

# **PRACTICAL INFORMATION ON THE PROCESS OF ADMISSION TO LISTING ON OSLO BØRS AND OSLO AXESS**

JUNE 2020



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## INFORMATION TO BE SENT TO THE MARKETPLACE – TIMETABLE

Reference is made to the pre-listing meeting held between representatives of the company and Oslo Børs. As part of the process of applying for admission to listing and, if the application is approved, the procedures for listing itself, the company must provide information on the company and the company's contact persons.

In addition to the information to be sent by the company to the marketplace in the form of the pre-listing report, application and other correspondence that provides the basis for evaluating whether the company is suitable for listing on Oslo Børs or Oslo Axess, the marketplace also requires various other information. This relates both to information of a technical nature needed to prepare the systems at Oslo Børs for the company's possible listing, and to marketing information for the presentation to the press and similar publicity that will be arranged if the listing takes place.

This document details the additional information that the company must send to the marketplace and the deadline for submission, divided into information that must be sent to the marketplace before the company submits its formal application for listing and information that must be sent in the period between submittal of the application and the first day of listing. The document also provides some guidance in respect of the listing process. A short summary of the various items of information that must be submitted to Oslo Børs is provided at the end of the document, along with the deadlines for submission.

If the company will not be able to meet one or more of the deadlines set out below, please contact the officer at Oslo Børs responsible for your application (the "Case Officer") in order to discuss the possibility of adjusting the timetable. Any questions regarding the contents of this document can also be addressed to your Case Officer at Oslo Børs.

### 1 INFORMATION REQUIRED BEFORE MAKING THE APPLICATION

#### 1.1 15 BUSINESS DAYS BEFORE THE APPLICATION

##### 1.1.1 LANGUAGE

Companies for which Norway is the home state pursuant to Section 5-4 of the Securities Trading Act are required to use the Norwegian language when publishing information, cf. Securities Trading Act, Section 5-13. If such a company wishes to publish its announcements in English, it must apply for an exemption to this effect. If the company does wish to apply for exemption from the language requirement, it must submit an application for this no later than 15 business days before submitting its application for admission to listing on Oslo Børs or on Oslo Axess. The application should be sent by e-mail to the Case Officer. Application for exemption can be made at a later time, but it will then only come into effect at a later date (assuming approval of the application).

The application for exemption will be decided in accordance with the guidelines issued by Finanstilsynet (the Financial Supervisory Authority of Norway), cf. Regulation No. 1359 of 6 December 2007. Please also refer to Oslo Børs Circular No. 1/2008 (see link: [http://www.oslobors.no/ob\\_eng/Oslo-Boers/Regulations/Circulars/1-2008-Language-requirements-for-issuers-with-Norway-as-their-home-state](http://www.oslobors.no/ob_eng/Oslo-Boers/Regulations/Circulars/1-2008-Language-requirements-for-issuers-with-Norway-as-their-home-state))

## **1.2 DUTY OF DISCLOSURE, DUTY TO FILE WITH THE OAM AND DUTY TO PUBLISH INSIDE INFORMATION FROM THE TIME THE APPLICATION FOR LISTING IS SUBMITTED**

The company is subject to the duty of disclosure, the duty to file with the OAM and the duty to publish inside information from the time it submits an application for listing on Oslo Børs and/or on Oslo Axess. Once a company has submitted its application, it will be allocated a ticker code and be given access to the Oslo Børs NewsPoint service. See section 1.3.1 for more information on NewsPoint.

The duty to publish inside information applies to issuers for which Norway is the home state (regardless of whether the issuer's listing in Norway is a primary or secondary listing), and to issuers for which Norway is a host state if their securities are only listed on Oslo Børs or Oslo Axess.

### **1.2.1 DUTY TO FILE WITH THE OAM VIA A THIRD PARTY OR VIA OSLO BØRS NEWSPPOINT**

An issuer with securities that are either listed on Oslo Børs or Oslo Axess, or that have submitted an application for such listing, has a duty to file information for storage by sending information subject to the duty of filing to Oslo Børs in its capacity as the officially appointed storage mechanism for Norway (OAM). Filing must take place at the same time as the information is made public. This can be done either via Oslo Børs NewsPoint, a user interface operated by Oslo Børs, or via a third party that submits the announcements directly to the OAM.

