



Key Actions in the Initial Public Offering Process

PRE-REGISTRATION

Commence Due Diligence

Choose [Datasite](#) to create the virtual due diligence library to facilitate the discovery and research needed throughout the lifecycle of the IPO.

Select Underwriters, Financial Printer, Stock Exchange, etc.

Employ [Toppan Merrill](#) as your financial printer and the [Quinn](#) platform for content creation, collaboration, publishing, filing and distribution of regulatory disclosure documents. Our seasoned team will provide expert guidance at every step in the process where you need our services.

Establish and Optimize Investor Relations Responsibilities

Consult the Toppan Merrill shareholder communications advisory team for support in building an effective [proxy](#) and [ESG](#) communications program.

Complete the Preparation of Audited Financial Statements

Select the [Toppan Merrill Bridge](#) platform to facilitate the drafting of your audited financial report, that can be utilized during the entire IPO process and prepare you for post-IPO SEC periodic reporting.

Review and Update Corporate Governance, Policies and Structure

Choose the [Toppan Merrill SOX Automation](#) platform to proactively demonstrate SOX compliance and risk mitigation before your IPO, showing commitment of transparency and accuracy to your potential investors.

Prepare and Submit Initial Confidential Registration Statement and Exhibits with the SEC

Engage [Toppan Merrill](#) customer service to:

- Provide composition services.
- Facilitate the working group drafting sessions.
- Prepare the registration statement and exhibits.
- EDGARize and file with the SEC.

REGISTRATION PERIOD

Respond to SEC Comments and Amend Registration Statements Until Effectiveness

Continue utilizing [Toppan Merrill](#) composition, EDGAR filing, print and distribution services.

Conclude and Execute Corporate Governance Policies and Structure

Continue building the [Toppan Merrill SOX Automation](#) platform to maintain efficiency, transparency and predictability within your SOX program.

File Form 3's with the SEC

Begin utilizing [SEC Connect](#) to process Section 16 filings.

Secure Stock Exchange Listing Approval, Select Transfer Agent

Consult with the [Toppan Merrill proxy advisory team](#) for best practices on communicating to shareholders post-IPO.

Meet with Toppan Merrill design and advisory team to seek support in drafting [ESG reporting](#) and future proxy statements.

Roadshow Preparation and Execution

Benefit from the dedicated project management service team at [Toppan Merrill](#) to deliver a preliminary prospectus to investors.

Go Effective, Price the Offering and File Final Prospectus

Leverage [Toppan Merrill](#) solutions to finalize the SEC registration process, and manage ongoing SEC compliance.

