



# EQUITY

Equity Corporate Services Inc.

## The Practical “How To” Guide For Public Companies

*Your Step By Step Approach to Meeting  
Securities Regulatory Compliance Requirements*

**Vancouver, BC – November 21 and 22, 2011**

The day-to-day reporting and compliance requirements in maintaining a public company can be overwhelming. The purpose of this **two-day intensive workshop** is to provide clarity in meeting those requirements and prepare the participants for current and upcoming regulatory requirements.

- ***INCREASE your peace of mind and take control of your public company compliance issues***
- ***AVOID missed deadlines and unnecessary fines***
- ***SAVE time and reduce stress***

The workshop participants will receive reference materials which provide information enabling them to recognize critical issues in handling the day-to-day securities compliance requirements. From continuous disclosure and reporting requirements, to press releases and prospectus exemptions, you will emerge with the confidence to deal efficiently and effectively with your public company compliance requirements.

### ***Who Should Attend***

- Compliance Officers
- Directors
- Corporate Secretaries
- Senior Officers
- Corporate/Securities Paralegals
- Any other persons involved in public company regulatory compliance

### ***About Equity:***

**Equity Corporate Services Inc.** has been helping companies throughout Canada meet regulatory compliance requirements accurately and on time since 1996 and keeps its clients up-to-date on emerging issues, changing policies and effective working procedures. **Donna M. Moroney**, President of Equity Corporate Services Inc., has over 25 years of extensive experience in regulatory and corporate compliance in both Canada and the United States, and has acted as a senior officer for various public companies throughout that time. Donna’s impressive knowledge of the needs and requirements of public companies helps guide Equity Corporate Services in providing its services to over 200 companies. Donna has been teaching corporate / securities seminars since 1988.

## Registration Information

**Date:** **November 21 and 22, 2010** Equity Corporate Services Inc.  
#1620, 1185 West Georgia Street, Vancouver, British Columbia

**Continental Breakfast:** **9:00 a.m. to 9:30 a.m.**  
**Workshop:** **9:30 a.m. to 4:00 p.m.**

**Workshop Fee:** **\$750** (plus HST)

To reserve your space, please contact Equity Corporate Services Inc.: by phone (604) 696-4235, fax (604) 696-4239 or email: [info@equitycsi.com](mailto:info@equitycsi.com).

The workshop reference materials are available for purchase if you are unable to attend.

## WORKSHOP AGENDA

Day One
Topic
Maintaining Your Reporting Issuer Status
Compliance with Corporate Law
Corporate Governance
Managing Material Information and Insider Trading
Compliance with Insider Trading and Early Warning Requirements
Developing an Effective Whistleblowing Program

  

Day Two
Topic
Stock Options and Normal Course Issuer Bids
Private Placements
Annual General Meeting and Proxy Related Information
Maintaining Your TSX Venture Exchange Listing
CNSX Reporting Requirements

## The Practical “How To” Guide for Public Companies

### **REGISTRATION FORM**

To reserve your space for the workshop, please contact **Equity Corporate Services Inc.** at 1620, 1185 West Georgia Street, Vancouver, BC V6E 4E6; phone (604) 696-4235, fax (604) 696-4239, or email: info@equitycsi.com.

Confirmation of registration will be provided to registrants prior to the workshop.

#### **Attendee Information**

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*Surname (please print)*

*Given Name*

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*Firm/Company*

*Position/Title*

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*Address*

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*City*

*Province*

*Postal Code*

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*Phone*

*Fax*

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*E-mail Address*

**Payment** (registration must be prepaid at least five business days prior to the workshop)

Cheque

Visa

Mastercard

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*Credit Card Number*

*Expiry Date*

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*Signature of Cardholder*

*Print Name of Cardholder*

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*Address (if different from above)*

**REFUND AND CANCELLATION POLICY** – Workshop fee is refundable (less \$100) if notice is received five business days prior to the workshop. Substitutions may be made at any time. Full refunds will be provided if the workshop is cancelled. Equity Corporate Services Inc. reserves the right to cancel the workshop, change speakers, location, or content. GST #899530935