The duty to file with the OAM applies to issuers for which Norway is the home state (regardless of whether the issuer's listing is a primary or secondary listing).

### **1.2.2 PUBLICATION OF INFORMATION VIA A THIRD PARTY OR VIA OSLO BØRS PUBLICATION SERVICE**

The duty to publish information means that an issuer with securities that are listed on Oslo Børs or Oslo Axess, or that have submitted an application for such listing, must either itself publish notifiable information in accordance with the statutory requirements, or make arrangements with a third party to arrange the publication on its behalf. Oslo Børs offers a service for the publication of information, known as the Oslo Børs Publication Service. For further information on this service, please contact Corporate Services at Oslo Børs on [corporate.services@oslobors.no](mailto:corporate.services@oslobors.no).

Further information on publication through the Oslo Børs Publication Service is available on: [https://www.oslobors.no/ob\\_eng/Oslo-Boers/Products-and-services/Issuer-Products/Oslo-Boers-Publication-Service](https://www.oslobors.no/ob_eng/Oslo-Boers/Products-and-services/Issuer-Products/Oslo-Boers-Publication-Service)

### **1.2.3 COPY OF INFORMATION**

Companies that do not use the Oslo Børs Publication Service for publishing announcements, or that are not subject to the requirement to file information with the OAM, including issuers with Norway as their Host Member State, must send a copy to Oslo Børs of all information that the company is required to publish pursuant to the Continuing Obligations. A copy must be sent to Oslo Børs electronically no later than simultaneously with the public disclosure of information.

The information must be provided in accordance with the principles described in section 1.2.1 Duty to file with the OAM via a third party or via Oslo Børs NewsPoint.

### 1.3 FIVE BUSINESS DAYS BEFORE THE APPLICATION

#### 1.3.1 OSLO BØRS NEWSPOINT AND INSIDER REGISTER

The Oslo Børs NewsPoint user interface can be used for the following tasks:

- Publishing information through the Oslo Børs Publication Service
- Filing information with the OAM or submitting copy of information to Oslo Børs
- Registration of primary insiders, see section 3.1.2
- Registration of company information, see sections 3.1.1
- Registration of Financial Calendar, see section 5.1
- Drawing up and maintaining inside information list (additional software module that require supplementary agreement with Oslo Børs) – For further information contact: [sales@oslobors.no](mailto:sales@oslobors.no)

If the company uses Oslo Børs NewsPoint both for public disclosure of information and filing with the OAM, it is sufficient to submit a single announcement.

Oslo Børs recommends that the company has its own user ID with Oslo Børs NewsPoint with rights for filing information with the OAM or sending copy to Oslo Børs even if the company uses a third party to carry out the duties set out in section 1.2. The purpose of this is to allow the company to carry out its duties if for any reason the third party should fail to carry out these duties on the company's behalf. It will not be possible to use a news distributor to fulfill the obligations of registering primary insiders, company information and Financial Calendar. This must be done in NewsPoint.

In NewsPoint, each issuer has to nominate a user with administrator rights (an Administrator). An Administrator is assigned to i.a. rights to set up new ordinary users on behalf of the issuer and give access to the different modules in NewsPoint. The company's administrator will be given access to the system from the day on which it becomes subject to the duty of disclosure. For access to Oslo Børs NewsPoint, please contact Market Administration by e-mail [MA@oslobors.no](mailto:MA@oslobors.no), no later than five business days before the application for admission to listing is submitted.

It is the issuer's responsibility to produce and operate adequate procedures for managing access to NewsPoint, including conducting regular checks to ensure the correct users are registered.

Oslo Børs recommends that the company identifies more than one user to Oslo Børs NewsPoint to make sure that the company at all times is able to handle the company's obligation for publishing of inside information also after the exchange's opening hours.

