

Form 9A

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## Line

1. Number of personnel at the end of each month.

2 to 7. All Commission Revenue should be reported net of payouts to other brokers. Commission paid to registered representatives (salesmen) should be shown on line 17(a).
2. Includes all gross commissions earned on Canadian exchanges (TSE, ME, VSE, ASE, Winnipeg), less amounts paid out to any brokers. Options commission should go on lines 4 or 5.
3. Includes gross commissions earned on OTC transactions (equity or debt, U.S. or Canadian), U.S. Exchanges, mutual funds, rights and offers, and other securities, less amounts paid out to any brokers. Report Money Market commissions on line 11.
4. Includes all gross commissions earned on TSE \& ME listed options.
5. Includes gross commissions on Canadian OTC, U.S., and Foreign option transactions less amounts paid out to any brokers.
6. Includes all gross commissions earned on Canadian listed Futures Contracts.
7. Includes all gross commissions earned on U.S. and foreign Futures Contracts plus all other Commodity (Canadian and/or U.S.) transactions.

8(a) Includes all principal revenue (trading profits) from all other options and equities except those indicated in $8(b)$. No interest factor is to be included. Include adjustment of inventories to market value.

8(b) Includes all principal revenue (trading profits) from TCO Options and stock related transactions in market makers' and firms' inventory accounts. No interest factor is to be included. Include adjustment of inventories to market value.
9. Includes revenue (trading profits/losses) on all bonds (other than financial futures) e.g. all Canada's, Provincial's, Municipal's, Corporate's, Euro-Bond's, U.S., U.K., and other foreign debt instruments, net of interest carry (coupon revenue less financing cost). Include any adjustment of inventories to market value.
10. Includes all principal revenue (trading profits) on all Canadian financial futures.
11. Includes revenue on all money market activities net of interest carry in the area of Canadian \& U.S. Treasury Bills, Bankers Acceptances, Bank Paper (Domestic \& foreign), Municipal and Commercial paper. Include any adjustment of inventories to market value. Money Market commissions should also be shown here.
12. Include revenue relating to new issue business - Underwriting andlor Management fees, Banking group profits, Corporate and Advisory fees, trading profits on new issue inventories (trading on an "if, as and when basis"), selling group spreads and/or commissions, Syndicate expenses (unless treated as a prepaid asset), and CSB Commissions (net of sub-agent fees).
13. Includes principal revenue (trading profits) on commodities and other financial futures not included on line 10.

14(a) Includes all non-money market and non-debt interest revenue and expense.

14(b) Includes - Proxy fees, Portfolio service fees, Segregation and/or Safekeeping fees, and any charges to clients that are not related to commission or interest.
15. Includes - Foreign exchange profits/losses. Trading error profits/losses, and all other revenue not reported above.

17(a) This category should include bonuses that are contractual in nature. Examples would encompass commission payouts to RR's and payments to institutional and professional trading personnel. Discretionary bonuses should be included in line 20. All contractual bonuses should be accrued monthly.

17(b) Includes all operating expenses except those mentioned elsewhere: Syndicate expenses (line 12), variable compensation (line 17(a)), interest expense (lines 9,11 and 14(a)), discretionary bonuses (line 20).
19. Interest on external subordinated loans should be included on line 14(a).
20. This category should include discretionary bonuses. However, please read the instructions for line 17(a) before completing.
21. Includes ONLY income taxes. Realty and capital taxes should be included in line 17(b). Taxes at $331 / 3 \%$ on partnership profits should be disclosed on this line.
23. Includes those dividends declared by the Company. All shareholders' payments that represent dividends should be disclosed on this line net of tax.
24. Includes any other reductions to Retained Earnings e.g. Accounting type adjustments, such as prior period adjustments. If adding, record with brackets.

27(a) and 27(b) As per Statement A of the FQR.
28. Total should also include the loan value of subordinated securities.
30. The sum of lines 26,27(a),27(b), 28 and 29.



