party or promoter, or an associate of a related party or promoter, of the entity and part or all of the consideration for the acquisition was or will be securities in a class that is to be quoted, those securities must be restricted securities,²⁰⁸

²⁰³ See sections 728(2) and 769C of the Corporations Act.

²⁰⁴ Under Listing Rule 1.17.

²⁰⁵ Using its general discretion in that regard under Listing Rule 1.19.

²⁰⁶ Listing Rule 1.1 condition 10.

²⁰⁷ A "classified asset" is defined in Listing Rule 19.12 as:

- (a) an interest in a mining tenement or petroleum tenement that is substantially explorative or unproven;
- (b) an interest in intangible property that is substantially speculative or unproven, or has not been profitably exploited for at least three years, and which entitles the entity to develop, manufacture, market or distribute the property;
- (c) an interest in an asset which, in ASX's opinion, cannot readily be valued; or
- (d) an interest in an entity the substantial proportion of whose assets (held directly, or through a controlled entity) is property of the type referred to in paragraphs (a), (b) or (c) above.

²⁰⁸ Listing Rule 1.1 conditions 11(a) and (b) respectively.

Paragraphs (a) and (b) above do not apply if under Listing Rule 9.2²⁰⁹ the entity is not required to apply the restrictions in Appendix 9B. Paragraph (a) above also does not apply if, and to the extent that, the consideration was or is reimbursement of expenditure incurred by the related party, promoter or associate in developing the classified asset.²¹⁰

Restricted securities are placed in escrow and not quoted on ASX until the expiry of the escrow period. This effectively prevents their transfer or other disposal during that period.

Further guidance on the escrow requirements applicable to restricted securities can be found in Guidance Note 11 *Restricted Securities and Voluntary Escrow*.

Editable versions of the Appendix 9A restriction deed²¹¹ and Appendix 9C restriction notice²¹² can be downloaded from <http://www.asx.com.au/regulation/compliance/compliance-downloads.htm>.

An entity which expects to have any of its securities classified as restricted securities should include with its application for listing an ASX Restricted Securities Spreadsheet. An editable version of the spreadsheet can also be downloaded from www.asx.com.au/regulation/compliance/compliance-downloads.htm. The Restricted Securities Spreadsheet should include the following details in respect of each class of securities on issue (eg ordinary shares, preference shares, performance shares, options, convertible notes, etc):

- * the full name of the holder;
- * the holder's relationship with the applicant (eg related party, promoter, professional adviser etc);
- * the total number of securities held by the holder;
- * the date of issue of the securities (if a holder was issued securities on more than one occasion, details of each issue should be listed separately in the spreadsheet);
- * the issue price of the security; and
- * the nature of the consideration given by the holder for the issue of the securities (eg cash, assets, services, etc).

Where restricted securities have been transferred after issue, the information above should be provided in respect of the transferor.²¹³

The spreadsheet will automatically calculate the applicable escrow period of each holding and, where cash formula relief applies, the number of securities that are required to be restricted.

Changes to the information contained in the Restricted Securities Spreadsheet (eg as a result of a transfer of such securities) following the lodgement of an application for listing can delay ASX's processing of the application. For this reason, ASX recommends that an entity which will have restricted securities on issue close its register of members for the registration of transfers from the point at which it lodges its application for listing, through to its admission to the official list.

²⁰⁹ Listing Rule 9.2 provides that unless ASX decides otherwise, the escrow restrictions in Appendix 9B of the Listing Rules do not apply to an entity that is admitted under the profit test in Listing Rule 1.2, that otherwise has a track record of profitability acceptable to ASX or that, in the opinion of ASX, has a substantial proportion of its assets as tangible assets or assets with a readily ascertainable value.

²¹⁰ For guidance on what ASX will permit by way of cash reimbursement, see section 4.4 of Guidance Note 11 *Restricted Securities and Voluntary Escrow*.

²¹¹ These are standard form deeds and ASX will not agree to any changes. Hence, any edits to a restriction deed should be confined to inserting the details required in the schedule, the date of the deed and an appropriate execution clause for the parties.

²¹² These are standard form notices and ASX will not agree to any changes. Hence, any edits to a restriction notice should be confined to inserting the name of the entity and the holder at the start of the notice, the particulars of the restricted securities and escrow period in the schedule, the date of the notice and an appropriate execution clause for the entity.

²¹³ Under paragraph 9 of Appendix 9B, the escrow period applicable to a transferee of restricted securities is the same as that which applied to the transferor, irrespective of the amount paid for the securities by the transferee.

ASX will impose as a standard condition of admission on all listings that are subject to escrow that:

- a copy (a scanned or faxed copy will suffice) of all executed restriction deeds are supplied to ASX; and
- a sample of any restriction notice and a list with the names, addresses and security holdings of all recipients of the notice is provided to ASX,

no later than 5 business days prior to its anticipated date of admission to the official list. This is to allow ASX to satisfy itself that the entity has complied with its escrow obligations before quotation commences.

The application of ASX's escrow requirements to a new listing can be complex. The Listing Rules also confer substantial discretions on ASX in terms of imposing or modifying escrow requirements. ASX would therefore strongly recommend that an entity contemplating a listing that may be subject to escrow²¹⁴ have early discussions with ASX on how ASX is likely to apply the escrow requirements in its particular circumstances.

3.14 Options

If an entity seeking admission in the ASX Listing category has options on issue, the exercise price for each underlying security must be at least 20 cents in cash.²¹⁵ This requirement applies even where the options are not intended to be quoted.

3.15 Person responsible for communications

An entity seeking admission in the ASX Listing category must appoint at least one person to be responsible²¹⁶ for communication with ASX in relation to Listing Rule matters.²¹⁷ It can, if it wishes, appoint more than one person to cater for one of its contacts being absent or on leave.

Each person so appointed must be able to communicate in English.

From time to time, ASX may need to discuss with a listed entity pressing matters (particularly, but not only, disclosure matters) under the Listing Rules. To facilitate this, it is important that the person (or each of the persons) appointed to be responsible for communications with ASX in relation to Listing Rule matters:

- has the organisational knowledge to have meaningful discussions on Listing Rule matters;
- can request a trading halt and issue an announcement to the market, if that is what is required,²¹⁸

²¹⁴ Because it will not fall within the exceptions to escrow in Listing Rule 9.2 described in note 209 above.

²¹⁵ Listing Rule 1.1 condition 12.

²¹⁶ The fact that the person so appointed is said to be "responsible" for communication with ASX in relation to Listing Rule matters does not in any way diminish the responsibility of the listed entity to communicate to ASX any information required under the Listing Rules.

²¹⁷ Listing Rule 1.1 condition 13. The name, address and contact details of the person or persons responsible for communication with ASX in relation to Listing Rule matters must be notified to ASX in the *Information Form and Checklist (ASX Listings)* lodged with an applicant's Appendix 1A application form. Listing Rule 12.6 also imposes an ongoing requirement on all listed entities to appoint a person to be responsible for communication with ASX in relation to Listing Rule matters and to notify ASX of the initial appointment and of any change in the appointment.

²¹⁸ ASX acknowledges that the decision to request a trading halt is a serious one and that a listed entity will often have approval processes that need to be followed before a person appointed under Listing Rule 12.6 to be responsible for communications with ASX in relation to Listing Rule matters will have the authority to request a trading halt. For example, many entities typically require such a request to be approved by the chairperson and/or the CEO. If an entity has such approval processes in place, they must be able to be activated and any necessary approvals obtained within a matter of minutes. They should also include appropriate contingencies for when key approvers are not available. As noted in the text, where there is a time critical continuous disclosure issue and a trading halt is warranted, any delay in requesting the trading halt could result in ASX being left with little choice but to suspend the quotation of the entity's securities. It could also result in regulatory action by ASIC (see ASIC Media Release 08-117).

and that person (or at least one of those persons) is readily contactable by ASX by telephone during normal market hours and for at least one hour either side thereof (ie from 9am to 5pm Sydney time) on each day that ASX is trading.²¹⁹

This requires that the person has a high degree of familiarity with the listed entity's operations and, if they are not a member of senior management, that they have immediate access to senior management. It also requires them to provide ASX with a mobile phone number to contact them and that they keep their mobile phone switched on at all times from 9am to 5pm Sydney time on each trading day.

The need to resolve a disclosure issue under the Listing Rules can be extremely time critical. Where such an issue arises, if ASX is not able to contact an entity's nominated representative on Listing Rule matters, or the representative does not have the organisational knowledge or authority to address the issue promptly, ASX may be left with little option but to suspend the quotation of the entity's securities until the issue can be properly resolved.

Typically, a company secretary would be an appropriate person to be responsible for communications with ASX.

3.16 Electronic lodgement facilities

An entity seeking admission in the ASX Listing category must agree with ASX, in writing, that documents may be given to ASX and authenticated electronically and to establish the facilities required for the entity to give documents to ASX electronically.²²⁰

In practice, this requirement is met by the entity executing an *Application and agreement for use of electronic lodgement facility and entity details facility* ("ASX Online Agreement") in the form set out in Annexure A to Guidance Note 20. An editable version of the ASX Online Agreement can be downloaded from www.asx.com.au/regulation/compliance/compliance-downloads.htm. These are standard form agreements and ASX will not agree to any changes. Hence, any edits to the ASX Online Agreement should be confined to inserting the date of the agreement and the details of, and an appropriate execution clause for, the applicant.

A signed copy of the ASX Online Agreement, duly executed by the applicant, should accompany its listing application.

Further guidance on the use of ASX's electronic lodgement facilities can be found in Guidance Note 20 *ASX Online*.