#### 1.3.2 THIRD-PARTY DISTRIBUTOR LETTER OF AUTHORITY FOR PUBLICATION OF INFORMATION

If the company intends to use a distributor other than the Oslo Børs Publication Service to arrange the publication of information and the distributor intends to use Oslo Børs NewsPoint for filing with the OAM or submitting copies to Oslo Børs, the company must contact the Market Administration department either by e-mail to [MA@oslobors.no](mailto:MA@oslobors.no) or by telefax to +47 22 41 65 90 no later than five business days before submitting the application for listing.

### 1.3.3 SUBMISSION OF LEI CODE

In accordance with EU-regulations and the EEA Agreement, all companies shall be identified through a Legal Entity Identifier (LEI). The LEI code is used to identify legal entities participating in financial transactions and in connection with reporting in the financial market. A legal entity will operate with only one LEI code and this code will be applied worldwide.

Due to this requirement, Oslo Børs must obtain LEI code from all companies in a listing process and the company must therefore obtain a LEI code from an authorized LEI issuer.

On this link you will find a list of LEI issuers worldwide: <https://www.gleif.org/en/lei-focus/how-to-get-an-lei-find-lei-issuing-organizations>

Oslo Børs VPS is not an LEI issuing organization but has in many areas a cooperation with London Stock Exchange which is one of several issuers of LEI.

The company's LEI code should be included in the key information described in section 1.3.5 and appendix 1.

### 1.3.4 SUBMISSION OF CFI AND FISN

Classification of Financial Instruments (CFI) is an ISO standard that has been developed to classify financial instruments and standardise communication and registration.

Financial Instrument Short Name (FISN) is an abbreviation for a financial instrument, and is a new ISO standard that has been introduced due to new requirements for reporting to the authorities.

In accordance with regulations, Oslo Børs must obtain both the CFI and FISN for the financial instrument subject to listing from all companies in a listing process to Oslo Børs.

Verdipapirsentralen ASA (VPS) is appointed as National Numbering Agency and issue CFI and FISN for financial instruments for Norwegian companies. Non-Norwegian companies must obtain CFI and FISN from the National Numbering Agency where the company is incorporated.

CFI and FISN should be included in the key information described in section 1.3.5 and appendix 1.

### 1.3.5 KEY INFORMATION

Appendix 1 provides a standard format for the key information needed about the company. This information must be sent to Oslo Børs no later than five business days before the application for admission to listing on Oslo Børs or on Oslo Axess is submitted. The company should therefore complete and send a copy of Appendix 1 to the Market Administration department by e-mail to [MA@oslobors.no](mailto:MA@oslobors.no), with a copy to the Case Officer.

### 1.3.6 THE COMPANY'S TICKER CODE

Since the company will be subject to the duty of disclosure as soon as it submits its application, the company's ticker code will be in use by the Oslo Børs NewsPoint system with effect from the day after the application is submitted. The ticker code should reflect the company's name, and the first letter of the code must be the same as the first letter of the company name. The ticker code can only include letters, and may be between three and five characters.

The company must send its proposal for a ticker code to the Market Administration department by e-mail to [MA@oslobors.no](mailto:MA@oslobors.no), with a copy to the Case Officer, no later than five business days before the application for admission to listing on Oslo Børs or on Oslo Axess is submitted. Oslo Børs will liaise with the company in order to determine a ticker code no later than two business days before the company submits its listing application.

### 1.3.7 LOGO AND COMPANY PRESENTATION TEXT

With effect from the date it applies for listing, the company will appear on the Oslo Børs website with its logo and a short presentation text. The company's logo will also be visible on a large screen and on a logo poster on the listing balcony rail at the opening ceremony the first day of listing. To achieve this, Oslo Børs needs a vector based logo in .eps format.

The presentation text will also be included in a press release that Oslo Børs will issue when the Board of Oslo Børs has made its decision on the company's application for listing.

