

Olympia is pleased to offer the ability to hold exempt market securities within self-directed accounts.

Account Eligibility

- The eligibility of shares or other securities of private entities as “qualified investments” in registered plans and TFSAs is subject to various requirements of the Canadian Income Tax Act (the “Act”).
- Because of the complexity of the Act, such determinations are most often made by qualified tax professionals. Olympia is not in a position to make such determinations and does not provide any opinions on this matter.

Required Documents for Initial Review

The review process can take up to two weeks from the receipt of all required documents. Please note that a fee will be charged prior to reviewing the file. *

1. Tax opinion letter.

- Must be addressed to and written for Olympia Trust Company.
- Must be completed by an independent Chartered Professional Accountant (CPA) or tax lawyer.
- Must state the eligibility of the securities as qualified investments for registered plans and TFSAs.
- Not required if the security will only be held by non-registered accounts.

2. Officer’s Certificate or Trustee’s Certificate, if referenced in the tax opinion letter.

3. Offering Memorandum in a format approved by the appropriate securities commission(s), if the securities are being distributed using the offering memorandum exemption.

4. Subscription Agreement and all other applicable subscription-related documents (e.g., risk acknowledgement, eligible investor form, etc.).

5. Fair market value certification statement, unless the securities are being distributed through an offering memorandum.

6. Term sheet and management-prepared financial statements, unless the securities are being distributed through an offering memorandum.

7. Current Corporate Profile Report, unless the securities are being distributed through an offering memorandum and sold by an EMD.

8. Marketing materials or business plans used by the issuer to promote the investment.

9. Specimen certificate of the bonds, shares, or units being issued.

Upon the completion of the review, if approved, documents will be created for purchases and in-kind contributions of the security for investors to complete. A valuation of the securities must be provided annually, or at any time the price of the securities changes. Olympia reserves the right to request updated issuer and security information. Olympia, at its sole discretion, reserves the right to refuse any exempt market security or issuer.

For a list and detailed information on the documents required prior to funding, please refer to *Exempt Market Securities - Required Documents for Funding*.

* The file review charge is **\$500 + applicable taxes** if issuer distribution is using the *NI 45-106 (sec 2.9)* offering memorandum exemption, or **\$1,000 + applicable taxes** if the issuer distribution is done using any other security exemption. Olympia reserves the right to complete annual reviews of all funds. If additional review is required, file may be subject to a review fee.