3.17 ASX Corporate Governance Council recommendations

An entity seeking admission in the ASX Listing category must provide a statement disclosing the extent to which the entity will follow, as at the date of its admission to the official list, the recommendations set by the ASX Corporate Governance Council in its publication *Corporate Governance Principles and Recommendations*.²²¹ If the entity does not intend to follow all the recommendations on its admission to the official list, it must separately identify each recommendation that will not be followed and state its reasons for not following the recommendation and what (if any) alternative governance practices it intends to adopt in lieu of the recommendation.

This disclosure is often included in the entity's listing prospectus, PDS or information memorandum. If it is not, it should be supplied to ASX in the form of a separate corporate governance statement.²²²

²¹⁹ This requires the nominated representative to be available to take calls from ASX, if they are based in Western Australia, from as early as 6am (WA time) during summer time and 7am (WA time) at other times and, if they are based in New Zealand, until as late as 7pm (NZ time). They must also be available to take calls from ASX on trading days that fall on a public holiday where they live and make suitable arrangements to cover any absences due to illness or while they are on leave.

²²⁰ Listing Rule 1.1 condition 14.

²²¹ Listing Rule 1.1 condition 16.

²²² If ASX considers that an entity's corporate governance disclosures in its prospectus, PDS or information memorandum do not meet the requirements of Listing Rule 1.1 condition 16, ASX may require the entity to provide additional information about such matters for release to the market as supplemental pre-quotation disclosure under Listing Rule 1.17.

Further guidance on the ASX Corporate Governance Council recommendations and on the preparation of corporate governance statements can be found in Guidance Note 9 *Disclosure of Corporate Governance Practices: Listing Rule 4.10.3*.

3.18 Audit committee

An entity seeking admission in the ASX Listing category that will be included in the All Ordinaries Index on admission to the official list must have an audit committee and, if the entity will be in the S&P/ASX 300 Index on admission to the official list, must also comply with the recommendations set by the ASX Corporate Governance Council in relation to the composition and operation of the audit committee.

Where this condition applies, the entity should confirm its intention to comply in its corporate governance statement or in the cover letter with its listing application.²²³

If an applicant for listing is unsure whether or not it is likely to be included in the All Ordinaries Index or the S&P/ASX 300 Index on admission to the official list, it should discuss that issue with ASX or Standard & Poors (S&P).

3.19 Remuneration committee

An entity seeking admission in the ASX Listing category that will be included in the S&P/ASX 300 Index on admission must have a remuneration committee comprised solely of non-executive directors.²²⁴

Where this condition applies, the entity should confirm its intention to comply either in its corporate governance statement or in the cover letter with its listing application.

Again, if an applicant for listing is unsure whether it is likely to be included in the S&P/ASX 300 Index on admission to the official list, it should discuss that issue with ASX or S&P.

3.20 Trading policy

An entity seeking admission in the ASX Listing category must have a trading policy that complies with Listing Rule 12.9.²²⁵ A copy of the trading policy must accompany the application.

Further guidance on this requirement can be found in Guidance Note 27 *Trading Policies*.

3.21 Directors, CEO and CFO must be of good fame and character

An entity seeking admission in the ASX Listing category must satisfy ASX:

- if it is a body corporate, that each director or proposed director of the entity, its CEO or proposed CEO, and its CFO or proposed CFO; or
- if it is a trust, that each director or proposed director of the responsible entity, the responsible entity's CEO or proposed CEO, and the responsible entity's CFO or proposed CFO,

at the date of listing (together, "relevant officers") is of good fame and character.²²⁶

The references to a "proposed director", "proposed CEO" or "proposed CFO" at the date of listing are intended to capture persons named in the entity's listing prospectus, PDS or information memorandum as persons to be appointed to those roles after the entity's admission to the official list.

²²³ Listing Rule 1.1 condition 17.

²²⁴ Listing Rule 1.1 condition 18.

²²⁵ Listing Rule 1.1 condition 19.

²²⁶ Listing Rule 1.1 condition 20.

For these purposes, the applicant is required to include with their application for each relevant officer:²²⁷

- (1) if they are, or have been in the past 10 years, a resident of Australia, an original or certified true copy of:
 - (a) a national criminal history check²²⁸ obtained from the Australian Federal Police, a State or Territory police service or a broker accredited by the Australian Criminal Intelligence Commission;²²⁹ and
 - (b) a search of the Australian Financial Security Authority National Personal Insolvency Index,²³⁰in each case, which is not more than 12 months old;
- (2) if they are, or have been in the past 10 years, a resident of country other than Australia, an original or certified true copy of:
 - (a) an equivalent national²³¹ criminal history check²³² to that mentioned in (1)(a) above for each country in which they have resided over the past 10 years (in English or together with a certified English translation) which is not more than 12 months old or, if such a check is not available in any such country, a statutory declaration from them confirming that fact and that they have not been convicted in that country of:
 - (i) any criminal offence involving fraud, dishonesty, misrepresentation, concealment of material facts or breach of their duties as a director or officer of a company or other entity; or
 - (ii) any other criminal offence which at the time carried a maximum term of imprisonment of five years or more (regardless of the period, if any, for which they were sentenced),or, if that is not the case, a statement to that effect and a detailed explanation of the circumstances involved;
 - (b) an equivalent national bankruptcy check²³³ to that mentioned in (1)(b) above for each country in which they have resided over the past 10 years (in English or together with a certified English translation) which is not more than 12 months old or if such a check is not available in any such country, a statutory declaration from them confirming that fact and that they have not been declared a bankrupt or been an insolvent under administration in that country or, if that is not the case, a statement to that effect and a detailed explanation of the circumstances involved;ASX will only accept a statutory declaration in place of a national criminal history check or a bankruptcy check where those checks are not available from the country in question and the entity provides satisfactory evidence to ASX that this is the case.
- (3) a statutory declaration from each relevant officer specifying whether they have used any other name or alias in the past 10 years and confirming that:

²²⁷ The *Information Form and Checklist (ASX Listings)* that must accompany an Appendix 1A application form requires the applicant to provide these documents.

²²⁸ A national criminal history check in Australia covers offences at a federal, state and territory level.

²²⁹ Refer to the Australian Criminal Intelligence Commission's website www.acic.gov.au for a list of accredited brokers.

²³⁰ The National Personal Insolvency Index provides information about individuals who have been subject to proceedings under the *Bankruptcy Act 1966* (Cth).

²³¹ Where the relevant officer has resided in a federation (such as the US), the criminal history check should cover both federal offences and state offences in any state where the relevant officer has resided in the past 10 years. Information about foreign authorities that can provide criminal history checks may be found on the Department of Immigration and Border Protection website (<http://www.border.gov.au/Trav/Visa/Char>).

²³² ASX will accept a national criminal history check for a country other than Australia from a broker acceptable to ASX. ASX has previously accepted such checks from AIM Screening Pty Limited (trading as 'RISQ Group'), CV Check Ltd and People Check Pty Ltd.

²³³ ASX will accept a national bankruptcy check for a country other than Australia from a broker acceptable to ASX. ASX has previously accepted such checks from AIM Screening Pty Limited (trading as 'RISQ Group'), CV Check Ltd and People Check Pty Ltd.

- (a) they have not been the subject of any criminal or civil penalty proceedings or other enforcement action by any government agency in which they were found to have engaged in behaviour involving fraud, dishonesty, misrepresentation, concealment of material facts or breach of duty;
- (b) they have not been refused membership of, or had their membership suspended or cancelled by, any professional body on the ground that they have engaged in behaviour involving fraud, dishonesty, misrepresentation, concealment of material facts or breach of duty;
- (c) they have not been the subject of any disciplinary action (including any censure, monetary penalty or banning order) by a securities exchange or other authority responsible for regulating securities markets for failure to comply with their obligations as a director or officer of a listed entity;
- (d) no listed entity of which they were a relevant officer (or, in the case of a listed trust, in respect of which they were a relevant officer of the responsible entity of the trust) at the time of the relevant conduct has been the subject of any disciplinary action (including any censure, monetary penalty, suspension of trading or termination of listing) by a securities exchange or other authority responsible for regulating securities markets for failure to comply with its obligations under the listing rules applicable to that entity; and
- (e) they are not aware of any pending or threatened investigation or enquiry by a government agency, professional body, securities exchange or other authority responsible for regulating securities markets that could lead to proceedings or action of the type described in (a), (b), (c) or (d) above,

or, if they are not able to give such confirmation, a statement to that effect and a detailed explanation of the circumstances involved.

An editable version of the statutory declaration referred to in (3) above can be downloaded from www.asx.com.au/regulation/compliance/compliance-downloads.htm.

If a relevant officer has used another name or alias (including a maiden name or married name) in the past 10 years, the criminal record and bankruptcy checks referred to in (1) and (2) above must cover all of the names or aliases the relevant officer has used over that period.

Example

A relevant officer of an applicant for listing has resided in New York, USA for 6 years and Australia for 4 years before its listing application is lodged with ASX. The applicant will need to provide ASX with the following “good fame and character” documentation for that person:

- * *for a criminal history check:*
 - * *an original or certified true copy of a criminal history check obtained from the FBI or from a third party search provider which covers US federal level offences committed during the 6 years they resided in New York;*
 - * *an original or certified true copy of a criminal history check from a third party search provider which covers state level offences in New York committed during the 6 years they resided in New York; and*
 - * *a national criminal history check obtained from the Australian Federal Police, a State or Territory police service or a broker accredited by the Australian Criminal Intelligence Commission covering the 4 years they resided in Australia;*
- * *for a bankruptcy check:*
 - * *an original or certified true copy of a bankruptcy check obtained from the Public Access to Court Electronic Records database (<https://www.pacer.gov/>) or an original or certified true copy of a bankruptcy check obtained from a third party search provider which covers the 6 years they resided in New York; and*

- * a search of the Australian Financial Security Authority National Personal Insolvency Index which covers the 4 years they resided in Australia; and
- * a statutory declaration covering the matters in (3) above.