The logo and company presentation text (maximum of 500 characters including spaces) must be sent to the Market Administration department by e-mail to [MA@oslobors.no](mailto:MA@oslobors.no) and [newlisting@oslobors.no](mailto:newlisting@oslobors.no) (NL) with a copy to the Case Officer, no later than five business days before submitting its listing application.

### 1.3.8 MANAGEMENT COMPANIES

If any third party is to carry out management duties for the company (management company), such company shall be obliged to comply with the provisions to which the company applying for listing would be subject were it to have carried out these functions itself. The company applying for listing shall guarantee that any breach of the Stock Exchange Rules caused by the party that carries out the operations or activities shall be dealt with as if the breach was caused by the listed company.

No later than five business days before the application for admission to listing is submitted, the management company and the company applying for listing must enter into a standard agreement with Oslo Børs setting out the responsibilities and duties of the company to be listed and the management company vis-à-vis the marketplace. The standard agreement must be sent to the Case Officer, with a copy to the Market Administration department by e-mail to [MA@oslobors.no](mailto:MA@oslobors.no).

The Information Management Services Agreement (statement – management companies) is available as a link from the Oslo Børs website: [http://www.oslobors.no/ob\\_eng/Oslo-Boers/Listing/Shares-equity-certificates-and-rights-to-shares](http://www.oslobors.no/ob_eng/Oslo-Boers/Listing/Shares-equity-certificates-and-rights-to-shares)

### 1.3.9 FOR ISSUERS REGISTERED IN COUNTRIES OUTSIDE THE EU/EEA: REGISTRATION OF AUDITOR WITH THE NORWEGIAN SUPERVISORY AUTHORITY (FINANSTILSYNET)

The 8th Company Directive (the Statutory Audit Directive) contains provisions regarding third-country auditors. The provisions have been incorporated into Norwegian legislation through the Regulations of 30 June 2010 on registration and oversight of third-country auditors.

A third-country auditor is defined as a party who carries out audits of the annual accounts of a company subject to a statutory audit obligation, that is registered in a country outside the EU/EEA (third-country) and that has transferable securities admitted to trading on a regulated market in

Norway. Third-country auditors are required to register with the Norwegian Supervisory Authority (Finanstilsynet) and are subject to Finanstilsynet's oversight. Finanstilsynet may exempt a registered third-country auditor from oversight if the auditor oversight authority of another EEA country or a third country's system of quality oversight assessed as equivalent in accordance with the Directive Article 46, has carried out a quality review of the audit entity during the previous 3 years. The provisions on registration and oversight are designed to increase investor protection.

An audit report provided by a third-country auditor or a third-country audit firm that is not registered as set out above will have no legal effect. For further information please refer to Finanstilsynet's website:

<https://www.finanstilsynet.no/en/finanstilsynets-registry/register-for-third-country-auditors-and-audit-entities/?id=>

Third-country issuers applying for listing are required to provide Oslo Børs with a confirmation that their auditor is registered with Finanstilsynet. The confirmation must be sent to the Case Officer per e-mail no later than 5 business days prior to the deadline for submitting an application for listing.

## **2 APPLICATION FOR LISTING**

### **2.1 LISTING AGREEMENT AND LEGAL OPINION FOR FOREIGN COMPANIES**

A foreign company must enter into a listing agreement. The company must produce a legal opinion from an external attorney addressed to Oslo Børs to confirm that the listing agreement is binding on the company and that there are no formal obstacles to the company performing its obligations pursuant to this agreement.

The listing agreement and the legal opinion must be sent by e-mail to the Case Officer no later than the time at which the application must be submitted.

Link to the listing agreement:

<http://www.oslobors.no/obnewsletter/download/9df0da7d70fb5790feac57e3e91af03e/file/file/Statement%20on%20listing%20of%20shares%20of%20a%20foreign%20company.pdf>

### **2.2 ANNOUNCEMENT OF RECEIVED APPLICATION**

On the day of receipt of application, the Market Administration will announce that the application has been received. If the company subsequently withdraws the application, or if the Board of Oslo Børs does not approve the application, this will also be announced by the Market Administration. In either case, the company will then no longer have access to Oslo Børs NewsPoint case, the company will then no longer have access to Oslo Børs NewsPoint.

