Going Public

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The Nasdaq Stock Market

Preface

Taking your company public through an initial public offering (IPO) is a major undertaking for any entrepreneur. The event is at once a source of pride, an opportunity for business growth, and a serious legal responsibility. You are wise to consult many different professionals for authoritative counsel. These advisers are usually members of the investment banking, legal, and accounting professions—as they should be. **Going Public** supplements their valuable perspectives with that of a stock market and securities industry self-regulatory organization. The Nasdaq Stock MarketSM hopes that you find this publication helpful and wishes you great success.

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Chapter 1



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Going Public: Benefits and Responsibilities

When you take your company public, you gain certain benefits by assuming additional responsibilities. Both



the advantages and disadvantages result from the fact that your public property. By sharing ownership, you spread the company's reputation and increase its business opportunities. At the same time, you give up your exclusive control of its future.

company will become a

Benefits

Expands access to capital. The public market is potentially the most substantial source of corporate funding. An initial equity offering can immediately bring considerable proceeds to a company. Subsequently, the public company can return to the market for additional capital through secondary equity offerings. The public company is also in a position to consider bond or convertible bond issues. Finally, a more favorable balance of equity to debt should allow greater bank financing and better terms.

Increases employee commitment and recruiting power. A public company can institute a stock purchase plan for employees, which, in effect, makes employees owners of the company where they work. It also may offer them an attractive investment on favorable terms. Such plans tend to elicit a stronger employee commitment to productivity and quality, since they link employees' financial future to the company's success. At the same time, these plans express the company's good will through its offer to share ownership. Similarly, stock-option bonus arrangements are attractive compensation to financially savvy executives that link a portion of their compensation to the company's future; in essence, to their own managerial performance. Moreover, such plans tend to put a company's stock in predominantly friendly hands and sometimes can, should an undesirable takeover threat arise, be developed into a defense strategy.

Complements product marketing. Most companies' customers are, at the same time, investors themselves, exposed to the standard information flow of a public company. Articles about the company in local and regional newspapers and magazines—resulting from the company's news releases, media relations initiatives, and business journalist inquiries—will inevitably report on the company's products and services. National newspapers and magazines are much more likely to cover public companies than private companies and focus on products from a positioning and market-share perspective. Local radio and television business programs may contribute to this exposure. Even the daily stock market tables contribute to public awareness of the company. Likewise, the company's annual report, quarterly reports, and corporate identity brochures publicize the company's products as they define the company, outline strategy, and report on performance. Securities analyst reports serve the same function, but from an objective, analytical point of view. Such publicity can be an effective, if indirect, reinforcement of the company's advertising and product-promotion initiatives.

Expands business relationships. The publicity that a public company generates by meeting its disclosure obligations can also bring it to the attention of prospective suppliers and distributors as well as potential partner companies for joint ventures, and sometimes the research laboratory or inventor with a marketable idea. Such relationships, existing or future, are strengthened by the added confidence that comes from knowing that the company has met stringent Securities and Exchange Commission (SEC) reporting requirements and stock market financial and corporate governance listing standards. The assurance that a company's financial condition is subject to continuing scrutiny by the market may even affect various business negotiations favorably.

Facilitates mergers and acquisitions activity. A public company is better able to finance cash acquisitions because it has the option of raising additional cash through an offering. Alternatively, a public company can use its own stock and maintain its cash position. For acquisitions financed by an exchange of stock, a public company can offer a valuation determined by the market, avoiding the complications of calculating the value of a private company. Finally, in a merger, a public company offers the certainty of public disclosure and broad-based shareholder scrutiny when considering financial condition and operations.

Provides flexibility in personal financial planning. Shares of a public company are much more liquid than those of a private enterprise that can aid personal financial management, including portfolio diversification and asset allocation, as well as the eventual disposition of an estate. Given their public market valuation, calculating the proceeds from the sale of public shares can be done with some certainty. Moreover, the ability to time their conversion to cash, while observing insider selling restrictions and market trends, is greatly increased.

Responsibilities

Sharing corporate control. While the owner of a private company with venture capital financing is never entirely free to make strategic decisions unilaterally, a public company shares even more of the decision-making. Stock markets require independent members of the board of directors to provide precisely an objective review of management's policies. Certain corporate actions require shareholder approval, such as increasing the number of shares outstanding, creating a new class of stock, stock-option compensation plans, employee stock purchase plans, and mergers and acquisitions. Even in decisions where shareholder approval is not required by law, their interests, opinions, and reactions must be taken into account. Of course, your goal and theirs will largely be the same—enhancing corporate profitability—though you may inevitably disagree on the policies and methods to use and the timetable to follow. Also, your degree of control—measured in terms of the number of shares that you hold—may be reduced by secondary offerings or large shareholders acting individually or in concert to change the composition of the board or even replace management. Depending upon the economic environment and company performance, an unsolicited tender offer could wrest the company away from you entirely.

