



COMPLIANCE CALENDAR

EXPAND POSSIBLE

Our commitment to you.

Proactive Partnerships: We are trusted, responsive partners. We work to understand your unique needs and create solutions around them; seeing opportunities to realize greater efficiencies and solve problems before they arise; helping navigate the ever changing business landscape. **If there is a better way to do it, we will find it.**

Unparalleled Expertise: We bring unmatched subject matter expertise and market knowledge to you, providing solutions that have been tested and proven accurate. We help you stay ahead of changing regulations, avoid costly errors and create efficient solutions to the most complex communication challenges. **You don't have to worry because we know how to do it.**

Continuous Innovation: We are thought leaders - committed to continual innovation that brings best in class technology to front end experience and back end print and distribution solutions. Forward-thinking, agile technology that works with your existing systems and processes and meet you how you want to work — from do it yourself to we do it all for you— we're always here when you need us.

Unmatched Service: We deliver. We bring a positively determined attitude and the highest degree of professionalism to your challenges, to get it done. We are committed to whatever it takes to meet your hardest deadline on time, with the highest degree of security, precision and accuracy. **No one makes it easier to do the tough stuff better.**

Global expertise in major capital markets around the globe
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2022 COMPLIANCE CALENDAR

Can accurate, on-time regulatory disclosure be accomplished without the pressure?

When errors can lead to serious consequences, you need a partner like Toppan Merrill to ease the burden of ever-changing regulations and tight deadlines for complex filings and shareholder communications.

Toppan Merrill's 50+ years of global expertise and technology-enabled solutions streamline financial reporting and shareholder communications. We bring a comprehensive suite of services to meet your regulatory disclosure requirements, including world-class content management and collaboration solutions, document formatting, EDGAR and iXBRL filing, print, distribution and conferencing facilities.





* Non-Accelerated includes Emerging Growth and applicable Smaller Reporting Companies

Useful SEC and EDGAR Information

EDGAR and SEC Holidays

Friday, December 31	New Year's Day (observed)
Monday, January 17	Martin Luther King, Jr. Day
Monday, February 21	Presidents' Day
Monday, May 30	Memorial Day
Monday, June 20	Juneteenth Independence Day (observed)
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Monday, October 10	Columbus Day
Friday, November 11	Veterans Day
Thursday, November 24	Thanksgiving Day
Monday, December 26	Christmas Day (observed)
Monday, January 2	New Year's Day (observed)

SEC Contact Numbers and Email

Filer Support	202.551.8900
Filing Fees Branch	Option # 1
EDGAR Technical Support	Option # 3
Email	FilerTechUnit@sec.gov
EDGAR Filer Support for Corporation Finance	Option # 4
Division of Investment Management	Option # 5
Office of Structured Data	202.551.5494
Email	StructuredData@sec.gov

EDGAR Hours of Operation



The hours of operation for submitting filings by direct transmission to the EDGAR system are 6:00 a.m.-10:00 p.m. EST weekdays, excluding federal holidays. The EDGAR system is not in operation on weekends.

SEC Mailing Address

NOTE: Actual paper filings should be submitted to the SEC Headquarters address, not to the Operations Center:

SEC Headquarters 100 F Street, NE Washington, DC 20549

EDGAR Hours of Operation

Daylight Savings Time (Summer Time)

The EDGAR charts provided below are accurate throughout most of the year. However, not all countries switch to and from Daylight Savings Time — called Summer Time in many countries—on the same day. This may create a disparity of one hour during the spring (March/April), when clocks are set forward one hour, and during the fall (November), when clocks are set back one hour.

United States

EDGAR Filing Hours	Pacific	Mountain	Central	Eastern
Transmit filings to the SEC*	3 a.m7 p.m.	4 a.m8 p.m.	5 a.m9 p.m.	6 a.m10 p.m.
SEC filer support assistance	6 a.m2:30 p.m.	7 a.m3:30 p.m.	8 a.m4:30 p.m.	9 a.m5:30 p.m.
SEC deadline to receive today's date (except Section 16 and MEF)**	2:30 p.m.	3:30 p.m.	4:30 p.m.	5:30 p.m.
Section 16 and MEF transmission to receive today's date	3 a.m7 p.m.	4 a.m8 p.m.	5 a.m9 p.m.	6 a.m10 p.m.