It can take some time to obtain criminal history and bankruptcy checks and applicants for listing are encouraged to apply for them at the earliest opportunity so that this does not delay their listing.

In considering whether the applicant's relevant officers meet the "good fame and character" requirement, ASX will primarily have regard to the criminal record and bankruptcy checks and statutory declaration mentioned above. However, ASX may also have regard to any other information in its possession about a relevant officer from any source, including any prior dealings ASX may have had with the relevant officer in any capacity, and may require an applicant for listing to provide additional information about the background of its relevant officers.²³⁴

Where ASX has removed an entity from the official list or censured an entity for breaching the listing rules,²³⁵ any officer of the entity who in ASX's opinion was culpably responsible for the breach or breaches is likely to have some difficulty in satisfying ASX that they are of good fame and character.

It should be noted that ASX will not waive its "good fame and character" requirements. If an applicant is not able to provide the criminal record and bankruptcy checks and statutory declaration mentioned above for a relevant officer and it wants to proceed with its listing:

- * in the case of an existing relevant officer, the relevant officer will need to resign before the applicant is admitted to the official list and the applicant will need to provide a written undertaking to ASX that it will not re-appoint that person as a relevant officer; and
- * in the case of a proposed relevant officer, the applicant will need to provide a written undertaking to ASX that it will not appoint that person as a relevant officer,

in each case until it has received documentation acceptable to it and to ASX confirming their "good fame and character".

It should also be noted that, in an appropriate case, ASX may require "good fame and character" checks from persons who are not currently, or proposed to be, relevant officers of the entity (or, in the case of a trust, relevant officers of the responsible entity of the trust) but who are likely to be involved in its management.²³⁶ This is especially so if ASX has any inkling that the reason they are not being appointed as a relevant officer is to avoid ASX's good fame and character requirements for relevant officers.²³⁷ Alternatively, ASX may simply exercise its absolute discretion not to admit the entity in these circumstances.²³⁸

3.22 Additional requirements for foreign entities

A foreign company²³⁹ seeking admission as an ASX Listing must be registered as a foreign company carrying on business in Australia under the Corporations Act.²⁴⁰ Guidance Note 4 *Foreign Entities Listing on ASX* has further

²³⁴ Listing Rule 1.17.

²³⁵ Under Listing Rules 17.12 (removal from official list) and 18.8A (censure). In each case, ASX will generally only impose these sanctions where the breach or breaches are egregious

²³⁶ Pursuant to Listing Rule 1.17. ASX may also require disclosure of any material information revealed by the good fame and character checks in the entity's listing prospectus, PDS or information memorandum.

²³⁷ An example ASX has encountered is a person who was the largest shareholder in a company applying to list on ASX who had been appointed as the company secretary but not as a director of the company. Another example involved the largest investor in a company the subject of a back door listing who was known to have issues with his fame and character and who was being appointed as a consultant to the board when two other investors with smaller shareholdings were being appointed as directors. In each case, ASX considered this a fairly transparent attempt to circumvent ASX's good fame and character requirements for directors but to allow the individual to attend board meetings in an official capacity and act as a de facto director.

²³⁸ Pursuant to Listing Rule 1.19.

²³⁹ "Foreign company" means a body corporate that is not formed or established in Australia (see Listing Rule 19.12).

²⁴⁰ Listing Rule 1.1 condition 4.

guidance on the requirements to register as a foreign company carrying on business in Australia under the Corporations Act.

A foreign trust²⁴¹ that wishes to list on ASX as a standard ASX Listing must be registered as a managed investment scheme under the Corporations Act or have an exemption from ASIC from that requirement.²⁴² If it registers as a managed investment scheme, this effectively converts it into an Australian trust for the purposes of the Listing Rules.²⁴³

A foreign trust that is exempted from the requirement to be a registered managed investment scheme must have as its responsible entity either an Australian company or an entity that is registered as a foreign company carrying on business in Australia under the Corporations Act.²⁴⁴ Again, Guidance Note 4 *Foreign Entities Listing on ASX* has further guidance on the requirements to register as a foreign company carrying on business in Australia under the Corporations Act.

A foreign entity²⁴⁵ seeking admission as an ASX Listing must satisfy the same admission requirements as an Australian entity, set out above. This applies even where it is listed on an overseas stock exchange.

ASX expects the listing prospectus, PDS or information memorandum of a foreign entity to include:

- a statement of its place of incorporation, registration or establishment;
- a statement to the effect that:

“As [name of entity] is not established in Australia, its general corporate activities (apart from any offering of securities in Australia) are not regulated by the Corporations Act 2001 of the Commonwealth of Australia or by the Australian Securities and Investments Commission but instead are regulated by [insert name of governing legislation] and [insert name of corporate regulator administering that legislation].”
- a concise summary²⁴⁶ of the rights and obligations of security holders under the law of its home jurisdiction²⁴⁷ covering:
 - what types of transactions require security holder approval;
 - whether security holders have a right to request or requisition a meeting of security holders;
 - whether security holders have a right to appoint proxies to attend and vote at meetings on their behalf;
 - how changes in the rights attaching to securities are regulated;
 - what rights do security holders have to seek relief for oppressive conduct;
 - what rights do security holders have to bring or intervene in legal proceedings on behalf of the entity; and

²⁴¹ “Foreign trust” means a trust or similar overseas entity that is not formed or established in Australia and that is not a registered managed investment scheme under the Corporations Act (see Listing Rule 19.12).

²⁴² Listing Rule 1.1 condition 5(a).

²⁴³ See the definition of “Australian trust” in Listing Rule 19.12.

²⁴⁴ Listing Rule 1.1 condition 5(b).

²⁴⁵ “Foreign entity” means a foreign company or a foreign trust (see Listing Rule 19.12 and notes 239 and 241 above).

²⁴⁶ The concise summary is not intended to be a legal treatise on the laws of the entity’s home jurisdiction or a detailed comparative analysis of those laws with the laws of Australia. For those matters where the entity’s home jurisdiction has broadly comparable laws to Australia, a statement to that effect will generally suffice.

²⁴⁷ A foreign listed entity should also note its continuing obligation under Listing Rule 3.17C, if it becomes aware of a change to the law of its home jurisdiction that materially affects the rights or obligations of security holders, to give ASX details of that change immediately.

- whether there is any equivalent to the “two strikes” rule in relation to remuneration reports in Part 2G.2 Division 9 of the Corporations Act;
- a concise summary²⁴⁸ of how the disclosure of substantial holdings and takeovers are regulated under the law of its home jurisdiction; and
- a summary of any taxes or duties payable in its place of incorporation, registration or establishment by an investor in relation to the acquisition, holding or disposal of securities in the entity or, if there are no such taxes or duties, a statement to that effect.

Where the entity has CDIs issued over its securities, the information above in the entity’s listing prospectus, PDS or information memorandum should be supplemented to explain the specific rights and obligations of CDI holders under the entity’s local law.

If the information above is not included in the foreign entity’s listing prospectus, PDS or information memorandum, ASX will require the information to be given to ASX as supplemental pre-quotation disclosure for release to the market.²⁴⁹

3.23 Clearing and settlement

Trades in securities quoted on ASX are cleared and settled through an electronic system called the Clearing House Electronic Subregister System, or CHESS. CHESS facilitates the paperless transfer of ownership of securities through an electronic subregister system.

Under CHESS, a listed entity’s principal register of securities is effectively made up of two electronic uncertificated subregisters – a “CHESS subregister” maintained by ASX Settlement²⁵⁰ and an “issuer sponsored subregister” maintained by or on behalf of the issuer. Persons holding securities in the entity have the option to register their securities on either subregister.²⁵¹

Ordinarily, to allow ASX to clear and settle transactions in its securities, an entity seeking an ASX Listing must be approved as an issuer under the operating rules²⁵² of the CHESS facility²⁵³ and also have its main class of securities approved for participation in that facility.²⁵⁴ Once these approvals have been obtained, ASX Settlement will then establish the entity’s CHESS subregister, which ASX Settlement will administer as the entity’s agent.²⁵⁵ The entity is responsible for establishing its own issuer sponsored subregister for its quoted securities²⁵⁶ and, in practice, will usually engage an Australian registry to establish and administer that subregister on its behalf.

Where, however, an entity is established in an overseas jurisdiction whose laws have the effect that CHESS cannot be used for holding legal title to its securities, it must instead have CHESS Depository Interests, or CDIs, issued over its ASX quoted securities and establish a CHESS subregister and an issuer sponsored subregister in those CDIs.²⁵⁷ To issue CDIs, the entity must be approved as a foreign issuer of CDIs under the operating rules of the

²⁴⁸ See note 246 above.

²⁴⁹ Using its powers in this regard under Listing Rule 1.17.

²⁵⁰ ASX Settlement Pty Limited, a wholly owned subsidiary of ASX and the operator of the ASX Settlement facility.

²⁵¹ To register securities on the CHESS subregister, a person must have a sponsorship agreement with a participant in the ASX Settlement facility. Registering securities on the CHESS subregister effectively gives the sponsoring participant control of the holdings for the purposes of settlement.

²⁵² References to the operating rules of the CHESS facility mean the ASX Settlement Operating Rules.

²⁵³ Listing Rule 1.1 condition 15(a).

