

PRACTICAL INFORMATION ON THE PROCESS OF ADMISSION TO TRADING ON OSLO BØRS/EURONEXT EXPAND

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INFORMATION TO BE SENT TO OSLO BØRS BY SPECIFIED DEADLINES

This document relates to applications for admission to trading on Oslo Børs or Euronext Expand. As part of the admission process and, if the application is approved, the procedures for admission to trading itself, the Issuer must provide information on the Issuer and the Issuer's contact persons.

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

This document details the additional information that the Issuer must send to Oslo Børs and the deadline for submission, divided into information that must be sent to Oslo Børs before the Issuer submits its formal application for admission to trading and information that must be sent in the period between submittal of the application and the first day of trading. The document also provides some guidance in respect of the admission to trading 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 Issuer 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.

1 INFORMATION REQUIRED BEFORE MAKING THE APPLICATION

1.1 15 TRADING DAYS BEFORE THE APPLICATION

1.1.1 LANGUAGE

Issuers 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. Section 5-13 of the Securities Trading Act. If such Issuer wishes to publish its announcements solely in English, it must apply for an exemption to this effect. If the Issuer wishes to apply for an exemption from the language requirement, it must submit an application for this no later than 15 Trading Days before submitting its application for admission to trading on Oslo Børs or on Euronext Expand. 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.

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

The Issuer 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 admission to trading on Oslo Børs or Euronext Expand. Once an Issuer 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 admission to trading in Norway is a primary or secondary listing), and to Issuers for which Norway is a host state if their Securities are only admitted to trading on Oslo Børs or Euronext Expand.

1.2.1 DUTY TO FILE WITH THE OAM VIA A THIRD PARTY OR VIA OSLO BØRS NEWSPOINT

An Issuer with Shares that are either admitted to trading on Oslo Børs or Euronext Expand, or that has submitted an application for such admission to trading, 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 Shares admitted to trading on Oslo Børs or Euronext Expand, or that have submitted an application for such admission to trading, 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.

Further information on publication through the Oslo Børs Publication Service is available on: https://www.euronext.com/en/corporate-services/oslo-bors-publication-service

1.2.3 COPY OF INFORMATION

Issuers 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 Issuer 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 TRADING DAYS BEFORE THE APPLICATION

1.3.1 OSLO BØRS NEWSPOINT AND INSIDER REGISTER



Login to the Oslo Børs NewsPoint service is performed via the customer portal Euronext Connect ¹("Connect"). User administration is also performed via this portal.

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 Issuer/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: corporate.services@oslobors.no

If the Issuer 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 Issuer 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 Issuer uses a third party to carry out the duties set out in section 1.2. The purpose of this is to allow the Issuer to carry out its duties if for any reason the third party should fail to carry out these duties on the Issuer's behalf. It will not be possible to use a news distributor to fulfill the obligations of registering primary insiders, Issuer/company information and financial calendar. This must be done in NewsPoint.

User administration:

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 via Connect and give access to the different modules in NewsPoint. The Issuer'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 the system, please contact Market Administration by e-mail MA@oslobors.no, no later than five Trading Days before the application for admission to trading is submitted.

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

Oslo Børs recommends that the Issuer identifies more than one user to Oslo Børs NewsPoint to make sure that the Issuer at all times is able to handle the Issuer'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 Issuer 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 Issuer must contact the Market Administration department either by e-mail to MA@oslobors.no no later than five Trading Days before submitting

¹ Euronext Connect is the Euronext customer portal, where companies will find information about their listing. It contains exclusive real-time monitoring of your company's shares, historical trading data and will allow you to manage subscriptions to news alerts and a daily summary of the trading in your stock.



the application for admission to trading.

1.3.3 SUBMISSION OF LEI CODE

In accordance with EU-regulations and the EEA Agreement, all Issuers 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 Issuers in an admission to trading process and the Issuer 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

The Issuer's LEI code shall be included in the key information described in section 1.3.5 and Appendix 1.