## **3 INFORMATION REQUIRED AFTER MAKING THE APPLICATION**

### **3.1 THE DAY AFTER LISTING APPLICATION IS SUBMITTED TO OSLO BØRS**

#### **3.1.1 REGISTRATION OF COMPANY INFORMATION IN NEWSPOINT**

In the function "Company Information" in the Oslo Børs NewsPoint electronic portal ("NewsPoint"), the companies must update and check the information about the company required by Oslo Børs. Logon is the same as for NewsPoint for publication and storage of primary insiders as mentioned in section 1.3.1. In NewsPoint, there are also accompanying help texts for each item to be completed

about the company. The requirement to register and maintain company information is set out in section 2.6(4) of Continuing obligations of stock exchange listed companies. We request the company to register company information the day after the company's listing application is submitted to Oslo Børs.

For access to Oslo Børs NewsPoint and user guidelines, please see section 1.3.1.

Kindly send a confirmation to the Market Administration department by e-mail to; [MA@oslobors.no](mailto:MA@oslobors.no) when the registration is complete.

### 3.1.2 LIST OF PRIMARY INSIDERS

The company must produce a list of its primary insiders and close associates when the listing application is submitted to Oslo Børs, cf. Securities Trading Act, Section 3-6, third and fourth paragraphs. Primary insiders and their close associates must be registered using the Oslo Børs insider register system. This must be registered within the end of the day after the company has applied for listing. The registered information must be kept up to date with any subsequent changes without undue delay.

For access to the insider register and user guidelines, please see section 1.3.1.

The name of the company, the names of its primary insiders and their position with the company will be available to the public through the marketplace's website. Additional data registered in the Oslo Børs insider register system is handled confidentially.

The responsibility for reporting primary insiders lies with the individuals themselves, but the company can undertake this reporting on their behalf. If a primary insider does not wish the company to manage the information on behalf of his or her close associates, the primary insider should be instructed to send the information on his or her close associates directly to [innsideliste@oslobors.no](mailto:innsideliste@oslobors.no). The company will only be able to see the information on close associates that has been notified to the register by the company's authorised users. Please note that registration of close associates is only necessary if these hold shares in the company.

### 3.1.3 SPECIAL PROVISIONS FOR REGISTRATION OF AUDIT COMMITTEE INFORMATION IN NEWSPOINT

As a general rule all issuers of transferable securities listed on Oslo Børs or Oslo Axess must have an audit committee or an equivalent corporate body, cf. section 1(2) the Stock Exchange Regulations. The duty to establish an Audit Committee is explained in detail in the Oslo Børs Circular 2/2011. Issuers that are smaller companies, official public entities and wholly owned subsidiaries are exempt from the duty to establish an Audit Committee.

Section 1 (2) of the Stock Exchange Regulations stipulates that issuers must produce documentary evidence of compliance with the requirements set out in the regulations. In order to satisfy the requirement for documentary evidence, issuers must register information about their audit committee in the Oslo Børs electronic portal for issuers, Oslo Børs NewsPoint ("NewsPoint") the day after the listing application is submitted to Oslo Børs. Please note that the requirement for issuers that qualify for one of the exemptions from the duty to establish an audit committee should also register information about this within the deadline mentioned above. (In NewsPoint, there are also accompanying help texts for each item to be completed about the company)\* For a more detailed description of the functionality "Company Information" see section 3.1.1 regarding registering of other company information in NewsPoint.

## **3.2 THREE BUSINESS DAYS BEFORE THE FIRST DAY OF LISTING**

### **3.2.1 NAME CARDS**

Oslo Børs will invite representatives from the company and its advisers to an opening ceremony at Oslo Børs on the first day of listing. As a small souvenir of the first day of listing, the marketplace produces name cards with the company's name and the name of each of the delegates. In order to produce the name cards in time for the first day of listing, Oslo Børs needs the full names of the people attending from the company and its advisers. If the company would like to arrange these souvenirs of the listing day, this information must be sent by e-mail to the Case Officer, with a copy to [newlisting@oslobors.no](mailto:newlisting@oslobors.no), no later than three business days before the first day of listing.