²⁵⁴ Listing Rule 2.1 condition 3(a) and ASX Settlement Operating Rule 8.1.1. Once its securities have been approved for participation in the CHESS system, an entity must continue to comply with the operating rules for that system in relation to its quoted securities (Listing Rule 8.1).

²⁵⁵ Pursuant to ASX Settlement Operating Rules 8.1.3, 8.6.1 and 8.6.2.

²⁵⁶ Listing Rule 8.2.

²⁵⁷ Listing Rule 8.2 and ASX Settlement Operating Rule 13.5.4. CDIs are a type of depository receipt that allow investors to obtain all the economic benefits of owning securities without actually holding legal title to them. They were developed by ASX to facilitate the clearing and

CHES facility²⁵⁸ and also have its CDIs approved for participation in that facility.²⁵⁹ Once these approvals have been obtained, ASX Settlement will then establish the CHES subregister for its CDIs, which ASX Settlement will administer as the entity's agent. The entity must establish its own issuer sponsored subregister for its CDIs²⁶⁰ and, again, in practice, will usually engage an Australian registry to establish and administer that subregister on its behalf.

An entity's Appendix 1A application form not only operates as an application to be admitted to the official list of ASX but also as an application by the entity for the requisite approvals under the operating rules of the CHES facility.²⁶¹

It should be noted that ASX's CDI facility can only be availed of by an entity that is established in a place overseas whose laws have the effect that CHES cannot be used for holding legal title to its securities. An entity that is established in Australia or in a place overseas whose laws allow CHES to be used for holding legal title to its securities must have its securities (rather than CDIs) approved for participation in CHES.²⁶² If there is any doubt on this issue, ASX may ask the entity to provide an opinion from a legal practitioner in the overseas jurisdiction acceptable to ASX to clarify that doubt.

4. Other issues

4.1 The role of the *Information Form and Checklist (ASX Listings)*

The *Information Form and Checklist (ASX Listings)* that must accompany an Appendix 1A application is broken into two parts. Part 1 asks for various information about the applicant and its officers and advisers so that it can be set up in ASX's systems, both for the purposes of processing its listing application and, if the application is successful, the inclusion of its securities in ASX's trading, clearing and settlement systems. Part 2 is a checklist that the applicant must complete to confirm that it meets all of ASX's requirements for admission to the official list as an ASX Listing and has provided all of the information and documents ASX requires in that regard.

ASX would observe that a good deal of the information referred to in Part 2 of the *Information Form and Checklist (ASX Listings)* would typically need to be included in the applicant's listing prospectus, PDS or information memorandum, on the basis that it is material information for investors.²⁶³ By way of example this includes (without limitation):

- a diagram showing the group structure of the entity, identifying (where applicable) each material child entity and the nature and location of the business activities it undertakes;
- if the entity has any child entities, a list of all material child entities stating, in each case, its name, where it is incorporated or established, the nature of its business and the entity's percentage holding in it;
- if the entity has any investments in associated entities for which it will apply equity accounting, a list of all associated entities stating, in each case, its name, where it is incorporated or established, the nature of its business and the entity's percentage holding in it;
- if the entity has a material interest in a joint venture, a description of the joint venture agreement, including the parties to the agreement and their respective rights and obligations under the agreement;

settlement of transactions in securities through CHES where the issuing entity is domiciled in a country whose laws do not recognise uncertificated holdings or electronic transfer of title. For further guidance on CDIs, see Guidance Note 5 *CHES Depositary Interests (CDIs)*.

²⁵⁸ Listing Rule 1.1 condition 15(b).

²⁵⁹ Listing Rule 2.1 condition 3(b) and ASX Settlement Operating Rule 13.2.1.

²⁶⁰ Listing Rule 8.2.

²⁶¹ ASX Settlement Operating Rule 8.1.1 and Procedure 8.1.1.

²⁶² This is the combined effect of Listing Rule 1.1 condition 15, Listing Rule 2.1 condition 3 and Appendix 1A clauses 11 and 12.

²⁶³ Hence the questions in Part 2 of the *Information Form and Checklist (ASX Listings)* are often framed as: "Where in the Offer Document is there ...?"

- if the entity does not hold its material assets and business operations directly itself or indirectly through a child entity, an explanation of why that structure has been employed and the risks associated with it;
- a table showing the existing and proposed capital structure of the entity, broken down as follows:
 - the number and class of each equity security and each debt security currently on issue;
 - the number and class of each equity security and each debt security proposed to be issued between the date of the application and the date the entity is admitted to the official list;
 - 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; and
 - the number and class of each equity security proposed to be issued following admission in accordance with material contracts or agreements;²⁶⁴
- if any of the securities referred to in the capital table are not ordinary securities, the terms applicable to those securities;²⁶⁵
- a description of the history of the entity;
- a description of the entity's existing and proposed activities;
- a description of the material business risks the entity faces;
- a table setting out the proposed use of the proceeds of the offer;
- a description of the entity's proposed dividend/distribution policy; and
- if the entity has or proposes to have an employee incentive scheme, the existence and material terms of the scheme and a statement as to whether directors are entitled to participate in the scheme and, if they are, the extent to which they currently participate or are proposed to participate.

4.2 Accounts that fall due after the lodgement of a listing application

If a reporting deadline passes after an entity has lodged its application for admission, but before it is admitted, to the official list, ASX will require the entity to lodge audited (or in the case of a half year end, audited or reviewed) accounts for the relevant reporting period as a condition of admission and release them as pre-quotations disclosure. The accounts lodged must be tier 1 general purpose financial statements and comply with the periodic reporting obligations in chapter 4 of the Listing Rules, as if the entity were already listed.

The same broadly applies if the entity is applying for admission under the assets test and it has in the 12 months prior to applying for admission acquired, or is proposing in connection with its application for admission to acquire, another entity or business that is significant in the context of the entity and a reporting deadline passes for that other entity or business – if the results of that other entity or business have not been consolidated into the applicant's most recent financial statements lodged with ASX, ASX will require the applicant to lodge audited (or in the case of a half year end, audited or reviewed) accounts for that other entity or business for the relevant reporting period as a condition of admission and release them as pre-quotations disclosure.

²⁶⁴ This applies whether the securities are to be quoted on ASX 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.

²⁶⁵ Again, this applies whether the securities are to be quoted on ASX 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; exercise terms 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).

To illustrate, suppose an entity (“Listco”) with a 30 June balance date is seeking to be admitted under the assets test. It lodges its application for admission to the official list with ASX on 1 February 2019. Listco is admitted to the official list on 5 May 2019. Suppose further:

- Listco is an operating business. Listco’s audited accounts for the years ended 30 June 2017 and 30 June 2018 are lodged with the application. However, Listco’s accounts for the half year ended 31 December 2018 are not included as they have not yet been finalised. ASX will require Listco to provide to ASX audited or reviewed accounts for Listco for the half year ended 31 December 2018 as a condition of admission and they will be released by ASX as pre-quotation disclosure.
- Listco is acquiring an operating entity (“Opco”) which is significant in the context of Listco and which also has a 30 June balance date. Listco’s and Opco’s audited accounts for the years ended 30 June 2017 and 30 June 2018 are lodged with the application. However, Listco’s and Opco’s accounts for the half year ended 31 December 2018 are not included as they have not yet been finalised. Listco completes the acquisition of Opco on 30 April 2019 just prior to its admission to the official list on 5 May 2019. ASX will require Listco to provide to ASX audited or reviewed accounts for Listco and Opco for the half year ended 31 December 2018 as a condition of admission and they will be released by ASX as pre-quotation disclosure.
- Listco is a newly incorporated shell entity undertaking a “roll-up” listing of a number of businesses, none of which is significant in the context of Listco. It lodged with its application pro forma audited accounts on an aggregated basis for the rolled up entity for the year ended 30 June 2018.²⁶⁶ Listco completes the acquisitions of the businesses on 30 April 2019 just prior to its admission to the official list on 5 May 2019. ASX will require Listco to provide to ASX pro forma audited or reviewed accounts on an aggregated basis for the rolled up entity for the half year ended 31 December 2018 as a condition of admission and they will be released by ASX as pre-quotation disclosure.

4.3 Disclosure of adviser fees and perquisites

Part 2 of the *Information Form and Checklist (ASX Listings)* will ask the applicant, if an adviser to its IPO has a material interest in the success of the IPO over and above normal professional fees for services rendered in connection with the IPO, where in its listing prospectus or PDS is there a clear and concise statement explaining in one location all of the interests that adviser has in the success of the IPO, including (without limitation):

- (a) the number and type of securities in the entity in which the adviser and its associates²⁶⁷ currently have a relevant interest;
- (b) details of the consideration paid or provided by the adviser or its associates for the securities referred to in (a) above;
- (c) the fees or other consideration the adviser or an associate may receive for services provided in connection with the IPO;
- (d) the fees or other consideration the adviser or an associate may receive under any ongoing mandate they may have with the entity post the IPO;
- (e) if the consideration in (c) or (d) above includes any convertible securities (including options, performance shares or performance rights), details of the number and terms of those securities, the percentage of the entity’s issued capital at listing they will convert into if they are converted, the value the entity believes the convertible securities are worth and the basis on which the entity has determined that value; and
- (f) if the adviser or any of its associates have participated in a placement of securities by the entity in the preceding 2 years, full details of the securities they received in the placement and the consideration they paid or provided for those securities?

²⁶⁶ See example 9 in Annexure B.

²⁶⁷ See note 137 above.

