



General Information		
Full Name of applicant company:		
Registered address:		
RC Number:	ISIN Number:	Date of Incorporation:
Website address:		Telephone:
Email address:		Fax number:
Name of Participating Institution:		
Has the applicant company registered its securities or units with SEC? Yes No In Progress (Give details)		
Applicant Contact Information		
Managing Director/CEO Details (Please attach Resume)	Investor Relation/Enquiries Details	Company Secretary Details
Name:	Name:	Name:
Telephone:	Telephone:	Telephone:
Email address:	Email address:	Email address:
1.1 Brief description of the applicant company business:		
1.2 Class and type of Securities/Description and features of Securities to be admitted:		
1.3 Other listings (Provide the name of any other exchange outside Nigeria on which the security is already listed):		
Trading History		
2.1 Please provide contact information for the applicant company's Registrars		
<ul style="list-style-type: none"> • Name: • Address: • Telephone: • Email address: 		
2.2 Has the securities ever been traded on another exchange? Yes No		
2.3 Does the applicant company have any other class of shares? Yes No If yes, please give details		
2.4 Has the applicant company ever applied to have its shares traded on another market and been denied? Yes No If yes, please provide name of market, dates and reason for denial.		



2.5 Has the applicant company ever been suspended from trading or delisted by an exchange or had trading in its securities halted?

Yes No

If yes, please give details.

Was the action which gave rise to the suspension or halts remedied? **Yes No**

2.6 Has the applicant company ever been in default of its obligations on an exchange? **Yes No** If yes, please give details.

Mode of Payment

Payments can be made by either Bank draft raised in favor of NASD or by Bank transfer.

- Kindly tick the mode of payment **a) Bank draft, b) Bank transfer**
- For Bank transfer details, kindly contact an NASD adviser by sending an email to finance@nasdng.com

Supporting documents

- Kindly submit copies of the supporting documents with your application and tick off the box :-

Applicant's company profile	
Sworn undertaking by the applicant company to comply with the applicable Rules and the SEC Code of Corporate Governance	
Copy of Certificate of Incorporation of the applicant company	
Resolution authorising the application to admit the company	
Copy of Memorandum and Articles of Association	
Copy of Certificate of registration of securities	
If it is a Debt Instrument, copy of Trust Deed or conditions governing the instrument	
Certified copy of registered office address	
Certified copy of Particulars of Directors	
Certified copy of Particulars of Shareholders	
Copy of audited accounts/Financial Statement for the past 3 years	
Evidence of payment of applicable fees	
Copy of approved prospectus	

NASD reserves the right to request for additional information and documentation. The review process may take up to 4 weeks

Authorization and Affirmation

This information is provided on behalf of the applicant company for the purpose of admitting it to the OTC Market. This is to affirm and certify that we are advisers to the applicant company and have the legal authority to provide information on behalf of the applicant company. We declare that to the best of our knowledge, the above information provided is true and accurate as of this date and we will promptly notify NASD if any change to this information comes to our knowledge in the first 6 months from the date of this application.

Please note that the applicant company has a continuing duty to update responses to each of the questions in this application whenever there is a material change to the information previously given.

Name of Director:	Name of Company Secretary:
Signature:	Signature:
Corporate Seal:	Date:

FORM OF GENERAL UNDERTAKING

[To Be Printed on Company's Letterhead]

GENERAL UNDERTAKING BY THE COMPANY TO ABIDE BY THE RULES AND REGULATIONS OF NASD OTC SECURITIES EXCHANGE

(DATE)

The Managing Director

NASD PLC
UBA House
57, Marina Road
Lagos Island,
Lagos.

Dear Sir,

UNDERTAKING TO ABIDE BY THE RULES AND REGULATIONS OF NASD OTC SECURITIES EXCHANGE

(insert name of the company) acknowledges that the privilege to remain on NASD OTC Securities Exchange (NASD) is subject to the approval of the Board of NASD PLC and hereby undertakes to abide by the Rules of NASD, the Code of Conduct for Capital Market Operators as outlined by the Securities and Exchange Commission, the Codes of Corporate Governance issued by the Securities and Exchange Commission and the Financial Reporting Council of Nigeria and any other applicable rules governing the business of NASD OTC Securities Exchange.

More specifically, (insert name of the company) hereby resolves and undertakes:

1. Financial Statements

- 1.1. To submit to NASD, quarterly financial statements not later than 30 days from the end of each quarter.
- 1.2. To submit to NASD, Audited Financial Statements not later than 90 days from the end of the Company's financial year end.

2. Disclosures

To immediately notify NASD of:

- 2.1. any change in the Directorate of the company;
- 2.2. any announcement of dividends, changes in capital structure or new issues of securities;
- 2.3. any alteration of the Memorandum or Articles of Association of the company;

- 2.4. any change that brings the beneficial ownership of the company's shares to five per-cent (5%) or more;
- 2.5. any change in the general character or nature of the business of the company;
- 2.6. any new information which hitherto was not available at the time of admission of the company to NASD or may be requested by NASD;
- 2.7. ay other information necessary to enable shareholders to appraise the position of the company and to avoid the establishment of a false market in the securities of the company.

3. To act in an ethical manner while trading on the NASD OTC Securities Exchange.

Thank you.

Your Faithfully,
For: (name of Company)

Company Secretary/Director

Director