Sharing financial gain. The owner of a venture-capital financed private company is already sharing the profits in one way or another, but an initial public offering will vastly increase the number of those entitled, however indirectly, to a portion of the fruits of your labor. Such distributions are inherent to public share ownership of the company. Public companies with uneven cash flow may be pressured to make one-time or irregular dividend payments when revenues permit, while others with established cash-flow levels may be expected to institute regular periodic dividend payments. For certain growth companies, on the other hand, stock price appreciation may be the mechanism for rewarding shareholders. Indeed, investors merely selling shares in the public market after a price increase due to strong company performance is a kind of sharing in financial success, whatever the consequences.

Managing for shareholder value. Senior management of a public company and its board of directors are ultimately accountable to the shareholders and, therefore, must perform their fiduciary responsibilities diligently. Furthermore, because corporate control of a public company ultimately rests with the shareholders themselves, the objectives of any strategic decision must include enhancing shareholder value. Stock price itself will become a factor in management's deliberations. Since shareholder value is often measured in terms of the share price-to-earnings multiple, certain actions such as stock buy backs, may even be adopted specifically to increase that ratio. Others, such as stock splits, will be instituted simply to respond to the preferences of a large portion of the shareholder base. All of these measures, as well as strategic decisions directly affecting operations, need to be communicated to the market within the context of an ongoing investor relations (IR) program. Such a program positions the company with its shareholders and makes explicit to them the full value of their ownership position—value that they might not otherwise perceive.

Sharing strategic information. Periodic financial reporting, required by law, is an added business expense for a public company. This financial information and the required disclosure of material developments to shareholders may at times result in sharing what you, as the owner of a private company, would have previously considered confidential, proprietary strategic information. On the other hand, there is a wealth of competitive information on operations that is not required to be disclosed and, if known to competitors, would be as damaging to shareholders, in sacrificing the company's competitive edge, as the withholding of material information from them. Thus, while you must tell more than you ever thought advisable before going public, your company's competitive outlook ultimately should not be adversely affected by these disclosures. Prompt, clear disclosures will, in fact, help to build shareholder loyalty and the good will of the general public.

Start-up and ongoing costs. The initial and continuous costs involved in going public can be very high. In the beginning, substantial fees are required for various functions of the going public venture, such as underwriting discounts and commissions, as well as costs for accountants and attorneys. There are also filing, registration, and transfer agent fees involved. After your company goes public, you must consider the ongoing expenses of producing information for shareholders and regulatory entities, as well as continuing fees to lawyers and accountants as your company grows. Sample costs of going public are provided in the table below.

| Estimated Cost of Going Public | | | | | | |
|---|----------------------|--------------------------|--|--|--|--|
| Offering Value: | \$25 million | \$50 million | | | | |
| Item | Estimated Fee | Estimated Fee | | | | |
| Underwriting Discounts & Commissions | \$1,750,0001 | \$3,500,000 ¹ | | | | |
| Item 13 from Registration Statement | | | | | | |
| SEC Fees | 9,914 ² | 19,828 ² | | | | |
| NASD Fees | 3,3753 | 6,250 ³ | | | | |
| Printing and Engraving | 100,0005 | 100,0005 | | | | |
| Accounting Fees & Expenses | 160,0005 | 160,0005 | | | | |
| Legal Fees & Expenses | 200,0005 | 200,0005 | | | | |
| Blue-Sky Fees | 15,0005 | 15,0005 | | | | |
| Miscellaneous | 34,2005 | 34,2005 | | | | |
| Nasdaq Listing Fees | 32,2004 | 35,0004 | | | | |
| Transfer Agent & Registrar Fees | 5,0005 | 5,0005 | | | | |
| Total | \$2,309,689 | \$4,075,278 | | | | |
| 'Typically 7 percent of the offering value, exclusive of over-allotment shares | | | | | | |
| ² 1/29 of 1 percent of the offering value, inclusive of over-allotment shares | | | | | | |
| ³ \$500 + .01 percent of the offering value, inclusive of over-allotment shares, not to exceed \$30,500 | | | | | | |
| ⁴ \$5,000 + \$.005 per first 5 million shares, \$.0025 per next 5 million shares, \$.001 per remaining shares, not to exceed \$50,000 ⁵ Mean value | | | | | | |

The following table provides examples of the costs associated with a \$25 million and \$50 million dollar offering. These figures are to serve as estimates so a company can plan accordingly.

Relinquishing control over personal assets invested in the company.

