

## **Listing Resources**

# **New Issuer Listing Checklist**

## Required to begin listing process



#### **CCMX New Account Application**

The New Account Application is an application to list on CartaX. The purpose of the application is to collect the information required for CCMX to perform due diligence on the issuer for purposes of listing on CartaX.



#### **Financial Statements**

A copy of the issuer's annual financial statements (audited, if available) for the last two fiscal years prepared in accordance with U.S. GAAP. If the issuer's fiscal year end is more than six months removed from the date the issuer is seeking to conduct its transaction, the issuer must also provide its most recent interim financial statements, which must be for a period ending not less than six months from the date of its most recently completed fiscal year end.



#### **Prior Regulatory / Investor Disclosures**

If in the last three years the issuer has provided disclosures to shareholders and/or investors in connection with (1) the issuance of securities in reliance upon Rule 701 of the Securities Act; (2) a tender offer for its securities; (3) a private placement or other primary financing; or (4) a Rule 144A offering, please provide a copy of the most recent applicable disclosure.

## Required prior to listing approval



#### **Placement Agent Agreement**

Required for CCMX to be able to engage in private placement activities in connection with an auction and facilitate capital introductions.



#### **Brokerage Account Agreement**

Required to establish a brokerage account for the issuer with CCMX for the remittance of any exercise costs or tax withholding.



#### **CartaX Issuer Agreement**

This is the legal agreement that governs the conditions, rights, and obligations the issuer will be subject to in connection with initial and continued listing on CartaX.



#### **Listing Resolutions**

Required board approval of CartaX listing, as well as certain other actions necessary to conduct transactions on CartaX (e.g., limited transfer restriction waivers, appointment of Carta, Inc. as transfer agent, establishment and maintenance of brokerage account, etc.).



#### **Governance docs**

Copies of all board committee charters (e.g., audit, compensation, nominating, or committees performing similar functions), as well as the company's insider trading policy and code of conduct, as applicable.



#### **Certificate of good standing**

A certificate of good standing from the company's jurisdiction of incorporation.

### For more information, contact issuer\_services@cartacapitalmarkets.com

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