If there is an adviser who has a material interest in the success of the IPO over and above normal professional fees for services rendered in connection with the IPO, ASX will expect the information above to be clearly disclosed immediately after the “use of proceeds” section of the entity’s listing prospectus or PDS.

4.4 Disclosure of placements involving related parties, promoters or advisers

ASX sometimes comes across situations where an entity contemplating a listing and IPO will undertake an issue of securities to related parties, promoters, professional advisers involved in the transaction, and their family, friends and associates, at a significant discount to the anticipated IPO price. If it has and ASX forms the view that the purpose of the issue was not to raise genuinely needed seed capital but rather to confer a benefit on the recipients through the prospective re-pricing of their securities if the IPO is successful, ASX is likely to classify those securities as restricted securities,²⁶⁸ making them subject to the escrow requirements in Chapter 9 and Appendices 9A, 9B and 9C of the Listing Rules.²⁶⁹ ASX is also likely to designate the recipients as promoters,²⁷⁰ thereby requiring them and their controllers to execute a restriction deed subjecting their securities to escrow for 2 years from the date the entity is quoted on ASX. In an egregious case, ASX may exercise its absolute discretion²⁷¹ not to admit the entity to the official list or not to quote the securities in question.

To enable ASX to identify these types of situations, Part 2 of the *Information Form and Checklist (ASX Listings)* will ask the applicant to state whether it has undertaken a placement of securities in the last 2 years in which a related party or their associates, a promoter or their associates, or an adviser involved in the IPO or their associates, have participated and, if it has, to attach a statement:

- explaining the circumstances of the placement;
- listing the names and addresses of the participants in the placement, the number of securities they received in the placement and the consideration they provided for those securities; and
- identifying the participants in the placement who are a related party or associate of a related party, a promoter or associate of a promoter, or an adviser or an associate of an adviser.

4.5 Disclosure of certain information about bookbuilds

Part 2 of the *Information Form and Checklist (ASX Listings)* will ask the applicant to indicate whether it proposes to undertake an offer of securities by way of bookbuild in conjunction with its listing and, if it does, to confirm that it is aware of the disclosure requirements for bookbuilds in Annexure A to this Guidance Note.

Where the applicant so indicates, ASX will impose a condition on the quotation of its securities²⁷² that it disclose the information referred to in Annexure A to this Guidance Note.

²⁶⁸ Using its powers in that regard under paragraph (b) of the definition of “restricted securities” in Listing Rule 19.12 (if they are not already restricted securities under paragraph (a) of that definition).

²⁶⁹ See ‘3.13 Restricted securities on page 36.

²⁷⁰ Using its powers in that regard under paragraph (c) of the definition of “promoter” in Listing Rule 19.12 (if they are not already promoters under paragraphs (a) and (b) of that definition).

²⁷¹ Under Listing Rules 1.19 and 2.9 respectively.

²⁷² Pursuant to Listing Rule 2.9.

Annexure A: Disclosure of information about bookbuilds

Where an entity indicates to ASX that it has undertaken an offer of securities by way of bookbuild in connection with its application for listing, ASX will require²⁷³ it to disclose the following information prior to the commencement of trading in its securities:

- the number of securities issued under the bookbuild and the price at which they have been issued;
- if a material number of securities have been taken up by a person or persons who are promoters or related parties of the applicant, the number of securities taken up by them;
- any concessionary fee or other arrangements entered into which have had the result that the effective issue price paid by some allottees differs materially from the bookbuild price announced by the applicant;
- any arrangements entered into which have had the result that some allottees receive a material benefit for agreeing to participate in the bookbuild at the bookbuild price announced by the applicant which is not received by other allottees; and
- any arrangements entered into with associates of the applicant or the bookrunner to avoid a shortfall, or the appearance of a shortfall, in the bookbuild.

This does not require disclosure of normal sub-underwriting arrangements entered into by an underwriter in the ordinary course of business.

The purpose of the requirement above is to ensure that the market is informed of any material information arising from a bookbuild which may impact on the price or value of the entity's securities so that, when trading in those securities commences, it takes place on a reasonably informed basis.

An entity must ensure it has a right to obtain appropriate information from the bookrunner in order to meet this requirement.

Bookrunners could potentially enter into different types of arrangements which would fall within the disclosure requirements in this annexure. We have provided four examples below to illustrate ASX's expectations. However, these examples are intended as a guide only and are in no way exhaustive.

Example 1

Company A intends to list on ASX. Company A's IPO includes an institutional bookbuild component to be conducted by Broker B. Company A awarded the tender for the bookbuild to Broker B because it undertook to place equal numbers of securities with Australian and offshore institutions.

Company A wants to place a total of 50 million shares at between \$2.30 and \$2.50 each with these institutions. During the course of the bookbuild, it becomes clear to Broker B that offshore interest is weaker than anticipated. There is insufficient demand to cover the book at \$2.30.

In order to ensure that the book is covered, an offshore subsidiary of Broker B agrees to take 10 million shares. Broker B enters into an arrangement with a second, unrelated offshore entity, whereby Broker B will pay a "special fee" of \$0.15 per share in return for which the offshore entity will bid for 15 million shares at \$2.30.

Company A must disclose details of the total number of shares allocated to the institutions, and the price at which they were placed. Company A must also disclose details of the actions taken to minimise or avoid a material shortfall – ie the shares allocated to Broker B's offshore subsidiary and the \$0.15 "special fee" paid to the second offshore entity.

²⁷³ Pursuant to Listing Rule 1.17 and 2.9.

Example 2

Company C intends to list on ASX and to obtain its minimum spread by undertaking a placement of shares to institutional investors and major private clients of Broker D. The placement will be via a bookbuild conducted by Broker D. Company C hopes to place a total of 20 million shares at around \$1.00 each.

Broker D succeeded in attracting greater than the required minimum spread but not in completing the placement for the full 20 million shares. In order to successfully complete the placement, Broker D enters into a series of agreements with major private clients. The clients agree to purchase a total of 10 million shares at \$0.98 each, and Broker D agrees to buy back the shares in the next 30 to 60 days for \$1.03.²⁷⁴

Company C must obtain and disclose details of the buy-back arrangement between Broker D and its clients.

Example 3

Company E intends to list on ASX. It will offer 30% of its securities to retail investors, and 70% of its securities to institutional investors via a bookbuild.

Company E's prospectus indicates a bookbuild price range of between \$3.00 and \$3.50. Company E is concerned that the market for IPOs may be weakening, so it enters into a series of "offer agreements" with large institutional investors, agreeing to place 30% of its securities with those investors at \$3.00 per security. The bookbuild for the remaining 40% of securities is conducted. It is priced at \$3.50.

Company E must disclose a breakdown of the number of securities placed and the price at which they were placed. Company E must also release details of the "offer agreements" between Company E and the institutional investors.

Example 4

Company F intends to list on ASX and to use the funds raised by its initial public offering to purchase assets from Company G, who is currently its major shareholder. Company G is therefore a promoter of Company F for the purposes of the Listing Rules.

Company F is proposing to conduct a bookbuild to raise the minimum subscription specified in its prospectus and, to the extent that the subscriptions received in the bookbuild do not satisfy ASX's minimum spread requirements, to leave its prospectus open for further applications by investors.

Company F conducts the bookbuild and successfully raises its minimum subscription. However, a large proportion of the bids into the book came from Company G and interests associated with it and there were insufficient bids from other parties to meet ASX's minimum spread requirements. Company F therefore continues to offer securities under its prospectus seeking to obtain the required minimum spread.

Company F must disclose a breakdown of the number of securities placed with Company G and its associates and the price at which they were placed.

In any public announcement about the results of the bookbuild, Company F must also take care not to mislead potential investors about the composition of bids into the book. For instance, for Company F in this example to issue a public announcement describing the bookbuild as having successfully raised the minimum subscription from "retail and wholesale investors" without disclosing the fact that a large proportion of the bids came from a promoter of the company, could mislead potential investors into believing that the float has more widespread support from investors than it truly has.

²⁷⁴ Note that if this arrangement was relied on to deliver the shareholders needed to meet ASX's minimum spread requirement in Listing Rule 1.1 condition 8, ASX would regard it as using "artificial means" to obtain spread (see '3.9 Minimum spread' on page 26).

Annexure B: Overview of ASX and ASIC accounts requirements

The table below summarises the different accounts requirements an applicant for listing must meet under the ASX Listing Rules and under ASIC Regulatory Guide 228 *Prospectuses: Effective disclosure for retail investors* (“RG 228”).²⁷⁵ It covers most common scenarios but is not intended to be exhaustive. As it is a summary only, applicants should carefully consider the applicable provisions in ASX Listing Rules and RG 228. Applicants for listing who are unsure of ASX’s accounts requirements should speak to ASX Listings Compliance. Applicants for listing who are unsure of ASIC’s accounts requirements should speak to ASIC.

For simplicity, the table below assumes that the entity applies to ASX for admission to the official list on the same date as its listing prospectus or PDS is lodged with ASIC.