1.3.4 SUBMISSION OF CFI, FISN AND ICB

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 admission to trading from all Issuers in an admission to trading process.

Verdipapirsentralen ASA (VPS) is appointed as National Numbering Agency and issues 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.

ICB is an industry classification benchmark that allocates companies to subsector whose definition closely describe the nature of its business. For further information on ICB, see Notis 3.4. section 4 (3) item 32. CFI,FISN and ICB shall 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 Issuer. This information must be sent to Oslo Børs no later than five Trading Days before the application for admission to trading on Oslo Børs or Euronext Expand is submitted. The Issuer should therefore complete and send a copy of Appendix 1 to the Market Administration department by e-mail to MA@oslobors.no, with a copy to the Case Officer.

1.3.6 THE ISSUER'S TICKER CODE

Since the Issuer will be subject to the duty of disclosure as soon as it submits its application, the Issuer'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 Issuer's name, and the first letter of the code must be the same as the first letter of the Issuer's name. The ticker code must be between three and five characters.



The Issuer must send its proposal for a ticker code to the Market Administration department by e-mail to MA@oslobors.no, with a copy to the Case Officer, no later than five Trading Days before the application for admission to trading on Oslo Børs or Euronext Expand is submitted. Oslo Børs will liaise with the Issuer in order to determine a ticker code no later than two Trading Days before the Issuer submits its application for admission to trading.

1.3.7 LOGO AND ISSUER PRESENTATION TEXT

With effect from the date it applies for admission to trading, the Issuer will appear on Euronext website with its logo and a short presentation text. 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 Oslo Børs has made its decision on the Issuer's application for admission to trading

The logo and Issuer presentation text (maximum of 500 characters including spaces) must be sent to the Market Administration department by e-mail to MA@oslobors.no and newlisting@oslobors.no with a copy to the Case Officer, no later than five Trading Days before submitting its application for admission to trading.

1.3.8 MANAGEMENT COMPANIES

Management Companies (as defined in Rule Book II) are obliged to comply with the provisions to which the Issuer applying for admission to trading would be subject were it to have carried out these functions itself. The Issuer applying for admissin to trading shall guarantee that any breach of the Rules applying for Issuer's with Shares admitted to trading on Oslo Børs or Euronext Expand caused by the party that carries out the operations or activities shall be dealt with as if the breach was caused by the Issuer itself.

No later than five Trading Days before the application for admission to trading is submitted, the Management Company and the Issuer must enter into a standard agreement with Oslo Børs setting out the responsibilities and duties of the Issuer and the Management Company vis-à-vis Oslo Børs. The standard agreement which has form as a statement of acceptance must be sent to the Case Officer, with a copy to the Market Administration department by e-mail to MA@oslobors.no.

The standard agreement *Statment of acceptance - Management Companies* is available from our website: https://www.oslobors.no/ob_eng/Oslo-Boers/Regulations/Notices-and-other-documentation

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 Regulation of 30 June 2010 No. 1055 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 three 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:

 $\underline{https://www.finanstilsynet.no/en/finanstilsynets-registry/register-for-third-country-auditors-and-audit-entities/?id=}$

Third-country Issuers applying for admission to trading 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 Trading Days prior to the deadline for submitting an application for admission to trading.

2 APPLICATION FOR ADMISSION TO TRADING

2.1 ADMISSION TO TRADING AGREEMENT AND LEGAL OPINION FOR FOREIGN ISSUERS

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

The admission to trading 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.

The standard agreement *Statement of acceptance-Admission to trading of foreign issuers* is availabe on the follwoing link on our website: https://www.oslobors.no/ob_eng/Oslo-Boers/Regulations/Notices-and-other-documentation

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 Issuer subsequently withdraws the application, or if Oslo Børs does not approve the application, this will also be announced by the Market Administration. In either case, the Issuer will then no longer have access to Oslo Børs NewsPoint.

