**APPLICATION FORM (1:1)**

**ADMISSION TO TRADING OF BONDS OR COMMERCIAL PAPERS ON OSLO BØRS – NEW ISSUERS[[1]](#footnote-1)**

# APPLICATION FOR ADMISSION TO TRADING

## Introduction

This application form (the “**Application**” or the “**Application Form**”) only applies to Issuers that as the date of this Application does not have any bonds or commercial papers admitted to trading on Oslo Børs. For admission to trading of bonds or commercial papers, the Issuer must in addition to this Application Form fill out a separate applicaton form with further information regarding the bonds (application form 1:2 or 1:3) or commercial papers (application form 1:4). For recurring Issuers, it is not required to fill out this Application Form (1:1) each time a new bond loan or commercial paper loan are admitted to trading.

The Issuer must address all sections of the Application Form. If specific sections are not relevant, this must be stated in respect of each such section. Guidance about which information that shall be given is provided in each section. The Issuer may provide additional information if desired.

The order of the Application Form must not be changed and no sections shall be deleted. Extracts from the admission to trading rules for bonds as set out in Rule Book I, Rule Book II chapter 5 and Notice 5.2 regarding procedures, documentation requirements and timetable for application for admission to trading of bonds on Oslo Børs are included in separate boxes.

## Information about the Issuer

### Corporate information

* Please fill in the table below.

|  |  |
| --- | --- |
| Name of the Issuer: |  |
| Company registration number: |  |
| Legal status of the Issuer: |  |
| Postal address: |  |
| Visitors address: |  |
| Web page: |  |
| Telephone: |  |
| E-mail address: |  |
| Home state, cf. Rule Book II section 6.4:  |  |

### Codes

|  |
| --- |
| **Rule Book I section 61004A/1**An Issuer shall take all necessary measures to have its LEI active for as long as its financial instruments are admitted to trading on a Euronext Securities Market. |

* Please fill in the table below.

|  |  |
| --- | --- |
| LEI code: |  |

### Primary contact persons

|  |
| --- |
| **Rule Book II section 2.4**The Issuer shall at all times have designated contact persons who can be contacted by Oslo Børs. It must be possible to reach the contact person without undue delay.**Notice 5.2 section 1 (5) no 3**The application shall in particular contain or have appended to it (…) the Issuer’s contact persons vis-à-vis Oslo Børs, cf. Rule Book II section 2.4. |

* Please fill in the tables below.

|  |  |
| --- | --- |
| **CEO** |  |
| Name: |  |
| E-mail address: |  |
| Telephone: |  |

Primary contact person: [ ]  Secondary contact person: [ ]

|  |  |
| --- | --- |
| **CFO** |  |
| Name: |  |
| Position: |  |
| E-mail address: |  |
| Telephone: |  |

Primary contact person: [ ]  Secondary contact person: [ ]

|  |  |
| --- | --- |
| **Head of IR** |  |
| Name: |  |
| E-mail address: |  |
| Telephone: |  |

Primary contact person: [ ]  Secondary contact person: [ ]

If none of the above are primary and/or secondary contact persons, please include information in the tables below:

|  |  |
| --- | --- |
| **Primary contact person** |  |
| Name: |  |
| Position: |  |
| E-mail address: |  |
| Telephone: |  |

|  |  |
| --- | --- |
| **Secondary contact person** |  |
| Name: |  |
| Position: |  |
| E-mail address: |  |
| Telephone: |  |

## Financial information and reporting

### Publishing of financial information

|  |
| --- |
| **Rule Book II section 5.1.2.2****Notice 5.2 section 1 (5) no 2** The application shall in particular contain or have appended to it (…) the annual report for the two preceding financial years or for such shorter accounting period that the Issuer has been in existence. Half-yearly report (alternatively interim report for a period shorter than six months) if such a report has been produced since the most recent annual report. It must be stated whether the interim report has been audited. |

* Please include information as set out below.

Planned reporting: *Quarterly:* [ ]

*4-month basis:* [ ]

 *Semi anually:* [ ]

Expected date for publishing annual report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expected date for publishing semi annually/

4-month basis financial accounts: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does the Issuer have any bonds

admitted to trading on

other markets? If so, which market place? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Confirmation regarding auditor (only required for Issuers registered outside the EEA)

|  |
| --- |
| **Notice 5.2 section 5 no 2**For Issuers registered outside the EEA, a confirmation shall be given in the application that the auditor and audit firms that audit the Issuer are registered with the Norwegian Financial Supervisory Authority's (Finanstilsynet) register of auditors. |

* Please include information as set out below.

|  |  |
| --- | --- |
| Name of auditor firm:  |  |
| Name of auditor: |  |

The Issuer hereby confirms that the auditor and audit firm that audit the Issuer are registered with the Norwegian Financial Supervisory Authority's (Finanstilsynet) register of auditors:

Yes: [ ]  No: [ ]

## Audit Committee[[2]](#footnote-2)

|  |
| --- |
| **Rule Book II section 5.1.6****Notice 5.2 section 1 (5) no 5**The application shall in particular contain, or have appended to it (…) documentary evidence to confirm that the Issuer’s Audit Committee satisfies the requirements set out in Rule Book II section 5.1.6. |

● Please include required information below.