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| JAN - JUNE - JULY - DEC. |  |  | $\begin{aligned} & \text { JANUARY } \\ & \text { JULY } \end{aligned}$ | FEBRUARY AUGUST | MARCH SEITEMBER |
| :---: | :---: | :---: | :---: | :---: | :---: |
| INVENTOKY |  |  |  |  |  |
| Moncy Market Inventory | - L | [31] |  |  |  |
|  | .s | [32] |  |  |  |
| Bund Inventury | - L | [33] |  |  |  |
|  | -S | [34] |  |  |  |
| Equity Inventory | -L | [35) |  |  |  |
|  | -S | [36] |  |  |  |
| Option Invenlory | -L | [37] |  |  |  |
|  | -5 | [38] |  |  |  |
| Inventory with a margin rate of $5 \%$ and less | -L | [382] |  |  |  |
| balance sheet |  |  |  |  |  |
| Aetive Asscts |  | [39] | - |  |  |
| Total Liabilitics |  | [40] |  |  |  |
| LQQUID CAPITAL |  | [41] |  |  |  |
| Non-Aclive Asscts |  | [42] |  |  |  |
| AMOUNTS REQUIRED TO MARGIN |  |  |  |  |  |
| Moncy Markel Inventory |  | [43] | - |  |  |
| Dond Inventory |  | [44] |  |  |  |
| Equily Inventory |  | [45] |  |  |  |
| Option Inventory |  | ${ }^{146]}$ |  |  |  |
| Commodity Inventory |  | [47] |  |  |  |
| Clients Accounts |  | [48] |  |  |  |
| Unreconciled Differences |  | [49] | - |  |  |
| Other |  | (50] |  |  |  |
| total margin required |  | [51] |  |  |  |
| NET FREE CAPITAL |  | [52] |  |  |  |
| adjusted unbilities |  | [53] |  |  |  |

## MONTHLY FINANCIAL REPORT INSTRUCTIONS (Page 2)

Line
31. \& 32. The market value, Long and Short, of money market securities in inventory, the revenue of which is reported on line 11.
33. \& 34. The market value, Long and Short, of bonds in inventory, the revenue of which is reported on line 9 .
35. \& 36. The market value, Long and Short, of equity inventory.
37. \& 38. The market value, Long and Short of options and related underlying security (including gold and silver certificates etc.) in inventory.

38(a) The market value of inventories included in lines 31 to 38 which have a margin rate of $5 \%$ or less used in the calculation of adjusted liabilities. Member firms reporting on a modified basis should be careful to report the settlement date market values on this line.
39. \& 40. Active assets and total liabilities as determined in accordance with Part I, Statement A of the Form 9 Financial Questionnaire. In determining active assets, include loan value of subordinated securities.
41. Line 39 minus line 40.
42. Non-active assets as determined in accordance with Part 1, Statement A of the Form 9 Financial Questionnaire.
43. - 50. Margin requirements as determined in accordance with Part I, Statement B of the Form 9 Financial Questionnaire. Margin shown on line 43 relates to Inventory shown on lines 31 and 32. Margin shown on line 44 relates to inventory shown on lines 33 and 34. Margin shown on line 45 relates to inventory shown on lines 35 and 36. Margin shown on line 46 relates to inventory on lines 37 and 38. Line 48 should include clients, shareholders and brokers' accounts.
49. The differences to be reported on this Line are
(a) short security differences where the margin requirement is the market value plus the regular margin requirement less an appropriate tax provision, and
(b) unreconciled money differences in any account, which have not been reconciled for two months or more as at the due date of this report. e.g. A December item not reconciled by the end of February is to be included on the January report.
50. This includes margin requirements on foreign exchange, loans receivable and payable and future purchase and sales commitments (if not reported above).
51. The sum of lines 43 through 50 inclusive.
52. Line 41 minus line 51 .
53. Adjusted liabilities as determined in accordance with Part 1, Statement C of the Form 9 Financial Questionnaire.
54. Capital required relative to adjusted liabilities on line 53 in accordance with Part 1, Statement D of the Form 9 Financial Questionnaire.
55. - 59. Other capital requirements as more specifically indicated on Part I, Statement D of the Financial Questionnaire.

Line
60. The sum of lines 54 through 59.
61. This represents the undrawn portion of the loan. Any amounts drawn down should be included on line 28.
62. Line 52 minus line 60, plus line 61.

## REPORTING DEADLINE

This report is due in the Registrar's office at the Alberta Securities Commission on or before the last day of the month subsequent to the reporting date.

## DEFINITIONS

All terms are to be taken in the same context as applicable to the Form 9 Financial Questionnaire.