3 INFORMATION REQUIRED AFTER THE APPLICATION IS SUBMITTED

3.1 THE DAY AFTER THE APPLICATION FOR ADMISSION TO TRADING IS SUBMITTED TO OSLO BØRS

3.1.1 REGISTRATION OF ISSUER/COMPANY INFORMATION IN NEWSPOINT

In the function "Company Information" in the Oslo Børs NewsPoint electronic portal, the Issuers must update and check the information about the Issuer required by Oslo Børs. Logon is the same as 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 Issuer. The requirement to register and maintain Issuer/company information is set out in section 2.7 of Rule Book II. We request the Issuer to register Issuer/company information the day after the Issuer's application for admissio to trading 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 when the registration is complete.

3.1.2 LIST OF PRIMARY INSIDERS

The Issuer must produce a list of its primary insiders and close associates when the application for admission to trading is submitted to Oslo Børs, cf. MAR article 19 no. 5 and the Securities Trading Regulations, Section 3-3. Primary insiders and their close associates must be registered using the Oslo Børs primary insider register system. This must be registered within the end of the day after the Issuer has applied for admission to trading. The registered information must be kept up to date with any subsequent changes without undue delay. It is the issuer who is responsible for registering primary insiders and close associates in the primary insider register of Oslo Børs.

For access to the insider register and user guidelines, please see section 1.3.1. The name of the Issuer, the names of its primary insiders and their position with the Issuer will be available to the public through our website. Additional data registered in the Oslo Børs insider register system is handled confidentially.

3.1.3 SPECIAL PROVISIONS FOR REGISTRATION OF AUDIT COMMITTEE INFORMATION IN NEWSPOINT

Issuers must have an Audit Committee or equivalent corporate body with the duties and composition mentioned in Article 41 of the Statutory Audit Directive 2006/43/EC. See also Rule Book II section 3.1.3.6.

Section 12-1 the Securities Trading 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 Oslo Børs NewsPoint the day after the application for admission to trading 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 Issuer. For a more detailed description of the functionality "Company Information" see section 3.1.1 regarding registering of other Issuer/company information in NewsPoint.

3.2 GENERAL INFORMATION REGARDING REGISTRATION OF THE SHARES IN THE TRADING SYSTEM

The Issuers Shares will be registered in the trading system (Optiq) in the afternoon two days prior to the first day of trading. The registration in Optiq will be visible for external parties the following day. For the sake of clarity this registration is required for technical purposes and does not in itself imply that all the conditions and documentation requirements for admission to trading have been met.

3.3 BY 13:00 HOURS ON THE TRADING DAY BEFORE THE FIRST DAY OF ADMISSION TO TRADING

3.3.1 TECHNICAL INFORMATION FOR ADMISSION TO TRADING

No later than 13:00 hours on the Trading Day before the first day of admission to trading, the Issuer must send certain technical admission to trading information to Oslo Børs. 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 Issuer.



Appendix 2 provides a format for submitting the technical admission to trading information. This appendix must be submitted to the Market Administration department by e-mail to MA@oslobors.no as soon as possible and no later than 13:00 hours on the Trading Day before the first day of admission to trading, with a copy to the Case Officer.

In addition, some other documentation must be received by Oslo Børs <u>at the latest</u> 13:00 hours on the same day, as further set out in Notice 3.4 section 8.

4 MARKING THE FIRST DAY OF ADMISSION TO TRADING

Please contact the Case Officer to agree the arrangements for marking the first day of trading and the possibility of the Issuer giving a presentation on this day.

5 OTHER INFORMATION

5.1 FINANCIAL CALENDAR

Pursuant to Section 4.4.3 of Rule Book II, all Issuers must publish a financial calendar once a year.

In the function "Financial Calendar" in the Oslo Børs NewsPoint portal, the Issuers must register and publish the content of its financial calendar no later than on the first day of admission to trading. On the basis of the registration a stock exchange announcement will automatically 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. 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 Issuer to register the financial calendar no later than on the first day of admission to trading. Kindly send a confirmation to the Market Administration department by e-mail to; MA@oslobors.no and Case Officer when the registration is complete.

