

# **SEDAR® SUBSCRIBER UPDATE**

## **March 19, 2003**

### **Annual Information Form (AIF) Filings on SEDAR**

The following is a summary of the AIF SEDAR filing instructions for POP and non-POP issuers:

#### **1. POP Issuers**

##### **(a) National Instrument 44-101 “Short Form Prospectus Distributions” (NI 44-101) Filing**

- File the AIF under “Other Issuers/ Securities Offerings/ Annual Information Form (NI 44-101)”, select either Initial or Renewal AIF and attach applicable documents.

##### **(b) Multilateral Instrument 45-102 “Resale of Securities” (MI 45-102) Filing**

- Create a new SEDAR project under “Other Issuers/ Continuous Disclosure/ Resale of Securities (MI 45-102)” and file the Qualifying Issuer Certificate (Form 45-102F2) in the Notice subfolder. In the cover letter, include the SEDAR project number of the POP AIF.

#### **2. Non-POP Issuers**

##### **(a) Quebec, Ontario and/or Saskatchewan**

- i. To comply with Commission des valeurs mobilières du Québec (CVMQ) Regulations, Section (S.) 163, Ontario Securities Commission Rule 51-501 “AIF and MD&A” (OSC Rule 51-501) and/or Saskatchewan Local Instrument 51-501 “Annual Information Form and Management’s Discussion & Analysis” (SSC Instrument 51-501):

- File the AIF under “Other Issuers/ Continuous Disclosure/ Annual Information Form (Non-POP Issuers.)”

- ii. MI 45-102 Filing (and/or CVMQ Blanket Order 2001-C-0507)

(A) If AIF filed per (i) above, create a new SEDAR project under “Other Issuers/ Continuous Disclosure/ Resale of Securities (MI 45-102)” and file the Notice of alternative form of AIF (as required under Part 3.1(2) of MI 45-102) (the Notice) and Form 45-102F2 in the Notice subfolder. In the Notice, include the SEDAR project number of the Non-POP AIF filing.

(B) If not required to file the AIF under CVMQ Regulations S. 163, OSC Rule 51-501 and/or SSC Instrument 51-501, file the AIF under “Other Issuers/ Continuous Disclosure/ Resale of Securities (MI 45-102.)” Under the same SEDAR project, in the Filing Management screen, select File/ Add to a Filing, and file the Notice and Form 45-102F2 in the Notice subfolder.

(b) British Columbia and/or Alberta Non-POP Issuers (file same as (2)(a)(ii)(B))

- File AIF under “Other Issuers/ Continuous Disclosure/ Resale of Securities (MI 45-102)” and in the same SEDAR project, file the Notice and Form 45-102F2 in the Notice subfolder.

**Paper filings - Forms 45-102F1 and 45-102F3 and applications for discretionary relief**

- these documents are filed in paper with all applicable jurisdictions

**Commission Fee Description Changes**

CDS would like to inform subscribers of changes to the Saskatchewan Financial Services Commission - Securities Division fee schedule that is now in effect. The new fee descriptions are as follows:

“Prefiling and waiver applications under NP 43-201(NIL)”

“Preliminary base shelf prospectus filed pursuant to NI 44-102, regardless of the number of classes of securities (\$1,000.00)”

Please note the fee changes are effective immediately and SEDAR will be updated at a later date to reflect these changes. A subsequent subscriber notice will advise on the scheduled code update.

**Note:**

For any filing fees payable prior to the SEDAR code update to implement these changes, filers are asked to enter the new fee on the first line of the existing fee schedule:

“Preliminary prospectus or proforma prospectus (\$1,000 per issuer)”

Once the fee schedule has been updated on SEDAR, the applicable filing fee should be entered on the appropriate line.

## 2003 Statutory Holidays

Below is the listing of 2003 Statutory Holidays recognized by Province and the availability of the SEDAR server.

STATUTORY HOLIDAY	DATE OF HOLIDAY	HOLIDAY RECOGNIZED BY PROVINCE				SEDAR SERVER AVAILABILITY
		BC	AB	ON	QC	
Good Friday	April 18	√	√	√	√	Not Available
Victoria Day	May 19	√	√	√	√	Not Available
St-Jean Baptiste Day	June 24	-	-	-	√	Available
Canada Day	July 1 <sup>st</sup>	√	√	√	√	Not Available
Civic Day/ British Columbia Day	August 4	√	√	√	-	Available
Labour Day	September 1 <sup>st</sup>	√	√	√	√	Not Available
Thanksgiving	October 13	√	√	√	√	Not Available
Remembrance Day	November 11	√	√	-	-	Available
Christmas Day	December 25	√	√	√	√	Not Available
Boxing Day	December 26	√	√	√	√	Not Available

**For more information, please contact your local SEDAR Customer Service Representative or the CDS INC. Help Desk at 1-800-219-5381.**

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