



# Issues, redemptions and other changes in securities on issue

Applies to Listing Rules as at: 24 January 2017

### Summary

- This practice note explains when an issuer is required to notify the market that there has been a change to the number of securities on issue.

### Relevant Listing Rules:

- Main Board and Debt Market: 7.12.1
- NZAX: 7.11.1  
(together the **Listing Rules**)

The Listing Rules require issuers to notify the market of certain changes in the number of their securities on issue.

### When should you provide a notice?

Have you...	
<b>Debt Issuers</b>	Issued new quoted securities
	Acquired quoted securities
	Redeemed quoted securities
<b>Equity Issuers</b>	Issued new equity securities
	Issued securities convertible into any of your equity securities
	Acquired any of your equity securities
	Acquired any securities convertible into any of your equity securities
	Redeemed any of your equity securities
	Redeemed any securities convertible into any of your equity securities
	Completed a share split
	Completed a share consolidation
	Sold treasury stock
	Transferred treasury stock

It is important that information relating to the total number of an issuer’s securities on issue is clear, accurate and up to date. The information provided in these notices is used for various operational purposes, including calculating an issuer’s market capitalisation, and is useful for investors so that they can more easily work out what percentage of shares they own.

### When do I need to release the notice by?

Notices need to be released within one business day of the event that has given rise to the requirement to release the notice. Templates for disclosure can be found on the [forms page](#) on MAP.

*Practice Notes are not intended to be a definitive statement of the application of the Listing Rules in every situation and are only a guide to NZXR’s policy and practice. This Practice Note does not limit NZXR’s discretion under the Listing Rules. NZX takes no responsibility for any error contained in the Practice Note. NZXR may replace Practice Notes at any time.*