## **3.3 BY 2 PM ON THE BUSINESS DAY BEFORE THE FIRST DAY OF LISTING**

### **3.3.1 TECHNICAL INFORMATION FOR LISTING**

No later than 2 pm on the business day before the first day of listing, the company must send certain technical listing information to the marketplace. This information is used for various purposes, including the technical preparation of the systems at Oslo Børs and as the basis for information about the company.

Appendix 2 provides a format for submitting the technical listing information. This appendix must be submitted to the Market Administration department by e-mail to [MA@oslobors.no](mailto:MA@oslobors.no) no later than 2 pm on the business day before the first day of listing, with a copy to the Case Officer.

In addition, other documentation that must be received by the marketplace prior to the same deadline is detailed in the Listing Rules for Oslo Børs /Oslo Axess chapter 6.

## **4 MARKING THE FIRST DAY OF LISTING**

### **4.1 WELCOME MEETING**

The marketplace invites new companies to mark the first day of listing with a welcome meeting at the exchange. The meeting is normally held prior to the start of trading, and is attended by representatives from the management and administration of Oslo Børs. Suggested time of arrival is approximately 8.15 am. The market surveillance department will give a short presentation of the marketplace's trading and market surveillance systems.

### **4.2 OPENING CEREMONY**

It is traditional for representatives of the management or board of the newly listed company to ring the listing bell to start trading when the market opens at 9 am for Oslo Børs and for Oslo Axess. Our Corporate Communications department invites the press to attend the ceremony. The opening ceremony forms the conclusion of the welcome meeting. It is also possible for the opening ceremony to be held later in the day, this can be clarified/arranged with the executive officer.

### **4.3 COMPANY PRESENTATION BY THE NEWLY LISTED COMPANY**

Oslo Børs encourages new companies to hold a short presentation for the press and possibly other parties at the exchange immediately after the start of trading on the first day of listing. This is an

excellent opportunity to provide information of the company, and is similarly a good opportunity for journalists to gather the information they need about the company's activities. Holding such a presentation also gives the company a good opportunity to establish contacts with journalists that will improve the opportunities for future press coverage.

The presentation should be relatively short (15-20 minutes), with time made available both for open questions and one-on-one interviews with the journalists present. The presentation should be made in PowerPoint or pdf.

The company presentation is to be sent to [newlisting@oslobors.no](mailto:newlisting@oslobors.no) with a copy to the case officer no later than 2 pm before the first day of listing. The company must make their own copies of the presentation if they want to hand it out to those who are present.

Previous experience suggests that the admission of a new company to listing attracts more media interest if the press is given advance notice that the company will hold a presentation.

## 5 OTHER INFORMATION

### 5.1 FINANCIAL CALENDAR

Pursuant to Section 4.6 of the *Continuing Obligations of stock exchange listed companies*, all companies must publish a financial calendar once a year.

In the function "Financial Calendar" in the Oslo Børs NewsPoint portal ("NewsPoint"), the companies must use this portal to register and publish the content of its Financial Calendar no later than on the first day of listing. On the basis of the registration a stock exchange announcement automatically will be distributed via Oslo Børs' news feed in the "ADDITIONAL REGULATED INFORMATION REQUIRED TO BE DISCLOSED UNDER THE LAWS OF A MEMBER STATE" notification category. The message will also be stored and published on [www.newsweb.no](http://www.newsweb.no). It will not be possible to use a news providers' third-party system for this purpose.

The logon information is the same as for NewsPoint for publication and storage of primary insiders as mentioned in section 1.3.1. For access to Oslo Børs NewsPoint and user guidelines, please see section 1.3.1.

We request the company to register the Financial Calendar no later than on the first day of listing.

