

# **SEDAR® Subscriber Update**

## **June 27, 2016**

### **Code Update (Version 008.056.000)**

A SEDAR code update is scheduled for Monday, July 4, 2016.

You are encouraged to obtain the code update as soon as possible on or after July 4, 2016 by following these procedures:

1. Start the SEDAR program;
2. Select File menu; and
3. From the File menu, select Receive items from SEDAR server.

This code update will bring the SEDAR client application up to version 008.056.000. The update will ensure that the application is ready for use before you actually have to perform any business functions.

Once the code update has been downloaded, close the SEDAR program and follow the instructions below to execute the code update:

1. Click the Start button located at the bottom left corner of the screen;
2. Select Programs; and
3. From the Program menu, select SEDAR and then select Code Update.

### **TMP Filings**

All filings that have been saved but not submitted (shown as TMP on your Filing Management screen) should be either submitted by Thursday, June 30, 2016 or deleted. To delete any TMP filings, highlight the project and select File/ Remove Unsubmitted Filing(s).

## **Summary of Code Update Changes**

### **Exempt Market Offering and Disclosure Filings on SEDAR**

Effective June 30, 2016, all CSA jurisdictions will adopt a new harmonized report of exempt distribution (the New Report). The BCSC is developing a web-based filing system on eServices to accommodate the structured data format of the New Report. Issuers filing in British Columbia and Ontario will file the New Report with the BCSC and OSC by completing an electronic form on the BCSC's eServices and the OSC's Electronic Filing Portal, respectively.

In all CSA jurisdictions other than British Columbia and Ontario, issuers, except certain foreign issuers, will be required to file the New Report on SEDAR. Both the BCSC's eServices and the OSC's Electronic Filing Portal will generate an electronic PDF copy of the completed report, which issuers can then use to file on SEDAR.

Schedule 1 and Schedule 2 of the New Report must be filed in XLSX format using the Excel templates developed by the CSA and available on [www.securities-administrators.ca](http://www.securities-administrators.ca).

For further information on which exempt market filings will be required to be filed on SEDAR, please refer to Multilateral CSA Staff Notice 13-323 [Frequently Asked Questions About Making Exempt Market Offering and Disclosure Filings on SEDAR](#).

## Cover Page

For the “*Report of Exempt Distribution (NI 45-106)*” and “*Start-Up Crowdfunding – Report of Exempt Distribution (Form 5)*” filing types, both fields on page 2 of the cover page are now mandatory. If you leave the fields blank or if “No” is selected, the Submit button will not be enabled and you will receive a warning message.

## Filing Types

### Disclosure Documents (QC Sec. 37.2 Reg.)

This filing type has been removed from the Investment Fund and Other Issuers, Exempt Market Offerings and Disclosure filing categories.

## Document Types

### Prospectus Supplements (NI 44-102)

Additional SEDAR document types have been added to facilitate the filing of the various types of prospectus supplements to a base shelf prospectus, along with the related filing fee.

Separate document types have been added for the following prospectus supplements:

- Prospectus (non pricing) supplement
- Non-offering prospectus product supplement
  - would be used in connection with, for example, initiating the offering of specified derivatives or asset-backed securities or an at-the-market distribution
- Pricing supplement (other than specified derivative)
- Pricing supplement (specified derivative)
  - would be used in connection with the offering of specified derivatives or asset-backed securities
- Novel (per NI 44-102) pricing supplement
  - would be used in connection with the filing of a pricing supplement for a specified derivative or asset-backed security that requires pre-clearance under section 4.1 of NI 44-102

Amendments to each of the above prospectus supplements, except Novel (per NI 44-102) pricing supplement, have also been added. Please use the amendment document type for all amended and restated filings, as well as any refilings.

## Annual Financial Statements

The document name has been amended to include “3B” reporting issuers on the OSC document type “ON Form 13-502F1 (Class 1 and 3B Reporting Issuers - Participation Fee)”

## Report of Exempt Distribution

The documents “Schedule 2 of report of exempt distribution (45-106F1)” and “Schedule 2 of report of exempt distribution (45-106F1) (amended)” have been added to the Other Issuers / *Report of Exempt Distribution (NI 45-106)* filing type.

## Fee Changes

The Manitoba fee description “MB021” has been updated to reference both reports of exempt distribution and a report of a trade with an exempt purchaser.

“For the filing of a report of exempt distribution under NI 45-106 or a report of a trade with an exempt purchaser in accordance with Form 8, a fee of \$25.”

## SEDAR.com

### About SEDAR

As of Monday July 4, 2016 the following updated documentation will be available:

- [Creating a Report of Exempt Distribution NI 45-106 Filing](#) Quick Reference Guide
- [List of SEDAR Filing types, Filing Subtypes and Document Types](#)
- [Recipient agencies fees list](#)
- [Filer User's Guide](#)
- [Installation Guide](#) for Windows 8.1 and Windows 10

## SEDAR Windows 8.1 and Windows 10 Support

In response to SEDAR subscriber requests, CGI and the Canadian Securities Administrators have developed and will make available both 32-bit and 64-bit versions of Windows 8.1 and Windows 10 software install packages as of July 4, 2016.

Refer to our website [http://www.sedar.com/sedar/sedar\\_release\\_en.html](http://www.sedar.com/sedar/sedar_release_en.html) for:

- Installation Guides providing the minimum hardware and software requirements
- Windows 8.1 and Windows 10 download packages

**For more information, please contact the CSA Service Desk at 1-800-219-5381 or [sedar@csa-acvm.ca](mailto:sedar@csa-acvm.ca).**