Although your investment in a public company will be more liquid than if the company were still private, your control over liquidating that asset will nevertheless be limited. You may not trade shares purchased in the secondary market in response to nonpublic material information. In addition, there are periods specified by law when shares may not be traded at the time of earnings announcements, and periods when shares purchased in the public market may not be resold. Moreover, you must be careful to avoid even the appearance of trading on nonpublic material information, because such activity by insiders is used to support fraud claims in securities classaction lawsuits. Also, selling by high-ranking insiders can adversely affect market confidence in your company while buying sends a positive signal. Both should be coordinated with the flow of company events and an ongoing investor relations strategy. Establishing trading windows for corporate officers and monitoring such trading can help to ensure compliance and reinforce strategic goals, giving peace of mind even in the face of less freedom. Finally, stock issued when the company was private is still "restricted" under SEC Rule 144 even after the IPO. Such privately placed stock (and any other stock acquired by corporate officers in the public market) is subject to the Rule's sale restrictions unless it is included in a subsequent public offering.

Chapter 2



The Company Role and Selecting the Team: Company Officers, Investment Bankers, Attorneys, Accountants

The private company may already have one or more of the appropriate members of the underwriting



team—investment bank, law firm, accounting firm—serving it on a regular basis. More likely, however, you will need either to review existing relationships or establish new ones that will serve you well throughout the IPO process. In fact, you will probably continue your relationship with these professionals for some time after the underwriting. Personal rapport will, of course, be important. You will need to feel comfortable confiding sensitive information, secure that appropriate discretion will be observed, and confident in the honesty and accuracy of all advice.

The company role. Before selecting the team to take your company public, the top company executives must be ready to take on the responsibility and time involved in going public, and more importantly being public. The company's CEO and other close advisers will need to play a key role in the formation of the team, and will have to make complex decisions throughout the process of going public based on a review of information generated by the team.

The company's executives also must have a business plan prepared well in advance of making the decision to go public. The business plan should outline your company's strengths and weaknesses. It will also serve to "sell" your company to various entities by demonstrating the viability of your company and your plans to go public.

Act like a public company. It is imperative to begin to think and act like a public company—develop a publicly held attitude and mindset—as soon as possible. This includes addressing housekeeping issues such as cleaning up financials, establishing or reviewing internal controls, and reviewing company bylaws and stock option plans.

Prior to going public, companies should consider establishing and reviewing policies for corporate communications, developing investor and public relations programs, and setting aside resources to communicate with new constituents. It is necessary to develop standards for timely annual and quarterly filings with the SEC and to prepare for after-market support for new vendors and current team members.

This will prepare you for going public and, better yet, being public. It will also save on accounting fees and cut down on the time it takes to go public.

Time factor. Going public will take a great deal of time. Assigning someone to take the company public may prove beneficial so that the company is not derailed from its current business objectives. Once public, the CEO must address the responsibilities of being public and communicating and interacting with many new constituents.

The CEO or designated IR manager will dedicate a significant amount of time to managing and communicating to a variety of new constituents: research analysts, portfolio managers, and individual investors. It is best to prepare for this role in the earliest stages of going public.

Choosing an Investment Banker

Interest. At the outset, you need to make sure that you select an investment banker who will be the most likely to provide your particular IPO with the attention that it deserves and, afterwards, demonstrate a long-term interest in your company. Desirable ongoing post-IPO service includes proposals on financing alternatives, balance sheet structures, as well as advice on strategic decisions, in addition to trading support and continual research coverage. (See "NASD Review for Fair Underwriting Compensation, Terms, and Arrangements" in Chapter 3.) Prospective public companies and their IPOs differ, first, according to size of offering and, second, age of company and extent of its operations. There are global, full-service firms; smaller, full-service national firms with international capabilities; regional firms with in-depth geographic knowledge and varying product offerings; and boutiques, concentrated throughout the country, with an industry-sector or product specialty. Select an investment bank that

matches your company's particular stage in its life cycle. This will not always be the global firm, but if you are well served now by a high-quality, if less visible, firm, you may eventually grow to attract the attention of others. Increasingly, companies are choosing a regional firm and a national or global firm to manage and co-manage, respectively, their IPO.

Transaction experience. Not only should the investment banker have experience putting together IPOs, but preferably equity underwritings of the size you contemplate. Stock offerings of various sizes by companies of varying size and age pose their own unique challenges. The investment banker should be sufficiently knowledgeable and creative to propose effective structural solutions for your company's individual financial and strategic requirements. Finally, your underwriter should have experience in other kinds of financings and restructurings so that it can suggest useful capital formation measures in the future when equity offerings will not be most desirable.

Industry knowledge. Your investment banker will be able to serve you better if the banker has a working knowledge of your company's industry sector—its markets, business cycles, products, and competitors; common balance sheet structures and financial approaches to operations; investor expectations, characteristic financing techniques beyond IPOs, and, eventually, potential acquisition targets and joint venture partners.

