



## AIM admission timetable - an example

The run-up to a company's flotation on AIM is generally described in terms of a timetable counting down to admission. The following example timetable outlines the possible steps that take place during each period.

### Pre-flotation preparation

#### 24-36 months before admission

- Develop a robust business plan
- Ensure contracts are in place with customers and suppliers
- Review management information systems and operational and compliance controls
- Consider ownership and tax issues

#### 12-24 months before admission

- Read the Exchange's flotation pack
- Attend one of our flotation seminars
- Contact us for a one-to-one meeting
- Adopt 'best practice' corporate governance standards
- Complete any planned strategic initiatives such as acquisitions

#### 6-12 months before admission

- Review and plan your investor relations (IR) strategy
- Ensure you have independently-audited financial accounts, if applicable, for a three-year period
- Consider commissioning an independent expert's report on your business
- Make any necessary changes to the executive board
- Appoint non-executive directors
- Ensure your company is incorporated under the relevant laws
- Consider whether to conduct pre-flotation fundraising
- Decide on the method of flotation
- Hold a beauty parade of advisers

### The admission process

#### 12-24 weeks before admission

- Appoint your advisers
- Instruct all advisers
- Agree the timetable to admission

#### 6-12 weeks before admission

- Review any problem areas that have emerged
- Produce the draft prospectus/admission document
- Produce the first draft of the other required documents
- Conduct the initial review of pricing issues
- Review PR presentations
- Host analyst presentations

#### 1-6 weeks before admission

- Continue drafting meetings
- Carry out and complete due diligence
- Hold PR meetings and roadshow
- Register the prospectus with the UKLA
- Submit 10-day announcement to Exchange of intention to join AIM

#### 1 week before admission

- All documents completed and approved
- Pricing and allocation of the offer
- Register the prospectus
- Sign subscription agreement
- Bulk print final prospectus

### Admission week

- Pay Exchange fees
- Submit documents
- Admission to AIM granted
- Trading begins

Copyright © April 2009 London Stock Exchange plc.  
Registered in England and Wales No. 2075721.

London Stock Exchange plc has used all reasonable efforts to ensure that the information contained in this publication is correct at the time of going to press, but shall not be liable for decisions made in reliance on it.

The London Stock Exchange, and the coat of arms device and AIM are registered trade marks of London Stock Exchange plc.

London Stock Exchange  
10 Paternoster Square  
London EC4M 7LS  
Telephone: +44 (0)20 7797 1000  
[www.londonstockexchange.com](http://www.londonstockexchange.com)

