

Listing Your Company on the NEO Exchange

- 1** To start the listing process, an issuer must complete a Listing Agreement (Form 1) and Listing Application (Form 1A), provide supporting documents, and pay a non-refundable listing application fee as set out in the published listings fee schedule (which will be applied against the initial listing fee).
- 2** The Form 1A must be accompanied by an executed Personal Information Form (Form 3) or a Declaration (Form 3A or Form 3B, as applicable) from each Insider of the issuer.

If an Insider of the issuer has submitted a Personal Information Form (PIF) to the TSX, TSXV or CSE within the past 36 months, the Insider may submit a Declaration (Form 3B) with a copy of the PIF attached. NEO Exchange will conduct background checks based on the information provided.

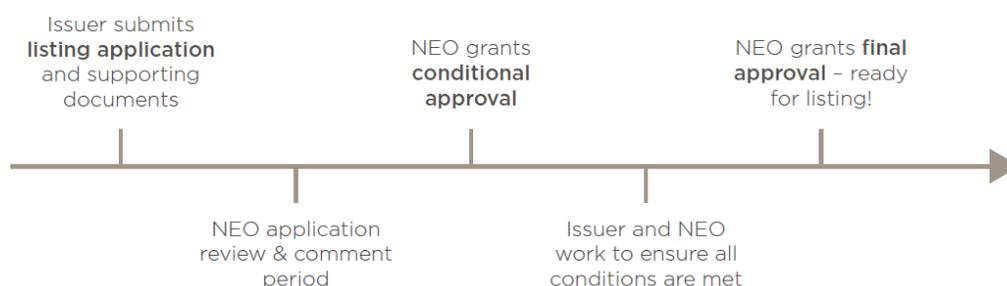
- 3** The issuer must also provide a copy of its Offering Document, which may be in draft or preliminary form.
 - For a traditional Initial Public Offering, the Offering Document is the long-form prospectus.
 - For a Reverse Takeover Transaction (RTO) listing, the Offering Document may be the management information circular which includes prospectus-level disclosure regarding the issuer resulting from the RTO.
 - For a direct listing by an issuer that is already a reporting issuer in Canada, the United States, or elsewhere, the Offering Document may be an annual information form (AIF), or the US / foreign equivalent.

The issuer must also provide any supplemental disclosure since the date of the Offering Document in order to ensure that the disclosure provided to the NEO Exchange is current.

- 4** While conducting the background checks as described above, the NEO Exchange will complete an initial review of the listing application and supporting documents. Once the NEO Exchange is satisfied that it would be appropriate to do so, we will grant conditional approval of the listing application. Our listings team will work with the issuer both before and after conditional approval to identify and resolve issues related to the listing to confirm that the issuer will meet all NEO Exchange listing requirements on or prior to the listing.

After conditional approval has been granted, the issuer must satisfy all conditions set out in the conditional approval letter and submit any supporting documents within 90 days. During this time, our listings team will work with the issuer to select the appropriate Designated Market Maker for their securities and the issuer may set a proposed date for listing the securities on the NEO Exchange.

- 5** Once the PIFs are cleared, the Designated Market Maker is chosen, and all other listing-related issues have been resolved, the NEO Exchange will be in a position to grant final approval of the listing.
- 6** We will issue a listings bulletin a few days prior to the listing date and the issuer's securities will be ready for its first day of trading as a Listed Issuer the NEO Exchange.
- 7** The issuer must provide a draft press release with information relating to the new issue and confirmation that the offering has closed least one business day before the listing date.



Our estimate is that the time from receipt of a complete application with all supporting documentation, to final approval should not exceed 5 weeks. This estimate is provided for indicative purposes only and does not account for any delays due to the issuer, regulatory authorities and/or PIF approvals.