Distribution capability. The ability to sell your company's stock and to target the desired type of investor purchasing it can affect the initial success of the offering, its subsequent market performance, and even long-range corporate control. Your investment banker should be able to place your stock with individual investors and institutions in the desired mix, targeting a particular region of the country if necessary, and perhaps bring in some international ownership. The underwriter should be able to arrange the appropriate syndicate to supplement its own placement strengths.

Market making. An appropriate volume of stock trading is essential to the long-term financial viability of your public company. If you go public on The Nasdaq Stock Market, your underwriter should commit to becoming a market maker in your company's stock and trade actively in it. You may wish to visit the market maker's trading room to observe its level of activity and meet the prospective traders of your stock. Other members of the selling syndicate should become market makers as well. Subsequent to the IPO, statistics on trading volume, quotations, and spreads will be available for your review.

Research. The visibility of your company with investors is a key ingredient of market performance. Periodic research reports keep your company before the eyes of institutional investors and brokers, who, in turn, will bring it to the attention of their retail clients. It is preferable if your underwriter has a strong, active research department and has indicated a long-term commitment to your company by assigning an analyst to follow it. Again, you may want to meet the analyst who will be assigned to your company before the IPO to become familiar with his or her background, analytical style, and predilections in communicating with companies. You should be careful, however, not to discuss the impending offering or any nonpublic information about your company. If you reveal information to analysts that the company has not yet announced publicly, you have made them, in effect, insiders, and they must then refrain from issuing reports until the company reveals the information to the public.

Choosing a Law Firm

Experience with underwritings. The attorney that you select to handle your initial public offering should be familiar with the underwriting process, including the rules, regulations, and protocols that govern it. Your attorney should also be accustomed to dealing with the SEC, the National Association of Securities Dealers, Inc. (NASD[®]) and the state securities commissions regarding prospectus approval, both in writing and over the telephone. For example, your attorney needs to know how to coordinate correspondence with staff of regulatory agencies, how to handle SEC filings, and must be familiar with the registration process, including the review of the prospectus and the registration statement. Such familiarity not only ensures that proper procedures are observed, but also helps to avoid inordinate delays because points of objection can be anticipated and remedied before filing.

Industry knowledge. Because corporate counsel will draft the prospectus, industry knowledge can be crucial to the description of the company's business and management's discussion and analysis, but particularly in identifying industry risks and judging if disclosure is adequate.

Full-service capability. A full-service law firm can provide helpful, convenient, and probably cost-effective advice to your principal attorney in matters of due diligence. Should issues about real property, intellectual property, patents, 401(k) plans, labor, or environment, for example, be raised, there likely will be a specialist on staff to provide an opinion.

Choosing an Accounting Firm

Stature in profession. Usually, any company about to tap the public market should retain a national accounting firm or a firm that is a member of the American Institute of Certified Public Accountants (AICPA).

Their stature will give your audited financial statements more credibility with investors, and their "comfort letter"—assuring that there is no indication that the unaudited financial data appearing in the prospectus do not consistently follow generally accepted accounting principles—will more readily give other members of the team confidence in the document.

Industry experience. Your accountant should be familiar with Financial Accounting Standards Board (FASB) guidelines in general and any pertaining to your industry in particular. Your accountant should also be knowledgeable about how revenue is customarily recognized in your industry as well as acceptable reporting alternatives. Sales, for instance, are booked differently from one industry to another, and flexibility will be particularly advantageous in cases where the distinction between product and service is not clear. Also, your accountant should be able to guide you through the calendar of necessary SEC filing requirements.

Familiarity with emerging growth companies. Because emerging growth companies tend to employ such incentive compensation arrangements as stock options, your accountant should be familiar with the varying consequences of reporting them according to the different models in use and make a judicious selection based on experience. Also, accountants accustomed to working with companies in the early stages of their development can be particularly helpful in designing and implementing effective financial systems and controls. Accountants can assist with preparing strong financial disclosure statements, and can advise you on corporate and personal tax implications when going public.

Some Previous Teams

Appendix C lists IPOs brought to The Nasdaq Stock Market during 1995. Included is the company and its industry; the total number of shares, the dollar value of the offering, and the initial price per share; and the underwriter, attorney, and accountant. This list is intended simply to give you some idea of who handled what kinds of offerings on Nasdaq[®] during this time period. It is in no way exhaustive of firms active in this business: other firms not appearing may have been involved in bringing companies public on Nasdaq in previous years. Also, they may have brought companies public on other stock markets during these years. If you are considering a firm not appearing on these lists and wish to learn about their experience in this area, request from them a list of their previous IPO transactions. Also you can contact a Nasdaq representative for a more tailored list of recent IPOs in your industry.