By way of introduction, the accounts requirements an applicant for listing must meet under the Listing Rules are summarised above in sections 3.10, 3.11 and 4.2 above. ASX’s requirements can be met by reproducing the full set of accounts (including the notes and audit or review reports) in the applicant’s listing prospectus, PDS or information memorandum or by separately lodging the relevant accounts with ASX by way of pre-quotation disclosure.²⁷⁶

As a general rule, under RG 228, ASIC expects an applicant for listing that has an existing business to include in its listing prospectus:²⁷⁷

- an audited consolidated statement of financial position for the most recent financial year or audited or reviewed consolidated statement of financial position for the most recent half year (depending on the date of the applicant’s prospectus) showing the major asset, liability and equity groups and a corresponding reviewed pro forma statement of financial position showing the effect of the offer and any acquisitions contemplated to occur in conjunction with the offer.
- the following audited financial information²⁷⁸ for the three most recent financial years or audited information for the most recent two financial years and reviewed information for the most recent half year (depending on the date of the applicant’s prospectus):
 - a consolidated income statement showing major revenues and expense items, and profit or loss, including earnings before interest and taxes (EBIT) and net profit after tax (NPAT);
 - a consolidated cash flow statement showing, at a minimum, operating and investing cash flows;
 - other information that is material from financial statements, notes to the financial statements and other documents attached to the financial report;²⁷⁹ and
 - any modified opinion by the auditor (eg a going concern emphasis of matter or qualification);
- all events that have had a material effect on the applicant since the date of the most recent financial statements; and
- a warning that past performance is not a guide to future performance.

²⁷⁵ RG 228 only covers ASIC’s disclosure expectations for a prospectus lodged with ASIC and does not address its expectations in relation to a listing PDS. However, ASX understands that ASIC will generally draw appropriate analogies from RG 228 where a PDS is required rather than a prospectus.

²⁷⁶ Typically the reviewed pro forma statement of financial position required by ASX under Listing Rule 1.2.3(c) or 1.3.5(d) will be included in the applicant’s listing prospectus, PDS or information memorandum rather than separately lodged with ASX.

²⁷⁷ RG 228.87. As there noted, this general rule does not apply in the circumstances outlined in RG 228.102.

²⁷⁸ A note to RG 228.87 also recommends that the applicant consider providing pro forma income and cash flow statements for this period.

²⁷⁹ Examples of other material information will depend on the specific circumstances and may include matters such as details of material exposures through financial instruments and contingent liabilities, and details of any related party transactions or unusual transactions: see RG 228.87(b)(iii).

If the applicant is proposing to acquire a business, ASIC expects its prospectus to include the same financial information as set out above for that business.²⁸⁰

However, if the applicant is proposing to acquire assets rather than a business and is also a start-up or newly incorporated entity with no existing business and nominal assets and liabilities, ASIC only expects its prospectus to include its most recent audited or reviewed statement of financial position and a corresponding reviewed pro forma statement of financial position showing the effect of the offer and any acquisitions contemplated to occur in conjunction with the offer.²⁸¹

ASIC expects the financial information included in a prospectus to be current. For these purposes, ASIC generally²⁸² considers financial information to be current if it is extracted from:

- where the prospectus is lodged with ASIC less than 3 months after year end (ie before the next year-end audited financial statements are due to be lodged with ASIC), the most recent half year audited or reviewed financial statements; or
- where the prospectus is lodged with ASIC less than 75 days after half year end (ie before the next half year audited or reviewed financial statements are due to be lodged with ASIC), the most recent financial year audited financial statements.²⁸³

However, if an applicant seeks to use a prospectus after it has commenced business and before it has completed its first financial year end audit, ASIC will expect the financial information in its half year accounts (or lesser period) to be audited rather than reviewed.²⁸⁴

In the table below, references to accounts for a financial year or half year mean, where an entity has only been in existence for part of that period, accounts from the date the entity was established to its financial year end or half year end (as applicable).

Where the table below refers to accounts being required for a period from when an entity commenced business, practical speaking, the entity may prefer to compile and audit accounts from the date of its establishment rather than the date it commenced business.

Finally, examples 10-13 in the table below deal with the situation where an applicant for listing under the assets test has in the 12 months prior to applying to ASX for admission acquired, or is proposing in connection with its application for admission to acquire, another entity ("Opco") with an operating business that is significant in the context of the applicant. If an applicant has acquired, or is proposing to acquire more than one such entity, then it should give to ASX the accounts and include in its listing prospectus the financial information required for Opco in those examples for each such entity.

²⁸⁰ RG 228.87.

²⁸¹ RG 228.98 and 228.99. ASIC applies the guidance in Appendix B of Australian Accounting Standard AASB 3 *Business combinations* to help determine whether an entity has acquired, or is acquiring, a business rather than a collection of assets (RG 228.96).

²⁸² This is subject to the proviso that the existing business the subject of the fundraising has not had a major change (see RG 228.90) and has an acceptable audit history (see RG 228.91–RG 228.95).

²⁸³ RG 228.89.

²⁸⁴ RG 228.100.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
1.	Entity operating the same business for 3 full financial years or more applying to ASX for admission under the profit test	Less than 90 days after the end of the entity's most recent full financial year (FY X) ²⁸⁵	<ul style="list-style-type: none"> • Audited or reviewed accounts for the entity for 1H FY X • Audited accounts for the entity for FY X-1, X-2 and X-3 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for the entity as at the end of 1H FY X • Audited or reviewed income and cash flow statements for the entity for 1H FY X and comparables for 1H FY X-1 • Audited income and cash flow statements for the entity for FY X-1 and X-2 • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ²⁸⁶	<ul style="list-style-type: none"> • Audited accounts for the entity for FY X, X-1 and X-2 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited statement of financial position for the entity as at the end of FY X • Audited income and cash flow statements for the entity for FY X, X-1 and X-2 • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of the FY X	<ul style="list-style-type: none"> • Audited or reviewed accounts for the entity for 1H FY X+1 • Audited accounts for the entity for FY X, X-1 and X-2 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for the entity as at the end of 1H FY X+1 • Audited or reviewed income and cash flow statements for the entity for 1H FY X+1 and comparables for 1H FY X • Audited income and cash flow statements for the entity for FY X and X-1 • Reviewed pro forma statement of financial position
2.	Entity operating the same business for 3 full financial years or more ("Listco") applying to ASX for admission under the profit test which has since its most recent audited or reviewed accounts acquired, or is proposing in connection with its application for admission to acquire, another entity ("Addco") that is operating the same type of business	Any date	<ul style="list-style-type: none"> • The same accounts for Listco as for the entity applying for listing in example 1 above (based on the lodgement date) • The same accounts for Addco as for the entity applying for listing in example 1 above (based on the lodgement date and subject to the proviso that if Addco has not been carrying on business for 3 full financial years, it must provide the applicable accounts for the period it has been carrying on business) • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • The same financial information for Listco as for the entity applying for listing in example 1 above (based on the lodgement date) • If Addco is significant in the context of Listco, the same financial information for Addco as for the entity applying for listing in example 1 above (based on the lodgement date and subject to the provisos that: <ul style="list-style-type: none"> • if Addco has not been carrying on business for 2 full financial years, it must provide the applicable financial information for the period it has been carrying on business, and

²⁸⁵ This example assumes the entity does not yet have audited accounts for FY X. If it does have audited accounts for FY X, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁸⁶ This example assumes the entity does not yet have audited or reviewed financial information for 1H FY X+1. If it does have audited or reviewed accounts for 1H FY X+1, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
				<ul style="list-style-type: none"> • if Addco has been carrying on business for 2 or more full financial years and the lodgement date is more than 90 days, but less than 6 months and 75 days, after the end of FY X, ASIC will only expect audited income and cash flow statements for Addco for FY X and FY X-1 • Reviewed pro forma statement of financial position
3.	Newly established or dormant shell ²⁸⁷ (“Listco”) which has in the 12 months prior to applying to ASX for admission acquired, or is proposing in connection with its application for admission to acquire, an entity (“Opco”) operating the same business for 3 or more full financial years and which is applying to ASX for admission under the profit test ^{288 289}	Less than 90 days after the end of Opco’s most recent full financial year (FY X) ²⁹⁰	<ul style="list-style-type: none"> • The same accounts for Opco as for the entity applying for listing in example 1 above (based on the lodgement date) • If Listco was in existence at the end of 1H FY X-1, management accounts for Listco for 1H FY X-1 • If Listco was not in existence at the end of 1H FY X-1, management accounts for Listco from the date of its establishment to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for Opco as at the end of 1H FY X • Audited or reviewed income and cash flow statements for Opco for 1H FY X and comparables for 1H FY X-1 • Audited income and cash flow statements for Opco for FY X-1 and X-2 • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ²⁹¹	<ul style="list-style-type: none"> • The same accounts for Opco as for the entity applying for listing in example 1 above (based on the lodgement date) • If Listco was in existence at the end of FY X-1, management accounts for Listco for FY X-1 • If Listco was not in existence at the end of FY X-1, management accounts for Listco from the date of its establishment to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited statement of financial position for Opco as at the end of FY X • Audited income and cash flow statements for Opco for FY X, X-1 and X-2²⁹² • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of FY X	<ul style="list-style-type: none"> • The same accounts for Opco as for the entity applying for listing in example 1 above (based on the lodgement date) 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for Opco as at the end of 1H FY X+1

²⁸⁷ The references in this example and in examples 7-12 below to a “newly established or dormant shell” mean an entity with no existing business and nominal assets and liabilities.

²⁸⁸ This example and examples 7-12 below assume that Listco only has management accounts for itself (ie accounts that have not been audited or reviewed). If Listco does have audited or reviewed accounts, it should provide those accounts to ASX, and include in its listing prospectus the financial information contained in those accounts, rather than its management accounts.

²⁸⁹ This example and examples 10-12 below apply equally to an internal transaction with the same corporate group where Listco is established to act as a holding company for Opco or to an external transaction where Listco has acquired or is proposing to acquire Opco from a third party.

²⁹⁰ This example assumes Opco does not yet have audited accounts for FY X. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁹¹ This example assumes Opco does not yet have audited or reviewed accounts for 1H FY X+1. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁹² An audited income and cash flow statement for Opco for FY X-2 may not be required if Opco did not operate its business for any part of that financial year (see the note to RG 228.88).