6 SUMMARY OF THE INFORMATION TO BE SUBITTED TO OSLO BØRS

MA = Market Administration, MA@oslobors.no

CO = Corporate Communications, communications@oslobors.no

NL = New listing, newlisting@oslobors.no



Information prior to submitting the application for admission to trading:

Section	Description	Deadline	Send to	Appendix
1.1.1	Exemption from	15 Trading Days before	Case Officer +	
	language	filing the application	copy to MA	
	requirement			
1.3.1	Access to Oslo Børs	5 Trading Days before	MA + copy to	
	NewsPoint (via Connect)	filing the application	Case Officer	
1.3.3	Key information,	5 Trading Days before	MA + copy to	Appendix 1
1.3.4	including LEI , CFI,	filing the application	Case Officer	
1.3. 5	FISN and ICB			
1.3.6	Ticker code for the	5 Trading Days before	MA + copy to	
	Issuer	filing the application	Case Officer	
1.3.7	Logo and	5 Trading Days before	MA and NL +	Appendix 3
	presentation text	filing the application	copy to Case	
			Officer	
1.3.8	Management	5 Trading Days before	Case Officer +	
	Companies	filing the application	copy to MA	
1.3.9	For Issuers	5 Trading Days before	Case Officer	
	registered in	filing the application		
	countries outside the			
	EU/EEA: registration			
	of auditor with the			
	Norwegian			
	Supervisory			
	Authority			
	(Finanstilsynet)			
2.1	Admission to trading	No later than the time at	Case Officer	
	agreement and legal	which the application		
	opinion for foreign	must be submitted		
	Issuers			

<u>Information following the application for admission to trading:</u>

Section	Description	Deadline	Send to	Appendix
3.1.1	Registration of	The day after	MA + copy to	
	Issuer/company	application is submitted	Case Officer	
	information in			
	NewsPoint			



			🌞 0	SLO BØRS
3.1.2	Registration of primary insiders	The day after the Issuer has been gived access to the system (Oslo Børs NewsPoint)		



3.2.1	Technical admission to trading information	By 13:00 hours on the Trading Day prior to the first day of admission to trading	MA + copy to Case Officer	Appendix 2
5.1	Financial calendar	No later than on the first day of admission to trading	MA + copy to Case Officer	



7 APPENDICES

APPENDIX 1 – KEY INFORMATION

INFORMATION ON A NEW ISSUER ON OSLO BØ	SRS/EURONEXT	EXPAND
Company name:		
LEI code:		
CFI:		
FISN:		
ICB:		
Company registration number:		
Address:		
Office address, if different to above address:		
Telephone number:		
Chief Executive Officer:		
Chief Financial Officer:		
Main marketplace contact:		
Alternative market place contact:		
Contact persons for the marketplace: main/alternative	Main	Alternative
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:		
Admitted to trading 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 Issuer:		

APPENDIX 2 – TECHNICAL ADMISSION TO TRADING INFORMATION

ADMISSION TO TRADING OF NEW ISSUER ON OSLO BØRS/EURONEXT		
EXPAND		
Estimated market value per Share and the basis for the		
estimate: : ²		
Currency:		
Nominal (par) value:		
Share capital admitted to trading:		
Number of Shares admitted to trading:		
Total Share capital:		
Number of votes per Share:		
Issuer's holding of own Shares:		
First day of trading:		

² Please note that note a that estimated market value per Share will be published by Oslo Børs prior to admission to trading. A new Issuer will be integrated in the market capitalisation compartment from its admission to trading. The Euronext Notice N°6- 02 on the Classification in Market Capitalisation Compartments provides information on the way securities are allocated to distinct compartments based on market capitalisation. For the sake of clarity please note that Oslo Børs normally will use the estimated market value per share and total share capital excluding the Issuer's holding of own Shares as the basis for allocation into the market capitalisation compartment.