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Working with the Team: The Prospectus and Timeline

At the center of the IPO process is the prospectus. The prospectus is the first part of the registration



statement required by the Securities Act of 1933 for a company to issue new securities for public distribution. SEC regulations govern the contents of the prospectus as well as the supplemental financial information that comprises the second part of the registration statement. The SEC reviews the prospectus, as does the NASD in its capacity as the sole selfregulatory securities industry association registered with the SEC under the 1938 Maloney Act amendments to the Securities and Exchange Act of 1934. Also, state securities commissions review prospectuses for offerings to be sold within their respective jurisdictions.

Developing the Prospectus

The prospectus is both a disclosure document by law and a selling document by custom, since it is the only information that the law allows to be disseminated about the offering. Because the company, its corporate officers, and board of directors are absolutely liable for any misstatement or omission of material information—even if there was no intent to deceive—the narrative and accounting parts of the prospectus must be clear and complete. Usually corporate counsel is primarily responsible for drafting the narrative part of the

prospectus, while the accounting firm will prepare the financial statements and the investment banker will supply the underwriting details. Above all, it is important to be completely and fully truthful in responding to all information requested by these professionals. Your attorney will judge how to express positive information without exaggeration and negative information, while at the same time positioning the company as favorably as possible. The attorney cannot accomplish these objectives however, without first finding out what exactly must be described. All professionals involved will, in their turn, exercise "due diligence"—appropriate care and effort—in ascertaining the accuracy and adequacy of all statements contained in the prospectus. In the long run, by helping them you will help your company and yourself.

The prospectus is required to contain a detailed description of the business, a description of management structure, management compensation figures, and a description of any transactions between the corporation and management, as well as the names of principal shareholders and their amounts of ownership. The prospectus must also include audited financial statements and a management discussion and analysis of operations and financial condition, together with information on the use of proceeds, effect of dilution on existing shares, dividend policy, and capitalization. The prospectus also describes the underwriting agreement—including whether the underwriting will proceed on a firm commitment or best efforts basis, as well as all forms of compensation—and the selling syndicate.

In particular, a statement of all risk factors is essential, as is the careful and prudent characterization of the company's operating condition and competitive position. Factual statements about the company and its historical performance should predominate; any statements about prospects should be carefully qualified. Within these constraints, the prospectus still functions as a sales brochure because all prospectuses observe the same kind of precision and cautionary tone.

SEC Review for Adequate Disclosure

The SEC's role in the regulation of IPOs, as with corporations generally, is primarily in the area of disclosure. Within the SEC, the Division of Corporation Finance will review the registration statement when it is filed for the accuracy and adequacy of all "material facts"—information that would affect investment decisions. IPOs tend to be scrutinized more closely than secondary offerings because they have not been subject before to such careful analysis.

The SEC will respond formally to the registration statement with a comment letter specifying any deficiencies that need to be addressed. The company, in turn, may file a letter with the SEC responding to requests for information and describing proposed amendments to the prospectus. If the SEC is satisfied with the submission, it will indicate that it will declare the registration statement effective upon request. Because the prospectus must be circulated to potential investors at least two days before the investment decision, the SEC may at times determine that the preliminary prospectus contains a serious misstatement or omission that requires the company to recirculate an amended version of the

preliminary prospectus. Where an offering structure is particularly complex, the company can request a prefiling conference with SEC staff to assist in resolving significant issues.

While there is no way to predict what portions of the prospectus will receive the closest SEC scrutiny, the SEC does place great emphasis on the discussion of the company's operations and financial results (Management's Discussion and Analysis, the MD&A)—explaining the company's financial performance, liquidity, and resources. Since certain alternative accepted accounting procedures may exist for reporting particular revenue, the SEC may either object to or require further explanation why a particular method was employed. Certainly adequate disclosure of risk is a perpetual concern of the SEC as is sufficient support for positive statements about the company's competitive position. Management compensation is also closely scrutinized.

NASD Review for Fair Underwriting Compensation, Terms, and Arrangements

While the SEC's review focuses on disclosure, the NASD's review focuses on the fairness of underwriting compensation, terms, and arrangements. The NASD's review protects the issuer by monitoring the relationship between the company and the underwriter to ensure that the amount of compensation paid to underwriters and the terms and arrangements relating to the proposed distribution are fair and reasonable. The NASD's underwriting compensation guidelines prevent excessive compensation to the underwriters and ensure that the company receives a fair share of the purchase price paid by investors. Excessive underwriting compensation reduces the net proceeds of the offering that the company can use to carry out its business plan successfully.