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
			<ul style="list-style-type: none"> • If Listco was in existence at the end of 1H FY X, management accounts for Listco for 1H FY X • If Listco was not in existence at the end of 1H FY X, management accounts for Listco from the date of its establishment to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed income and cash flow statements for Opco for 1H FY X+1 and comparables for 1H FY X • Audited income and cash flow statements for Opco for FY X and X-1 • Reviewed pro forma statement of financial position
4.	Entity operating a business for 2 or more full financial years applying to ASX for admission under the assets test	Less than 90 days after the end of the entity's most recent full financial year (FY X) ²⁹³	<ul style="list-style-type: none"> • Audited or reviewed accounts for the entity for 1H FY X • Audited accounts for the entity for FY X-1 and X-2 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for the entity as at the end of 1H FY X • Audited or reviewed income and cash flow statements for the entity for 1H FY X and comparables for 1H FY X-1 • Audited income and cash flow statements for FY X-1 and X-2²⁹⁴ • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ²⁹⁵	<ul style="list-style-type: none"> • Audited accounts for the entity for FY X and X-1 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited statement of financial position for the entity as at the end of FY X • Audited income and cash flow statements for the entity for FY X, X-1 and X-2²⁹⁶ • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of FY X	<ul style="list-style-type: none"> • Audited or reviewed accounts for the entity for 1H FY X+1 • Audited accounts for the entity for FY X and X-1 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for the entity as at the end of 1H FY X+1 • Audited or reviewed income and cash flow statements for the entity for 1H FY X+1 and comparables for 1H FY X • Audited income and cash flow statements for FY X and X-1 • Reviewed pro forma statement of financial position
5.	Entity that has operated its business for at least 1, but less than 2, full financial years	Less than 90 days after the end of the entity's most	<ul style="list-style-type: none"> • Audited or reviewed accounts for the entity for 1H FY X • If the entity was operating a business for any part of FY X-1, audited accounts for the entity for FY X-1 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for the entity as at the end of 1H FY X

²⁹³ This example assumes the entity does not yet have audited accounts for FY X. If it does have audited accounts for FY X, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁹⁴ An audited income and cash flow statement for FY X-2 may not be required if the entity did not operate its business for any part of that financial year (see the note to RG 228.88).

²⁹⁵ This example assumes the entity does not yet have audited or reviewed financial information for 1H FY X+1. If it does have audited or reviewed accounts for 1H FY X+1, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁹⁶ An audited income and cash flow statement for FY X-2 may not be required if the entity did not operate its business for any part of that financial year (see the note to RG 228.88).

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
	applying to ASX for admission under the assets test	recent full financial year (FY X) ²⁹⁷	<ul style="list-style-type: none"> Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited or reviewed income and cash flow statements for the entity for 1H FY X and comparables for 1H FY X-1 If the entity was operating a business for any part of FY X-1, audited income and cash flow statements for FY X-1 Reviewed pro forma statement of financial position
More than 90 days, but less than 6 months and 75 days, after the end of FY X ²⁹⁸		<ul style="list-style-type: none"> Audited accounts for the entity for FY X and, if the entity was operating a business for any part of FY X-1, for FY X-1 as well Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited statement of financial position for the entity as at the end of FY X Audited income and cash flow statements for the entity for FY X and, if the entity was operating a business for any part of FY X-1, for FY X-1 as well Reviewed pro forma statement of financial position 	
More than 6 months and 75 days after the end of FY X		<ul style="list-style-type: none"> Audited or reviewed accounts for the entity for 1H FY X+1 Audited accounts for the entity for FY X and, if the entity was operating a business for any part of FY X-1, for FY X-1 as well Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited or reviewed statement of financial position for the entity as at the end of 1H FY X+1 Audited or reviewed income and cash flow statements for the entity for 1H FY X+1 and comparables for 1H FY X Audited income and cash flow statements for FY X and, if the entity was operating a business for any part of FY X-1, for FY X-1 as well Reviewed pro forma statement of financial position 	
6.	Entity that has operated its business for less than 1 full financial year and is applying to ASX for admission under the assets test (ie that commenced business during financial year)	At any time up to 6 months and 75 days after the beginning of FY X ²⁹⁹	<ul style="list-style-type: none"> Audited accounts for the entity from the date it commenced business to a balance date not more than 2 months prior to the lodgement date Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited statement of financial position for the entity as at a recent balance date Audited income and cash flow statements for the entity for the period from the date it commenced business to a recent balance date Reviewed pro forma statement of financial position

²⁹⁷ This example assumes the entity does not yet have audited accounts for FY X. If it does have audited accounts for FY X, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁹⁸ This example assumes the entity does not yet have audited or reviewed accounts for 1H FY X+1. If it does have audited or reviewed accounts for 1H FY X+1, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

²⁹⁹ This example assumes the entity does not yet have audited accounts for 1H FY X. If it does have audited accounts for 1H FY X, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
	FY X and is applying for admission during FY X or at any time before the end of FY X+1)	More than 6 months and 75 days after the beginning of, but less than 90 days after the end of, FY X ³⁰⁰	<ul style="list-style-type: none"> • If the entity was in existence and carrying on business at the end of 1H FY X, audited accounts for the entity for 1H FY X • If the entity was not in existence and carrying on business at the end of 1H FY X, audited accounts for the entity from the date it commenced business to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • If the entity was in existence and carrying on business at the end of 1H FY X: <ul style="list-style-type: none"> • Audited statement of financial position for the entity as at the end of 1H FY X • Audited income and cash flow statements for the entity for 1H FY X • If the entity was not in existence and carrying on business at the end of 1H FY X: <ul style="list-style-type: none"> • Audited statement of financial position for the entity as at a recent balance date • Audited income and cash flow statements for the entity from the date of its establishment to a recent balance date • Reviewed pro forma statement of financial position
More than 90 days, but less than 6 months and 75 days, after the end of FY X ³⁰¹		<ul style="list-style-type: none"> • Audited accounts for the entity for FY X • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited statement of financial position for the entity as at the end of FY X • Audited income and cash flow statements for the entity for FY X • Reviewed pro forma statement of financial position 	
More than 6 months and 75 days after the end of FY X but before the end of, FY X+1		<ul style="list-style-type: none"> • Audited or reviewed accounts for the entity for 1H FY X+1 • Audited accounts for the entity for FY X • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for the entity as at the end of 1H FY X+1 • Audited or reviewed income and cash flow statements for the entity for 1H FY X+1 • Audited income and cash flow statements for the entity for FY X • Reviewed pro forma statement of financial position 	

³⁰⁰ This example assumes the entity does not yet have audited accounts for FY X. If it does have audited accounts for FY X, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³⁰¹ This example assumes the entity does not yet have audited or reviewed accounts for 1H FY X+1. If it does have audited or reviewed accounts for 1H FY X+1, it should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
7.	Newly established or dormant shell ("Listco") which has recently acquired, or is proposing in connection with its application for admission to acquire, mining tenements or other assets that are not an operating business and which is applying to ASX for admission under the assets test ³⁰²	Within the first 90 days of Listco's current financial year (FY X)	<ul style="list-style-type: none"> • If Listco was in existence at the end of 1H FY X-1, management accounts for Listco for 1H FY X-1 • If Listco was not in existence at the end of 1H FY X-1, management accounts for Listco from the date of its establishment to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the beginning of FY X	<ul style="list-style-type: none"> • If Listco was in existence at the end of FY X-1, management accounts for Listco for FY X-1 • If Listco was not in existence at the end of FY X-1, management accounts for Listco from the date of its establishment to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the beginning of, but on or before the end of, FY X	<ul style="list-style-type: none"> • If Listco was in existence at the end of 1H FY X, management accounts for Listco for 1H FY X • If Listco was not in existence at the end of 1H FY X, management accounts for Listco from the date of its establishment to a balance date not more than 2 months prior to the lodgement date • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Reviewed pro forma statement of financial position
8.	Newly established or dormant shell ("Listco") which is proposing to list as an investment company and which is applying to ASX for admission under the assets test ³⁰³	Any date	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Reviewed pro forma statement of financial position

³⁰² See notes 287 and 288 above.

³⁰³ This example assumes that Listco will use the proceeds of its IPO to acquire its initial portfolio of investments. See also notes 287 and 288 above.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
9.	Newly established or dormant shell ("Listco") which is proposing in connection with its application for admission to acquire many immaterial businesses without audited financial statements in the same sector (ie a "roll-up listing") and which is applying to ASX for admission under the assets test ³⁰⁴	Less than 90 days after the end of Listco's most recent full financial year (FY X) ³⁰⁵	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Pro forma aggregated audited or reviewed accounts for Listco and the entities being acquired for 1H FY X • Pro forma aggregated audited accounts for Listco and the entities being acquired for FY X-1 • Reviewed pro forma statement of financial position³⁰⁶ 	<ul style="list-style-type: none"> • At least 75% of the historical financial information for the entities being acquired must be audited for no less than one year³⁰⁷ • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ³⁰⁸	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Pro forma aggregated audited accounts for Listco and the entities being acquired for FY X • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • At least 75% of the historical financial information for the entities being acquired must be audited for no less than one year • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of FY X	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Pro forma aggregated audited or reviewed accounts for Listco and the entities being acquired for 1H FY X+1 • Pro forma aggregated audited accounts for Listco and the entities being acquired for FY X • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • At least 75% of the historical financial information for the entities being acquired must be audited for no less than one year • Reviewed pro forma statement of financial position

³⁰⁴ See notes 287 and 288 above.

