



Overview of new online form – Appendix 2A (scenario - previous Appendix 3B)

2021

Appendix 2A – Application for quotation of securities

Overview

- Equivalent emergency MS Word form
- Listing rule references
 - Applying for quotation and time limits - listing rule 2.8
 - Previous Appendix 3B - LR 3.10.3
 - Other scenarios - 3.10.3A(a-b), 3.10.3B(a-d), 3.10.3C, 3.10.3D(c), 3.21
 - Appendix 6A, 7A
- Scenarios outlined in updated Guidance Note 30 – Notifying changes in issued securities and applying for quotation of new or additional securities
- Limited time available to do update or cancel of previously lodged Appendix 2A
- Transition arrangements following effective date for use of new online form:

Appendix	Transition from?	Transition arrangements
Appendix 2A - Application for quotation of securities	MS word form	If an issuer has already announced a proposed issue of quoted securities via an Appendix 3B prior to the effective date, they should confirm the issue using the existing MS Word version of Appendix 2A. Otherwise, issuers should use the new online form.

Appendix 2A – Application for quotation of securities

Online form demonstration topics

Workflow for a proposed issue

- Lodge Appendix 3B as soon as details of proposed issue known
- If any details of proposed issue change – lodge updated Appendix 3B
- If issue date changes (e.g. delayed), must lodge updated Appendix 3B to advise change
- ASX operations will contact issuer before issue date for certain events to confirm the actions required by the issuer
- Once issue has occurred or will occur today – must lodge Appendix 2A on issue date (as previously advised in Appendix 3B) to request quotation of the securities issued – ASX is expecting a confirmation
- Linkages between Appendix 3B and Appendix 2A online forms – pre-populates information and allows linkages in corporate action or other event in ASX systems

Appendix 2A – Application for quotation of securities

Online form demonstration topics

- Where to find the online form
- Creating a new form
- Typical parts of the form – Part 1, 2, 3A (previous 3B), 3B (other), 4
- Scenarios related to previous Appendix 3B – proposed issue
 - As selected in Part 2 – Type of issue (can only select one type per form/submission)
 - +Securities issued as part of a transaction or transactions previously announced to the market in an Appendix 3B
 - Select the date of Appendix 3B lodged to notify the market of the proposed issue – input date range. If prior Appendix 3B was lodged, will be presented in list (only last version of 3B will be displayed (e.g. whether new or update)). Pick applicable Appendix 3B

Sample: Bonus Issue

i 2.3a.1 Date of Appendix 3B notifying the market of the proposed issue of +securities for which quotation is now being sought

* From

3/5/2021



* To

17/5/2021



Please select the Appendix 3B for which the quotation request is being submitted

Announcement Date and
Time

Announcement Title

Select only one Appendix 3B to submit
quotation request

10-May-2021 15:50

New - Proposed issue of
securities - TES

A placement or other type of issue



10-May-2021 15:48

New - Proposed issue of
securities - TES

A +bonus issue



Appendix 2A – Application for quotation of securities

Online form demonstration topics

- Part 3A – displayed
 - Security class of proposed security to be issued is automatically populated (from previous Appendix 3B)
 - Issue date automatically populated (from previous Appendix 3B)
 - Complete Distribution Schedule details if applicable (only for certain types of new classes)

Sample:
Bonus
Issue

Application for quotation of securities

Part 1 - Entity and announ... Part 3A - number and type of securities to be quoted where issue has previously been notified to ASX in an Appendix 3B

Part 2 - Type of Issue

Part 3A - number and type ...

Corporate Action Co...

Part 4 - Issued capital follo...

3 of 4

Corporate Action Component Detail

Add +Security

ASX +security code and description

TES : TEST ORDINARY SECURITY

* Issue date

18/5/2021

Distribution Schedule

Appendix 2A – Application for quotation of securities

Online form demonstration topics

- Complete issue details (note the hint that if the securities have been issued for more than one issue price or purpose (considered “tranches”) on the same issue date, then specify each by clicking on + sign.)
 - Fill number of +securities issued/for which the application for quotation applies
 - Issue currency automatically populated (from previous Appendix 3B)
 - Fill issue price per security. Noting issue price for a Bonus Issue will be automatically prepopulated as zero
 - Provide any other information about the issue

Sample:
Bonus
Issue

The screenshot displays a web form for securities quotation. On the left, a sidebar shows navigation tabs: 'Part 3A - number and type ...', 'Corporate Action Co...', and 'Part 4 - Issued capital follo...'. Below these is a page indicator '3 of 4' with left and right arrows. The main content area is titled 'Issue details' and contains a red circle around a '+' sign. Below this is a dropdown menu and a text box for the number of securities to be quoted, with the value '10,000'. A note below the text box says 'Enter whole number, without commas'. The form is split into two columns for 'Issue currency' (set to 'AUD - Australian Dollar') and 'Issue price or consideration per +security' (set to '0.00000000'). A detailed note explains that the issue price must be in the selected currency and that a bonus issue will have a pre-populated default of AUD 0.00. At the bottom, there is a text area for 'Any other information the entity wishes to provide about the +securities to be quoted'.

Appendix 2A – Application for quotation of securities

Online form demonstration topics

What should you do if you overlooked lodging an Appendix 3B and you are about to or have issued the additional securities?

- Contact your listings compliance adviser
- You can still lodge an Appendix 3B for events such as placements/other types of issues to satisfy listing rule requirements
 - You must lodge the related Appendix 2A at least the day after the Appendix 3B was lodged

Appendix 2A – Application for quotation of securities

Online form demonstration topics

Shortfall issues

- If the initial issue (on timetabled issue date) is partial, i.e. not all securities issued yet, then you can indicate that at Q2.3a.2, and answer the following question

i * 2.3a.2 Are there any further issues of +securities yet to take place to complete the transaction(s) referred to in the Appendix 3B?

Yes

No

i * 2.3a.3 Please provide details of the further issues of +securities yet to take place to complete the transaction(s) referred to in the Appendix 3B

Expect shortfall to be issued in one week's time

- Then once shortfall securities issued, create another Appendix 2A (new) to apply for quotation, select date for previous 3B and complete issue details

Thank you.



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