

**Canadian Securities Administrators (CSA)
Staff Notice 24-306**

***Regulation 24-101 respecting Institutional Trade Matching and Settlement —
Exception Reporting***

Part 4 of *Regulation 24-101 respecting Institutional Trade Matching and Settlement* (the Regulation) requires registrants in certain circumstances to complete and deliver Form 24-101F1 *Registrant Exception Report of DAP/RAP Trade Reporting and Matching* (the Form) to the applicable securities regulatory authority. The Form must be delivered if less than a percentage target of the DAP/RAP trades (measured by volume or value) executed by the registrant (if a dealer) or for the registrant (if an adviser) in any given calendar quarter have *matched* within the time required by the Regulation. Please see Part 10 of the Regulation or Part 7 of the related Policy Statement for transition dates, relevant timelines and percentages.

How to deliver the Form

On-line Electronic Delivery

A registrant can complete an electronic version of the Form and submit it to the applicable securities regulatory authority through the CSA website at www.csa-acvm.ca.

Manual Delivery

Alternatively, a registrant can print the Form from the link provided on the CSA website and deliver the completed Form to the applicable securities regulatory authority via mail, fax or email. Fax numbers and email addresses for the applicable securities regulatory authority are provided below.

Information on the Regulation, Policy Statement and CSA Staff Notice 24-305 Frequently Asked Questions about the Regulation is posted on the following websites:

- CSA Website: www.csa-acvm.ca
- AMF Website:
<http://www.lautorite.qc.ca/reglementation/valeurs-mobilieres/autres-reglements-textes-vigueur.fr.html>
- BCSC Website:
<http://www.bsc.bc.ca/policy.aspx?id=5508&cat=2%20-%20Certain%20Capital%20Market%20Participants>
- ASC Website:
<http://albertasecurities.com/securitiesLaw/Pages/ViewDocument.aspx?ProjectId=b9440adf-71d1-4e2b-9d7a-87aae368f84b>
- MSC Website:
http://www.msc.gov.mb.ca/legal_docs/legislation/rules/24_101_msc_rule_2007_1.pdf
- OSC Website:
http://www.osc.gov.on.ca/HotTopics/STP/stp_index.jsp

If you have any questions regarding the Regulation or the completion and submission of the Form, please contact the applicable securities regulatory authority below:

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