³⁰⁵ This example assumes Opco does not yet have audited accounts for FY X. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³⁰⁶ ASX generally would not require Listco in this example to lodge any accounts for the individual entities being acquired.

³⁰⁷ See RG 228 Table 10 Example 7.

³⁰⁸ This example assumes Listco does not yet have audited or reviewed accounts for 1H FY X+1. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
10.	Newly established or dormant shell ("Listco") which has in the 12 months prior to applying to ASX for admission acquired, or is proposing in connection with its application for admission to acquire, an entity ("Opco") with a business that has been operating for 2 or more full financial years and which is applying to ASX for admission under the assets test ³⁰⁹	Less than 90 days after the end of Opco's most recent full financial year (FY X) ³¹⁰	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Audited or reviewed accounts for Opco for 1H FY X • Audited accounts for Opco for FY X-1 and X-2 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for Opco as at the end of 1H FY X • Audited or reviewed income and cash flow statements for Opco for 1H FY X and comparables for 1H FY X-1 • Audited income and cash flow statements for Opco for FY X-1 and X-2³¹¹ • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ³¹²	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Audited accounts for Opco for FY X and X-1 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited statement of financial position for Opco as at the end of FY X • Audited income and cash flow statements for Opco for FY X, X-1 and X-2³¹³ • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of FY X	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Audited or reviewed accounts for Opco for 1H FY X+1 • Audited accounts for Opco for FY X and X-1 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for Opco as at the end of 1H FY X+1 • Audited or reviewed income and cash flow statements for Opco for 1H FY X+1 and comparables for 1H FY X • Audited income and cash flow statements for Opco for FY X and X-1 • Reviewed pro forma statement of financial position

³⁰⁹ See notes 287, 288 and 289 above. Note that in this example and examples 11 and 12 below, since Listco is a shell with no existing business and nominal assets and liabilities, Opco will inevitably be "significant" in the context of Listco and therefore trigger Listing Rule 1.3.5(c).

³¹⁰ This example assumes Opco does not yet have audited accounts for FY X. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³¹¹ An audited income and cash flow statement for Opco for FY X-2 may not be required if Opco did not operate its business for any part of that financial year (see the note to RG 228.88).

³¹² This example assumes Opco does not yet have audited or reviewed accounts for 1H FY X+1. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³¹³ An audited income and cash flow statement for Opco for FY X-2 may not be required if Opco did not operate its business for any part of that financial year (see the note to RG 228.88).

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
11.	Newly established or dormant shell ("Listco") which has in the 12 months prior to applying to ASX for admission acquired, or is proposing in connection with its application for admission to acquire, an entity ("Opco") with a business that has been operated a business for at least 1, but less than 2, full financial years and which is applying to ASX for admission under the assets test ³¹⁴	Less than 90 days after the end of Opco's most recent full financial year (FY X) ³¹⁵	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Audited or reviewed accounts for Opco for 1H FY X • If Opco was operating a business for any part of FY X-1, audited or reviewed accounts for Opco for FY X-1 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for Opco as at the end of 1H FY X • Audited or reviewed income and cash flow statements for Opco for 1H FY X and comparables for 1H FY X-1 • If Opco was operating a business for any part of FY X-1, audited income and cash flow statements for Opco for FY X-1 • Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ³¹⁶	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Audited accounts for Opco for FY X • If Opco was operating a business for any part of FY X-1, audited accounts for Opco for FY X-1 • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited statement of financial position for Opco as at the end of FY X • Audited income and cash flow statements for Opco for FY X • If Opco was operating a business for any part of FY X-1, audited income and cash flow statements for Opco for FY X-1 • Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of FY X	<ul style="list-style-type: none"> • The same accounts for Listco as in example 7 above • Audited or reviewed accounts for Opco for 1H FY X+1 • Audited accounts for Opco for FY X and, if Opco was operating a business for any part of FY X-1, for FY X-1 as well • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • Audited or reviewed statement of financial position for Opco as at the end of 1H FY X+1 • Audited or reviewed income and cash flow statements for Opco for 1H FY X+1 and comparables for 1H FY X • Audited income and cash flow statements for Opco for FY X and X-1 • Reviewed pro forma statement of financial position

³¹⁴ See notes 287, 288, 289 and 309 above.

³¹⁵ This example assumes Opco does not yet have audited accounts for FY X. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³¹⁶ This example assumes Opco does not yet have audited or reviewed accounts for 1H FY X+1. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
12.	Newly established or dormant shell ("Listco") which has in the 12 months prior to applying to ASX for admission acquired, or is proposing in connection with its application for admission to acquire, an entity ("Opco") with a business that has been operating for less than 1 financial year and which is applying to ASX for admission under the assets test (ie that commenced business during its first financial year (FY X) and is applying for admission during FY X or at any time before the end of FY X+1) ³¹⁷	At any time up to 6 months and 75 days after the beginning of FY X ³¹⁸	<ul style="list-style-type: none"> The same accounts for Listco as in example 7 above Audited accounts for Opco from the date it commenced business to a balance date not more than 2 months prior to the date of application Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited statement of financial position for Opco as at a recent balance date Audited income and cash flow statements for Opco for the period from the date it commenced operations to a recent balance date Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the beginning of, but less than 90 days after the end of, FY X ³¹⁹	<ul style="list-style-type: none"> The same accounts for Listco as in example 7 above If Opco was in existence and carrying on business at the end of 1H FY X, audited accounts for Opco for 1H FY X If Opco was not in existence and carrying on business at the end of 1H FY X, audited accounts for Opco from the date it commenced business to a balance date not more than 2 months prior to the lodgement date Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> If Opco was in existence and carrying on business at the end of 1H FY X: <ul style="list-style-type: none"> Audited statement of financial position for Opco as at the end of 1H FY X Audited income and cash flow statements for Opco for 1H FY X If Opco was not in existence and carrying on business at the end of 1H FY X: <ul style="list-style-type: none"> Audited statement of financial position for Opco as at a recent balance date Audited income and cash flow statements for Opco from the date of its establishment to a recent balance date Reviewed pro forma statement of financial position
		More than 90 days, but less than 6 months and 75 days, after the end of FY X ³²⁰	<ul style="list-style-type: none"> The same accounts for Listco as in example 7 above Audited accounts for Opco for FY X Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited statement of financial position for Opco as at the end of FY X Audited income and cash flow statements for Opco for FY X Reviewed pro forma statement of financial position
		More than 6 months and 75 days after the end of FY X before the end of, FY X+1	<ul style="list-style-type: none"> The same accounts for Listco as in example 7 above Audited or reviewed accounts for Opco for 1H FY X+1 Audited accounts for Opco for FY X Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> Audited or reviewed statement of financial position for Opco as at the end of 1H FY X+1 Audited or reviewed income and cash flow statements for Opco for 1H FY X+1

³¹⁷ See notes 287, 288, 289 and 309 above.

³¹⁸ This example assumes the entity does not yet have audited or reviewed accounts for 1H FY X. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³¹⁹ This example assumes Opco does not yet have audited or reviewed accounts for FY X. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

³²⁰ This example assumes Opco does not yet have audited or reviewed accounts for 1H FY X+1. If it does, the applicant should provide those accounts to ASX and include in its listing prospectus the financial information referenced in the next row.

Nº	Type of applicant	Lodgement date	ASX requires lodgement of ...	ASIC expects the prospectus to include...
				<ul style="list-style-type: none"> • Audited income and cash flow statements for Opco for FY X • Reviewed pro forma statement of financial position
13.	Established entity (“Listco”) with an existing business which has in the 12 months prior to applying to ASX for admission acquired, or is proposing in connection with its application for admission to acquire, another entity (“Opco”) with an operating business that is significant in the context of the entity, and which is applying to ASX for admission under the assets test	Any date	<ul style="list-style-type: none"> • The same accounts for Listco as for the entity applying for listing in examples 4, 5 or 6 above (based on the lodgement date and the period of time Listco has been operating its business) • The same accounts for Opco in examples 10, 11 and 12 above (based on the lodgement date and the period of time Opco has been operating its business) • Reviewed pro forma statement of financial position 	<ul style="list-style-type: none"> • The same financial information for Listco as for the entity applying for listing in examples 4, 5 or 6 above (based on the lodgement date and the period of time Listco has been operating its business) • The same accounts for Opco in examples 10, 11 and 12 above (based on the lodgement date and the period of time Opco has been operating its business) save that if Opco has been carrying on business for 2 or more full financial years (ie Example 10 applies) and the lodgement date is more than 90 days, but less than 6 months and 75 days, after the end of FY X, ASIC will only expect audited income and cash flow statements for Opco for FY X and FY X-1 • Reviewed pro forma statement of financial position
14.	Established entity (“Listco”) with an existing business which is proposing in connection with its application for admission to acquire many immaterial businesses without audited financial statements in the same sector (ie a “roll-up listing”) and which is applying to ASX for admission under the assets test	Any date	<ul style="list-style-type: none"> • The same accounts for Listco as for the entity applying for listing in examples 4, 5 or 6 above (based on the lodgement date and the period of time Listco has been operating its business) • The same pro forma aggregated accounts for Listco and the entities being acquired for the last full financial years as in example 60 above (based on the lodgement date) • Reviewed pro forma statement of financial position³²¹ 	<ul style="list-style-type: none"> • The same financial information for Listco as for the entity applying for listing in examples 4, 5 or 6 above (based on the lodgement date and the period of time Listco has been operating its business) • At least 75% of the historical financial information for the entities being acquired must be audited for no less than one year³²² • Reviewed pro forma statement of financial position

³²¹ ASX generally would not require Listco in this example to lodge any accounts for the entities being acquired.

³²² See RG 228 Table 10 Example 7.