

SEDAR® Subscriber Update

February 19, 2021

Code Update (Version 008.061.005)

A SEDAR code update is scheduled for March 1st, 2021.

You are encouraged to obtain the code update as soon as possible on or after March 1st, 2021 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 method will help make sure that the application is updated and ready for your use before you actually have to perform any business functions.

This code update will bring the SEDAR client application up to version 008.061.005.

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 *Programs* 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 February 26, 2021 or deleted. To delete any TMP filings, highlight the project and select *File/ Remove Unsubmitted Filing(s)*.

Code Update Error Message: Return Code 53 or 70

Occasionally, filers will receive an error message with a 'Return Code 53 or 70' when attempting to run the code update.

Return Code 53: The code update was interrupted or not retrieved successfully. Please contact the CSA Service Desk at 1-800-219-5381 for assistance.

Return Code 70: A SEDAR 'working' window is open. Please close all SEDAR windows prior to running the code update.

Summary of Code Update Changes

SEDAR Document Changes

Investment Fund Issuer / Exempt Market Offerings and Disclosure / Offering Memorandum (2.9 of NI 45-106)

Filing subtype: Offering Memorandum

Document types added:

- Appraisal report - English
- Appraisal report - French

Filing subtype: Amended Offering Memorandum

Document types added:

- Appraisal report - English
- Appraisal report - French

Other Issuers / Exempt Market Offerings and Disclosure / Offering Memorandum (2.9 of NI 45-106)

Filing subtype: Offering Memorandum

Document types added:

- Appraisal report - English
- Appraisal report - French

Filing subtype: Amended Offering Memorandum

Document types added:

- Appraisal report - English
- Appraisal report - French

Changes under category of Filer: Third Party Filers

Issuer authorization is not required for filing types:

- Resale of Securities (NI 45-102)
- Sale from Control Block

Deletion of the filing type: Acquisition of Shares (TSX-V).

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About SEDAR

As of March 1st, 2021, the following updated documentation will be available:

- List of SEDAR Filing Types, Filing Subtypes and Document Types

For your reference

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.

Issuer Authorization Process

Filers are reminded that issuer authorization is required the first time a new filing agent files for an issuer or an issuer files for itself.

Please refer to the **SEDAR Issuer Authorization Process** details located on the About SEDAR tab on www.SEDAR.com for more information:

- [Frequently Asked Questions About Requesting Issuer Authorization on SEDAR](#)
- [SEDAR Issuer Authorization Process Video](#)
- [SEDAR Issuer Authorization Process Document](#)

SEDAR Subscriber Accounts

To update your SEDAR subscriber account (i.e. Company address, contact information), complete a [SEDAR Form 1](#) and return to csaops@cgi.com.

SEDAR Communications

To update your list of email recipients for SEDAR communications, email csacrm@cgi.com.

For more information, please contact the CSA Service Desk at 1-800-219-5381.