The NASD's review is conducted by its Corporate Financing Department according to the NASD's Corporate Financing Rule and Code of Procedure. To ensure that investment bankers are fairly compensated for the risks that they assume in an underwriting while making sure that the company is not overcharged for these services, the Rule distinguishes between various kinds of risk according to types of underwritings. A "firm commitment" underwriting entails greater risk than a "best efforts" underwriting because the investment banker commits its capital by buying the securities outright and becomes the owner of all that are not resold to the public. In a best efforts underwriting, on the other hand, the investment banker agrees to make a good faith effort to sell the securities on behalf of the issuer but does not risk any capital by purchasing them beforehand. Likewise, an investment banker assumes greater risk and greater expense in an IPO than in a secondary offering because the investing public is not familiar with the company—readily disposed to purchase on the basis of established stock performance, disclosure, research, and publicity—and the firm must educate the market to a degree far beyond that required for a secondary offering.

While taking into account these risks, the NASD evaluates all forms of compensation, both cash and noncash items such as stock, stock options, warrants, and contractual post-offering investment

banking services, according to formulas specified in the Rule. A determination of fairness is then made on the total of cash and noncash items and on whether any arrangements are present that are presumed to be unfair and unreasonable under the Rule. If the NASD finds that the proposed compensation and arrangements are unfair or unreasonable, the company and its underwriter will need to renegotiate compensation, revise the unfair arrangement, and amend the prospectus. The SEC will not declare an underwriting effective until the NASD has concluded its review and issued a comment letter expressing an opinion of "no objections" to the proposed compensation and arrangements.

The actual NASD guidelines stipulating the maximum amount of compensation allowable in various sizes and types of offerings remains confidential in order to preserve a competitive environment among underwriters. Companies should interview several underwriters and negotiate the most favorable compensation arrangements, taking into account all cash, securities, rights, contractual services, and consulting agreements that may be part of the compensation package. Companies and underwriters may request prefiling advice from the NASD regarding the fairness of prospective compensation packages.

Companies should keep in mind that the NASD's compensation guidelines apply to both underwriters and "related persons" such as a "finder"—someone whose service to the company is to locate an underwriter and sometimes other members of the underwriting team—and a "financial consultant"—someone who advises on the financial statements, size and price of the offering, and other financial matters. Any compensation paid to a finder or to a financial consultant is counted under NASD rules as part of the total compensation package for the offering. Companies should exercise caution, therefore, in hiring finders and financial consultants since compensation paid to such persons will reduce the amount of compensation remaining under the guidelines.

Thus, a company may have difficulty attracting an investment bank to undertake the IPO after accounting for finder's or consultant's fees because there will be insufficient allowable funds remaining to pay the desired underwriter's customary compensation amount. In certain cases, the company may have to settle for an underwriter who may be unable to provide all of the services that a successful underwriting requires. Sometimes the company may not even be able to engage an underwriter for the amount of compensation remaining.

State Securities Commissions Review of Merits of the Offering

Neither the SEC nor the NASD reviews an initial public offering for its soundness as an investment, that is, aspects of the company that may ultimately affect the future performance of its stock. The SEC ensures that all the facts that would influence an investment decision are clearly and accurately disclosed and the NASD ensures that underwriting compensation is fair to both the company and the investment banker. A number of state securities commissions, on the other hand, do review the merits of a security. Typically, their "merit review" standards are indefinite, expressed in terms of offerings that are "fair, just, and equitable." Thus, state administrators can exercise broad discretion over offerings that can be sold in their states.

Most states generally exempt from their registration requirements securities that will be traded on the Nasdaq National Market[®] or a national securities exchange. For other states or for IPOs to trade on other markets, the company, through its counsel, will also have to file with each state in which the securities will be sold. The offerings will be reviewed according to state laws that have come to be referred to as "blue-sky" laws, after the suspect investments that they are designed to prevent. Over two-thirds of these state securities laws stipulate merit as a qualification. Their reviews may focus on prospective shareholder value and control, such as share dilution and voting rights; the legitimacy and viability of the company, such as revenue stream, sales, potential products or services; or, insider privileges, such as options, loans, or other financial arrangements, or seats on the board.

If necessary, you and your IPO team will have to make adequate preparation to secure approval in those states where your securities will be sold at approximately the same time as you expect SEC and NASD approval so that the offering is not delayed and market-timing opportunities curtailed. State filing fees are usually based on the aggregate dollar value of shares sold in the state, and sales reports may have to be filed after the offering to verify previous figures submitted.

The IPO Process

The entire initial public offering process is at once fast-moving and highly structured, governed by an interlocking set of federal and state laws and regulations and self-regulatory organization rules. Each member of the IPO team has specific responsibilities to fulfill. Members of your team will advise you with regard to their specialty. However, you must decide what is best for your company. Ultimately, the company calls the plays for the team.

Present proposal to the board. The IPO process begins with management making a presentation to the board of directors, complete with business plan and financial projections, proposing that the company enter the public market. The board should consider the proposal carefully.

