

# Listed@ASX Compliance Update no. 12/24

19 December 2024

---

## 1. Holiday hours and closures

Normal trading will cease at 2:10pm AEDT on both Christmas Eve and New Year's Eve. The Market Announcements Office will close at 4:30pm AEDT on those days.

The market will not trade on Christmas Day, Boxing Day and New Year's Day.

## 2. Upcoming periodic deadlines

Listed entities are reminded of upcoming deadlines for periodic reports:

- Preliminary final reports (December year-end) – Friday 28 February 2025.
- Statutory half year financial reports (except mining exploration and oil and gas exploration entities) (June year-end) – Friday 28 February 2025.
- Statutory half year financial reports for mining exploration and oil and gas exploration entities (June year-end) – Friday 14 March 2025.
- Statutory audited annual accounts (December year-end) – Monday 31 March 2025.
- Annual reports (December year-end) – Wednesday 30 April 2025 for listed companies and Monday 31 March 2025 for listed registered schemes.
- December quarterly reports for mining exploration, oil and gas exploration and commitments test entities – Friday 31 January 2025.
- An investment entity must notify the NTA of quoted securities within 14 days of the end of each month.

Listed entities are also reminded that a failure to lodge the relevant documents on time (i.e. by close of the Market Announcements Office on the due date) will result in an automatic suspension of the entity's securities under Listing Rule 17.5.

Dual listed entities that have CDIs issued over quoted securities are also reminded that they must lodge an Appendix 4A within 5 business days of the end of each month.

## 3. Reporting deadline calendar for CY25

The 2025 reporting calendar for listed entities is now available on the home page of ASX Online and on the [ASX website](#). The Reporting Calendar outlines key reporting dates under the Listing Rules. It also indicates days on which ASX is closed.

If you require assistance to understand your entity's periodic reporting obligations, please contact your Listings Adviser.

## 4. Requesting and lifting trading halts

Some guidelines relating to the processing of trading halts are set out below. Following these simple steps will help ensure that the process of requesting and lifting a halt runs as smoothly as possible.

### ***Requesting a trading halt***

The procedure for requesting a trading halt is set out in Listing Rules [Guidance Note 16 Trading Halts and Voluntary Suspensions](#), in particular sections 3.4 to 3.6.

Written requests for trading halts should be sent by email to the entity's Listings Adviser and also to the general trading halt address at the entity's home branch:

- Sydney home branch: [tradinghaltssydney@asx.com.au](mailto:tradinghaltssydney@asx.com.au)

- Melbourne home branch: [tradinghaltsmelbourne@asx.com.au](mailto:tradinghaltsmelbourne@asx.com.au)
- Perth home branch: [tradinghaltspertth@asx.com.au](mailto:tradinghaltspertth@asx.com.au)

Entities established in New Zealand who are listed on both ASX and NZX should send their request to [tradinghaltsnz@asx.com.au](mailto:tradinghaltsnz@asx.com.au) as well as to their Listings Adviser. NZX should also be contacted in the usual way.

Emailing trading halt requests to these general email addresses helps ensure that the requests can be attended to promptly. If the entity's Listings Adviser is not available, another person in Listings Compliance will pick up the email and process the trading halt request.

As noted in Guidance Note 16, it greatly assists ASX if an entity can give ASX the earliest possible notification that it may or will be requesting a trading halt.

If Listings Compliance receives a trading halt request by email and it has not had a prior conversation with the entity about the request, as a matter of practice, it will normally contact the entity by phone or by email to confirm that the request has been received and is being considered. However, it is the entity's obligation to ensure that its request is communicated to ASX. If the entity does not receive such a confirmation within a reasonable period of sending an email requesting a trading halt, it must follow up its email request to ASX by telephone as a matter of priority in case the email with the request has not been received by ASX.

#### ***Lodging an announcement that is intended to lift a trading halt***

When an entity lodges an announcement that is intended to lift a trading halt, it will assist ASX if at the same time the entity also sends an email to the entity's home branch email address to:

- confirm the title of the announcement and that the announcement is intended to lift the halt; and
- provide the contact details of the responsible person to whom ASX should speak if it has any queries about the announcement.

It would also assist ASX if the announcement itself includes a statement that the announcement is intended to lift the halt. ASX is less likely to need to contact the entity about whether the announcement is intended to lift the halt if this is clear from the announcement itself.

#### **5. Entities with an ASX Foreign Exempt Listing that go into a halt or suspension on their home exchange**

Once listed on ASX, an ASX Foreign Exempt Listing is exempt from complying with most of ASX's Listing Rules. However, ASX Foreign Exempt Listings do have some important continuing obligations under the Listing Rules, including an obligation to immediately request a trading halt or suspension if the entity's securities are halted or suspended from quotation on its overseas home exchange.

The continuing obligations of an ASX Foreign Exempt Listing are set out in Listing Rule 1.15 and described in more detail in section 2.10 of [Guidance Note 4](#).

A trading halt request template is available [here](#) for use by entities dual-listed on ASX and NZX (whether they have a standard ASX Listing or an ASX Foreign Exempt Listing). As noted above, in addition to contacting your Listings Adviser at ASX to discuss the trading halt or suspension, the trading halt or suspension request should be emailed to [TradingHaltsNZ@asx.com.au](mailto:TradingHaltsNZ@asx.com.au).

#### **6. Foreign ownership restrictions**

CHESS assists listed entities to comply with foreign ownership restrictions by allowing them to have a class of financial products tagged as being subject to foreign ownership restrictions. These financial products are designated as "FOR financial products" under the ASX Settlement Operating Rules.

This might be useful, for example, where an issuer wishes to apply restrictions prohibiting foreign security holders from taking up an entitlement under a rights issue or other pro rata offer of securities so as to avoid breaching securities laws in overseas jurisdictions.

ASX reminds listed entities who wish to take advantage of this facility to follow the application process and timeframes outlined in ASX Settlement Operating Rules [Guidance Note 13 Financial products subject to foreign ownership restrictions](#).

The process outlined in the Guidance Note includes submitting a written request to [chesssops@asx.com.au](mailto:chesssops@asx.com.au) (copied to the entity's Listings Adviser) no later than 10 business days prior to the date the entity wishes to have its securities designated as "FOR financial products".

Further details on the process are contained in ASX Settlement Operating Rules Guidance Note 13.

---

Listed entities are reminded that they must have a nominated person responsible for communication with ASX in relation to Listing Rule matters (Listing Rule 12.6).

Entities should keep the contact details of their nominated ASX contacts up to date on ASX Online at all times and also inform their Listings Adviser of any changes. Further information about how to notify ASX of any changes (including temporary changes) made to the entity's nominated ASX contact is available [here](#) (see Item 3).

---

*If you missed any of our historical Compliance Updates, you can download past editions [here](#).*