

# SEDAR® Subscriber Update

March 5, 2018

## Peak Filing Period

Due to the heavy volume of submissions during the peak filing period of March and April, if filers receive an error message or have a connection issue upon submission of a filing, filers should first select "Refresh List" on their Filing Management page to confirm the filing was not successfully submitted before attempting to resubmit.

## Commission Fees

SEDAR allows for a maximum of 1600 fee transactions to be submitted per filing submission (Ex: filing with 150 funds in all 13 jurisdictions (150 x 13) means 1950 fee transactions). To submit more than 1600 fee transactions, filers should submit fees for a subset of jurisdictions initially, and then submit the remaining fees on the same project using the Add/Modify Fees function.

## Invalid Characters

Filers should avoid using copy paste functionality in SEDAR. Invalid characters (e.g. carriage returns) can be captured when using copy paste functionality in SEDAR which will generate an error or corrupt your filing/profile. Filers setting up profiles for multiple investment funds are encouraged to use the 'Copy Profile' option found under the File menu in Profile Management instead.

## Investment Fund Filings – TMP status

Prior to submitting a saved project (TMP status), filers are encouraged to refresh the investment fund profile(s) in their local Profile Management list and confirm the group referenced on the fund profile(s) corresponds with the group on the filing cover page to ensure a successful filing submission.

## Windows 10 Updates / Checkpoint VPN Incompatibility

Microsoft is currently rolling out releases to upgrade Windows 10. If you have this version of SEDAR installed, we have identified a component of Checkpoint that conflicts with these updates, causing the update to fail. We are investigating this issue with plans to provide an updated version of the Windows 10 SEDAR installer package as soon as possible.

In the interim, to successfully run the Microsoft update(s), the steps are as follows:

- Uninstall SEDAR and all its components
- Run the Windows update
- Re-install the SEDAR application

When uninstalling/reinstalling SEDAR, please refer to the [Installation Guide](#) under the [SEDAR Release](#) tab on [www.SEDAR.com](http://www.SEDAR.com). The SEDAR software installation package for Windows 10 is also available there.

To access/download the SEDAR client from SEDAR.com, a download log in and password are required. Filers can contact the CSA Service Desk for this information at 1-800-219-5381 and are advised to have the PIN and a user ID available for validation purposes.

## For your Reference

### Holiday Schedule

Statutory Holiday	Date	SEDAR Server Availability
Good Friday	March 30th	Not Available
Easter Monday	April 2nd	Available

For a full listing of the 2018 Statutory Holidays, please refer to the below:

[https://www.sedar.com/pdf\\_files/SU\\_860\\_en.pdf](https://www.sedar.com/pdf_files/SU_860_en.pdf)

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