Restate financial statements and refocus the company. If the board approves the proposal to go public, your company's books and records should be reviewed for the past five years and financial statements restated, if necessary, to adhere to Generally Accepted Accounting Principles (GAAP) in order to be certified. Any intracompany transactions, compensation arrangements, and relationships involving management or the board customary to a private enterprise but improper for a public company must be eliminated and the statements appropriately

restated. Also, you should consider whether the market will perceive negatively any exploratory affiliated operations tangential to your company's core business.

Find an underwriter and exchange a "letter of intent." At this point, your company should select an underwriter if it has not already engaged one (see "Choosing an Investment Banker" in Chapter 2). Then formalize your relationship with the underwriter through a "letter of intent" between your company and the underwriter outlining fees, ranges for stock price and number of shares, and certain other conditions.

Draft prospectus. After the letter of intent is exchanged, your attorneys begin work on the prospectus. While the prospectus is being developed and revised, members of the team pursue a number of other activities.

Respond to "due diligence." Now your investment banker and accountant will begin an elaborate investigation of your company. Your underwriter will examine management, operations, financial condition, performance, competitive position, and business plan as well as labor force, suppliers, customers, creditors, and any other factors or parties that have a bearing on the viability of the company as a public entity and the proper, truthful, adequate disclosure of its condition in the prospectus. The accounting firm will examine financial information and such specific documents as contracts, billings, and receipts to ensure the accuracy and adequacy of financial statements.

Select a financial printer. Your company selects an experienced financial printer who is familiar with SEC regulations governing the graphic presentation of a prospectus and that has facilities to print sufficient quantities quickly and accurately under severe time constraints.

Assemble the "syndicate." After the preliminary prospectus has been filed with the SEC and is available for circulation among potential investors, your underwriter assembles the "syndicate," consisting of additional investment bankers who will place portions of the offering to achieve the desired distribution. Your underwriter accumulates "indications of interest"—solicited through its efforts as well as the syndicate's—from institutions and brokers that have approached their clients. These give assurance that the IPO is viable and help to determine the final number of shares to be offered and the allocations to investors.

Perform the "road show." Your investment banker and your company design and perform the "road show," a series of meetings with potential investors and analysts in key cities across the country and perhaps overseas. The road show consists of a fairly elaborate formal presentation on the company's operations, financial condition, performance, markets, and products and services delivered by the company's top executives, who are then available for questions. The "road show" has become increasingly important not only to communicate key information to investors but also to display the managerial talent and expertise that will be leading the company. Prepare, revise, print the prospectus. In the meantime, the preliminary prospectus has been prepared and revised according to SEC and NASD comments. The NASD has issued a letter stating that it has no objections to the underwriting compensation, terms, and arrangements. The SEC has indicated its intent to declare the registration effective. The preliminary prospectus has been circulated to potential investors at least two days before the effective date. The final version of the prospectus can now be printed.

Price the offering. Just before the underwriting agreement is signed—on the day before the registration becomes effective and sales begin—the offering is priced. Your investment banker will recommend for your approval a price per share, taking into account your company's financial performance and competitive prospects; the stock price of comparable companies; general stock market conditions; and the success of the road show and ensuing expressions of interest. While your company will want as high a price as possible, an offering that does not sell or sell completely will not be in your best interest, or the best interest of irate investors who find the share price declining in the market immediately after their initial purchase. In fact, investors look for at least a modest increase in the market price to reassure them about their investment decision.

Determine the offering size. Your investment banker will also consult with you regarding the offering size, considering how much capital your company needs to raise, the desired degree of corporate control, and investor demand. Often, the more shares outstanding, the greater the liquidity of the stock, which will increase institutional interest. On the other hand, too great a public float may lower the price-to-earnings ratio to an unattractive level.

In the following box is an "Initial Public Offering Schedule" that indicates the various tasks involved in taking a company public, which team member has primary responsibility for each task, and the general time frame according to which the tasks are usually completed.

Initial Public Offering Schedule

This schedule applies to a fully syndicated, fixed-price offering. The time frames are merely illustrative.

| | 2 years | 1-6 months | 1-3 months | 1-4 weeks |
|--------------------------------|---------------------------|---|--|---|
| Company | Act like a public company | Select the team; Execute letter of intent | Select printer & transfer agent | Executives perform "road show" |
| Company Counsel | | Perform "house- keeping" of company records; Draft S-1; File with the SEC | Prepare & file preliminary registration statement | Clear SEC comments |
| Company CPA | | "Clean-up" and restate balance sheet; Prepare & review audited financial statements | Prepare draft "comfort letter" | Prepare updated audited state- ments, if necessary |
| Investment Banker | | Assess market; Make presentation to board | Continue due diligence | Orchestrate "road show"; Solicit expres- sions of interest |
| Investment Banker's Counsel | l | Begin due diligence | Prepare NASD filing; Undertake "blue-sky" filings | Clear NASD comments |
| Financial Printer | | Print preliminary registration state- ment/prospectus | Produce SEC & NASD "filing packages" | |
| SEC | | Confer regarding "problems," if necessary | Review preliminary registration state- ment; Issue comment letter | |
| NASD | | Request prefiling advice, if necessary | Review preliminary registration statement; Issue comment letter | Resolve comments |