Which legislation on Audit Committees applies to the Issuer:

*Norwegian Public Limited Liability Company Act § 6-41* [ ]

*Financial Undertakings Act § 8-20* [ ]

*Article 41 of the EU Statutoty Audit Directive* [ ]

*Other EU/EEA legislation* [ ]

An Issuer that has established an Audit Committee pursuant to Article 41 of the Statutory Audit Directive must provide information on how its Audit Committee is established:

*Members of the company’s board of directors* [ ]

*Members of the general meeting* [ ]

*Members of a supervisory body (please identify* [ ]

*the supervisory body in the free text field below)*

*Not relevant* [ ]

Does the entire board of directors’ function as the Audit Committee?

*Yes:* [ ]   *No:* [ ]

Name of the independent member(s) that have competence in accounting and/or auditing:

|  |  |
| --- | --- |
| Member (1) |  |
| Member (2) |  |

Other information / Free text field:

*[Include text if relevant]*

# SIGNATURES

The application for admission to trading must be authorized by the Issuer’s board of directors or equivalent corporate body, and must be signed by such body or an official of the Issuer with the necessary authority. By submitting this Application, the Issuer confirms that it undertakes to comply with the rules for Oslo Børs.

Signature and date (the Issuer): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name and title in block capitals)

# Billing information

|  |  |
| --- | --- |
| First Name: |  |
| Last Name: |  |
| Job Detail: |  |
| Department: |  |
| Postal Address: |  |
| VAT code: |  |
| E-mail: |  |

# DOCUMENTS TO BE ATTACHED TO THE APPLICATION

|  |  |  |
| --- | --- | --- |
|  | **Documentation:** | **Please include attachment number:** (Alternatively, “not relevant”, or other comments) |
| 1. | Administrator form for access to NewsPoint[[3]](#footnote-3) |  |
| 2. | Copy of the annual report for the two preceding financial years and any half-yearly report (alternatively interim report for a period shorter than six months) if such a report has been produced since the most recent annual report, including a statement whether the interim report has been audited. The financial reports shall also include relevant auditor’s statements. |  |
| 3. | The Issuer’s articles of association or equivalent constitutional document(s) where appropriate. |  |
| 4. | Copy of the signed disclosure and distribution agreement.[[4]](#footnote-4) |  |
| 5. | Signed statement(s) of acceptance from the Issuer and Management Company(-ies), if relevant.[[5]](#footnote-5)  |  |
| 6.  | Admission to trading agreement Oslo Børs (foreign Issuers).[[6]](#footnote-6) |  |

1. Issuers with Shares or Equity Certificates admitted to trading on Oslo Børs or Shares admitted to trading on Euronext Expand do not have to fill in this form, but must issue a signed statement of acceptance for Management Companies, if relevant, cf. Rule Book II section 5.1.5.1 (2) and Notice 5.2 section 1 (5) item 4. [↑](#footnote-ref-1)
2. Municipalities and county municipalities (Nw.: *kommuner og fylkeskommuner*) are exempted, cf. Rule Book II section 5.1.6 (3) no 2. [↑](#footnote-ref-2)
3. Referance is made to Rule Book II section 2.5. Issuers must within the first day of trading register information about the Issuer that Oslo Børs requires to be recorded in its electronic portal for issuers, NewsPoint, by filling out the Administrator form for access to Newspoint. Please contact the market administration at Oslo Børs at ma@oslobors.no in order to receive the Administrator form. The form shall be attached to the Application, and must also be submitted in a separate e-mail to: ma@oslobors.no [↑](#footnote-ref-3)
4. The Issuer must enter into a separate agreement with Oslo Børs for the distribution of information through the Oslo Børs news feed service ("**Oslo Børs Publication Service**") in order to fulfil the public discolsure requirement as set out in Rule Book II section 2.6. The agreement is available here: <https://www.oslobors.no/ob_eng/Oslo-Boers/Regulations/Notices-and-other-documentation>

Alternatively, if the Issuer wishes to use a distributor other than the Oslo Børs Publication Service, the Issuer must give the distributor in question a third-party letter of authority so that it can act on behalf of the Issuer. A standard form for the letter of authority can be downloaded from NewsPoint by accessing the 'Help' function after logging in, and the completed letter of authority must be sent to ma@oslobors.no no later than at the time of the application for admission to trading. [↑](#footnote-ref-4)
5. Reference is made to Rule Book II section 5.1.5.1 regarding Management Companies. Prior to submitting an application for admission to trading, the Management Company and the Issuer must give a statement of acceptance that regulates the responsibilities and duties of the Management Company and the Issuer vis-à-vis Oslo Børs. The statement shall be attached to the Application. The statement is available here: The agreement is available here: <https://www.oslobors.no/ob_eng/Oslo-Boers/Regulations/Notices-and-other-documentation> [↑](#footnote-ref-5)
6. Reference is made to Notice 5.2 section 5 no 3. The admission to trading agreement is available here: <https://www.oslobors.no/ob_eng/Oslo-Boers/Regulations/Notices-and-other-documentation> [↑](#footnote-ref-6)