

REQUIREMENTS FOR ADMISSION OF COMPANY – FULL LISTING

Page 1 of 2

Below are the documents/information required for admitting a company on the NASD OTC Market:

1. Complete NASD Form 2 (downloadable from our website www.nasdnng.com)
2. Submit completed NASD Form 2 and non-refundable fees payable in full at the time of application. The Form to be submitted by a Participating Institution (Issuing House) registered with NASD should be accompanied by the following supporting documents:
 - Applicant company's profile (including corporate information, history and business, board and management profile, financial information, etc.)
 - Letter from the Participating Institution introducing the applicant company
 - Sworn undertaking by the Issuer to comply with the applicable Rules and the SEC Code of Corporate Governance
 - Copy of applicant's Certificate of Incorporation
 - Board and Company Resolution authorising the application to list the Company on the NASD OTC Securities Exchange.
 - Copy of Memorandum and Articles of Association (where there have been alterations, CTC of the updated Memorandum and Articles of Association)
 - Copy of Certificate of Registration of Securities with the SEC and approved Prospectus
 - Copy of Trust Deed or Conditions governing the instrument (in cases of debt instruments),
 - Certified copy of registered office address – CAC Form 6
 - Certified copy of Particulars of Directors - CAC Form 7 or CTC most recent Status Report from CAC
 - Certified copy of Particulars of Shareholders - CAC Form 2 or CTC most recent Status Report from CAC
 - Copy of Audited Financial Statements for the last 3 years
 - Evidence of payment of applicable fees
 - Executed Admission Agreement
 - Sworn Undertaking to disclose new and material information
 - Any other document as may be requested by the approval Committee
 - In addition, the applicant company will need to satisfy the conditions for admission into either the pink/blue tier as detailed in the attachment titled "Admission Requirements".

COST IMPLICATION

Please find below the fees payable to NASD for listing on the OTC Market:

Description	FEE
Application fee*	0.25%
Annual Listing fee	₦1,000,000

*Based on the value of the shares to be admitted

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Page 2 of 2

PROCESS

The applicant company is introduced by any of the registered Participating Institutions which shall ensure that the company meets the admission requirements.

The completed NASD Form 2 and supporting documents are submitted to NASD. Upon receipt of the application, NASD shall review same and if satisfied grant approval and place the Admitted Company in the appropriate market tier.

Company-Admission Process

