



APPLICATION PROCESS FOR U.S. COMPANIES AND U.S. BANKS

❑ Step 1: Determine Eligibility

- Audited annual financials prepared in accordance with U.S. GAAP by a PCAOB auditor. (Regulation A Companies are exempt from the initial requirement)
- Be SEC Reporting, Regulation A Reporting, Bank Reporting or Alternative Reporting
- Have a minimum bid price of \$0.01 as of the close of business for each of the last 30 calendar days
- May not be subject to bankruptcy or reorganization proceedings
- Must have an SEC registered Transfer Agent
- Meet Corporate Governance Standards: a) Have a board of directors that includes at least two Independent Directors; and b) Have an Audit Committee, a majority of the members of which are Independent Directors on board independence (**Alternative Reporting only**)

❑ Step 2: Submit OTCQB Application Materials to your sales contact or issuers@otcmarkets.com

- OTCQB Application and Agreement: <http://www.otcmarkets.com/apply-for-otcqb>
- Application Fee (\$2,500)

❑ Step 3: Upload Documents through www.OTCIQ.com

After an application is submitted, the company will receive www.OTCIQ.com login credentials with detailed instructions.

Financial Reports:

- SEC-Reporting Companies and Regulation A Reporting Companies: Must be current in all periodic reporting requirements on EDGAR.
- Bank Reporting Companies and Alternative Reporting Companies: Disclosure must be posted through www.OTCIQ.com for the prior two years pursuant to the OTCQB Standards.

Verified Company Profile:

- Submit a Company Update Form via www.OTCIQ.com with the information needed to ensure the Company Profile is current and complete. Please note that once the form is submitted, it can take a few days for your company information to be displayed.

Certification:

- Post the Initial OTCQB Certification, signed by the CEO/CFO. The certification must verify your officers, directors, affiliates, and advisors.
- A template for the Certification can be found here: <http://www.otcmarkets.com/apply-for-otcqb>

❑ Step 4: Submit the Annual Fee (\$12,000)

❑ Step 5: Begin Trading on OTCQB

CONTACT US

OTC Markets Group

Email: issuers@otcmarkets.com

Phone: +1 212.896.4420 (option 3)

Website: www.otcmarkets.com