Kindly send a confirmation to the Market Administration department by e-mail to; [MA@oslobors.no](mailto:MA@oslobors.no) and Case Officer when the registration is complete.

## 6 SUMMARY OF THE INFORMATION TO BE SUBMITTED TO THE MARKETPLACE

MA = Market Administration, [MA@oslobors.no](mailto:MA@oslobors.no)

CO = Corporate Communications, [communications@oslobors.no](mailto:communications@oslobors.no)

NL = New listing, [newlisting@oslobors.no](mailto:newlisting@oslobors.no)

**Information prior to submitting the application for listing:**

Section	Description	Deadline	Send to	Appendix
1.1.1	Exemption from language requirement	15 business days before filing the application	Case Officer + copy to MA	
1.3.1	Access to Oslo Børs NewsPoint	5 business days before filing the application	MA+ copy to Case Officer	
1.3.5	Key information	5 business days before filing the application	MA + copy to Case Officer	Appendix 1
1.3.6	Ticker code for the company	5 business days before filing the application	MA + copy to Case Officer	
1.3.7	Logo and presentation text	5 business days before filing the application	MA and NL + copy to Case Officer	Appendix 3
1.3.8	Management companies	5 business days before filing the application	Case Officer + copy to MA	
1.3.9	For issuers registered in countries outside the EU/EEA: registration of auditor with the Norwegian Supervisory Authority (Finanstilsynet)	5 business days before filing the application	Case Officer	
2.1	Listing agreement and legal opinion for foreign companies	No later than the time at which the application must be submitted	Case Officer	

**Information following the application for listing:**

Section	Description	Deadline	Send to	Appendix
3.1.1	Registration of company information in NewsPoint	The day after listing application is submitted to Oslo Børs	MA + copy to Case Officer	
3.1.2	Registration of primary insiders	The day after the company has been given access to the system (Oslo Børs NewsPoint)		

3.2.1	Name cards	3 business days before first day of listing	NL + copy to Case Officer	
3.3.1	Technical listing information	2 pm on the business day prior to the first day of listing	MA + copy to Case Officer	Appendix 2
4.3	Company presentation	2 pm on the business day prior to the first day of listing	NL + copy to Case Officer	
5.1	Financial Calendar	No later than on the first day of listing	MA + copy to Case Officer	

## 7 APPENDICES

### APPENDIX 1 – KEY INFORMATION

INFORMATION ON A NEW COMPANY ON OSLO BØRS/OSLO AXESS		
Company name:		
LEI code		
CFI:		
FISN:		
Company registration number:		
Address:		
Office address, if different to above address:		
Telephone number:		
Telefax number:		
Chief Executive Officer:		
Chief Financial Officer:		
Main marketplace contact:		
Alternative market place contact:		
<i>Contact persons for the marketplace: main/alternative</i>	<b>Main</b>	<b>Alternative</b>
Direct telephone number:		
Mobile telephone number:		
E-mail address:		
Title of contact person:		
Auditor:		
ISIN number:		
Website address:		
Ticker code:		
Primary or secondary listing:		
Accounting principles e.g. IFRS, Canadian GAAP or US GAAP:		
Listed on other exchange/regulated market (state which):		
Legal jurisdiction/court:		
Group yes/no:		
Home state for approval of prospectuses:		
Home state for duty to publish periodic information:		
Subject to Norwegian takeover rules yes/no:		
Distributor to be used for publishing information:		
Will the distributor manage OAM filing/submission of copy announcements for the company:		

## APPENDIX 2 – TECHNICAL LISTING INFORMATION

ADMISSION TO LISTING OF NEW COMPANY ON OSLO BØRS/OSLO AXESS	
Estimated market value per share:	
Currency:	
Nominal (par) value:	
Share capital admitted to listing:	
Number of shares admitted to listing:	
Total share capital:	
Number of shares registered in VPS:	
Number of votes per share:	
Company's holding of own shares:	
First day of listing:	



For requests, please contact:

Listing department

[listing@oslobors.no](mailto:listing@oslobors.no)

[www.oslobors.no](http://www.oslobors.no)