Canada

EDGAR Filing Hours	Vancouver	Calgary	Toronto	Montreal
Transmit filings to the SEC*	3 a.m7 p.m.	4 a.m8 p.m.	6 a.m10 p.m.	6 a.m10 p.m.
SEC filer support assistance	6 a.m2:30 p.m.	7 a.m3:30 p.m.	9 a.m5:30 p.m.	9 a.m5:30 p.m.
SEC deadline to receive today's date (except Section 16 and MEF)**	2:30 p.m.	3:30 p.m.	5:30 p.m.	5:30 p.m.
Section 16 and MEF transmission to receive today's date	3 a.m7 p.m.	4 a.m8 p.m.	6 a.m10 p.m.	6 a.m10 p.m.

Europe

EDGAR Filing Hours	London	Paris	Frankfurt	Milan
Transmit filings to the SEC*	11 a.m3 a.m.	12 p.m4 a.m.	12 p.m4 a.m.	12 p.m4 a.m.
SEC filer support assistance	2 p.m10:30 p.m.	3 p.m11:30 p.m.	3 p.m11:30 p.m.	3 p.m11:30 p.m.
SEC deadline to receive today's date (except Section 16 and MEF)**	10:30 p.m.	11:30 p.m.	11:30 p.m.	11:30 p.m.
Section 16 and MEF transmission to receive today's date	11 a.m3 a.m.	12 p.m4 a.m.	12 p.m4 a.m.	12 p.m4 a.m.

Asia

EDGAR Filing Hours	Mumbai	Hong Kong	Seoul/Tokyo	Sydney
Transmit filings to the SEC*	3:30 p.m7:30 a.m.	6 p.m10 a.m.	7 p.m11 a.m.	8 p.m12 p.m.
SEC filer support assistance	6:30 p.m3 a.m.	9 p.m5:30 a.m.	10 p.m6:30 a.m.	11 p.m7:30 a.m.
SEC deadline to receive today's date (except Section 16 and MEF)**	3 a.m.	5:30 a.m.	6:30 a.m.	7:30 a.m.
Section 16 and MEF transmission to receive today's date	3:30 p.m7:30 a.m.	6 p.m10 a.m.	7 p.m11 a.m.	8 p.m12 p.m.

* At the end of the filing day, all transmissions must be completed in order to be processed. Those that are processing at the end of the day will be terminated, requiring the filer to start over again the following day.

** In order to receive today's date, the transmission must BEGIN by this time, correct fees must be available and filing must be free from errors. Section 16 and MEF are the exceptions. These filings can be processed until the end of the filing day and still receive today's date. They will also be disseminated until 10:00 p.m. EST.

December 2021



January 2022



February 2022



March 2022



April 2022



May 2022



June 2022



July 2022



August 2022



September 2022



October 2022



November 2022



December 2022



January 2023



2022 Deadline Highlights

Quarter One 10-Q	Quarter Two 10-Q	Quarter Three 10-Q
May 10 – Tuesday	August 9 – Tuesday	November 9 – Wednesday
Quarter One 10-Q	Quarter Two 10-Q	Quarter Three 10-Q
May 10 – Tuesday	August 9 – Tuesday	November 9 – Wednesday
Quarter One 10-Q	Quarter Two 10-Q	Quarter Three 10-Q
May 16 – Monday	August 15 – Monday	November 14 – Monday
	May 10 – Tuesday Quarter One 10-Q May 10 – Tuesday Quarter One 10-Q	May 10 – TuesdayAugust 9 – TuesdayQuarter One 10-QQuarter Two 10-QMay 10 – TuesdayAugust 9 – TuesdayQuarter One 10-QQuarter Two 10-QQuarter One 10-QQuarter Two 10-Q

Deadlines above are based on 12/31/21 FYE

EDGAR Timelines and Requirements for Common SEC Form Types

Domestic Forms

Form 10-K	For Large Accelerated filers - Due 60 days following the end of the fiscal year.
	For Accelerated filers - Due 75 days following the end of the fiscal year.
	For Non-Accelerated filers - Due 90 days following the end of the fiscal year.
NT 10-K	Due on the business day after the 10-K due date.
Late 10-K	After filing an NT 10-K, the deadline for the 10-K is extended 15 calendar days from the due date.
Proxy Statement or 10-K/A	Proxy due dates can differ greatly, though most are filed in the spring. If your Form 10-K incorporates by reference information into Part III from the proxy statement, you must file the proxy statement no later than 120 days after the fiscal-year end. If you cannot file the proxy statement within that 120-day period, you can file an amended10-K to include the Part III information; however, that amended 10-K must be filed no later than 120 days after the fiscal-year end.
Form 10-Q	For Large Accelerated filers - Due 40 days following the end of the fiscal quarter.
	For Accelerated filers - Due 40 days following the end of the fiscal quarter.
	For Non-Accelerated filers - Due 45 days following the end of the fiscal quarter.
NT 10-Q	Due on the business day after the 10-Q due date.
Late 10-Q	After filing an NT 10-Q, the deadline for the 10-Q is extended five calendar days from the due date.
Form 11-K	Due 180 days after the end of the retirement plan year. May file in paper or EDGAR.
NT 11-K	Due on the business day after the 11-K due date.
Late 11-K	After filing an NT 11-K, the deadline for the 11-K is extended 15 calendar days from the due date.
Form 13F	Due 45 days following the end of each fiscal quarter from institutional investment managers.

Form 13D	Due 10 days after the acquisition of more than 5% beneficial ownership.
Form MA	Municipal Advisory firms must renew Form MA 90 days after the end of their fiscal year.
Form 24F-2	Due 90 days following the end of the fiscal year by investment companies. Required in XML format effective 2/1/2022.
N-30D & N-CSR	Due to be printed and mailed 60 days following the end of each fiscal half-year by investment companies. The EDGAR filing is due ten days after the actual mailing date.
N-CEN	Due 75 days after the end of fiscal year for Investment Management Companies and 75 days after end of the calendar year for UITs.
N-CSRS	Semi-Annual Report - Due to be printed and mailed 60 days following the end of each half-year by investment companies. The EDGAR filing is due ten days after the actual mailing date.
N-PX	Due no later than August 31 of each year.
N-Q	Due 60 days following the end of the first and third quarter by investment companies.
NTNCSR	Due on the business day after the NCSR due date.
Late NCSR	After filing an NT NCSR, the deadline for the NCSR is extended 15 calendar days from the due date.
N-PORT	Due within 30 days of the end of the calendar month.
Form SD	Conflict minerals report, due no later than May 31st of each year.
Schedule 13G	Due 45 days following the end of the calendar year.
Ownership Reports	
Form 3	Reporting owners must file: (a) When the registration statement is effective for new Issuers, or (b) ten days after becoming a reporting owner of an existing Issuer.
Form 4	Due by the end of the second day after the transaction. If transaction handled by third party who exercises the option on behalf of the filer, the third party has three days to notify the filer of the transaction. The filer then must file by the end of the second day after notification.
Form 5	Due 45 days after the end of the issuer's/subject company's fiscal year.
485BPOS	Annual update of Post-effective amendment, due 120 days following the fiscal year end. The form applies to Open-End Mutual Funds, Annuity & Life products.
486BPOS	Annual update of Post-effective amendment, due 120 days following the fiscal year end. The form applies to Closed-End Mutual Funds.
Foreign Forms	
Form 20-F	A foreign private issuer must file its annual report on this Form within four months after the end of the fiscal year covered by the report.
NT 20-F	Due on the business day after the 20-F due date.
Late 20-F	After filing an NT 20-F, the deadline for the 20-F is extended 15 calendar days from the actual due date.
Form 40-F	Canadian foreign private issuers qualifying for the multi-jurisdictional disclosure system, then due the same day as the issuer's annual report is due to be filed in Canada.

For informational purposes only. All information is believed to be reliable, however, accuracy cannot be guaranteed. Do not act or rely upon the information provided without seeking the services of competent professional counsel.