| Before Effective Dat | e | After Effective Date | | |
|--------------------------------------|---|---|--|--|
| 1-10 days | 1 day | 5 days | 0-30 days (optional) | |
| Issue press release | Execute underwriting agreement | Provide certificates; Collect proceeds | Provide additional certificates; Collect additional proceeds | |
| | Request acceleration; File final registration statement | Deliver documents/ opinions | Update closing documents | |
| Deliver draft "comfort letter" | Deliver final "comfort letter" | Deliver "bring down comfort letter" | Second "bring down comfort letter" | |
| Form syndicate; Place "tombstone" | Execute underwriting agreement | Provide net proceeds | Exercise overallotment option; Make deter- mination about issuing research report | |
| Continue due diligence | | Assist in closing | Assist in second closing | |
| | Print final registration statement/prospectus | | | |
| | Declare offering effective | | | |
| | Declare no objections | | | |

Chapter 4



Selecting a Market: The Nasdaq Stock Market and the Exchanges

Not all stock markets are the same. They vary by listing requirements (to begin trading) and maintenance



standards (to continue trading), as well as by their rules and regulations governing trading, reporting, and settlement. Stock markets also vary according to market structure and trading mechanisms. The choice of market for a company undergoing its IPO is a strategic financial decision. It is wise to choose the best market for your company—one that enhances the attractiveness of your stock to investors and broker/dealers, minimizes your cost of capital, and aids you in fulfilling your responsibilities as a public company.

Types of Securities Markets

Screen-based versus floor-based. A screen-based market, like Nasdaq, enables participants to trade stocks with each other through a telecommunications network: they access the market on their desktop terminals anywhere they happen to be located while a mainframe computer processes trading information. A traditional floor-based securities market, like an exchange, on the other hand, operates in a specific building, where participants must be present to trade stocks. Thus, a screen-based market poses

no geographical obstacle to direct market participation, nor is participation restricted by the size limitations of the place where the market is located. In essence, floor-based markets wait for capital to come to the market, while screen-based markets bring the market to those in need of capital.

Multiple market maker versus specialist. Screen-based markets enable a large number of dealers to make markets in a company's stock, committing to the stock by taking a position in their proprietary accounts. Each of their respective bid and ask quotations are broad-cast to all market participants and appear on the computer screen. By contrast, a floor-based exchange assigns all trading activity in a company's stock to one specialist who matches customer orders, trades for its own account, and formulates the public quote for the stock. Like dealers, specialists also make markets in a number of different companies' stocks. Unlike a dealer, however, a single specialist has the exclusive right to make a market in a specific company's stock.

Quotation-driven versus order-driven. Screen-based markets are usually quotation-driven: dealer bid and ask interest for a guaranteed minimum number of shares is constantly broadcast for other dealers to respond. Floor-based exchanges, on the other hand, are orderdriven: specialists respond to incoming buy and sell orders, whose irregularity will influence their ability to make a market in a company's stock and may necessitate a halt in trading.

The Nasdaq Advantage

Increased visibility through market-maker sponsorship. Unlike the specialist, who does not promote a company's stock in any way, Nasdaq market makers commit to your company by taking sizable positions in their proprietary accounts, merchandising through their institutional contacts and their own or affiliated retail networks, and maintaining continuous research coverage. They have a strong incentive to keep your stock before the investing public and to see it realize its full valuation potential, not only because of their substantial investment in the security, but also because they wish to maintain their natural advantage to secure future business from your company. If you list on Nasdaq, your underwriter in effect is enrolling your future market makers by assembling the syndicate.

Greater market depth. Because Nasdaq encourages an unlimited number of market makers to trade your company's stock, their aggregate financial position represents greater available capital to support uninterrupted trading in your stock. Continuous trading capability reassures investors of your stock's marketability, particularly in periods of unusually heavy volume, and helps build shareholder loyalty. Over the past few years, Nasdaq National Market securities have averaged 11 market makers. Since an exchange allows only one specialist for each stock traded on its floor, available capital is limited solely to the financial resources of that firm. Moreover, since specialist firms average over 40 stocks to which they have an exclusive right to trade, a specialist's available capital to support trading must be allocated among some 40 stocks. When order imbal-

ances occur and the specialist's account cannot handle the overflow, the specialist declares a halt in the company's stock trading. No halts for order imbalances occur on Nasdaq.

Greater liquidity. Nasdaq's multiple market makers also provide your company's stock with greater liquidity: large blocks can be traded without considerable effect on share price. This reduction in volatility also gives your investors confidence in the ownership position they have taken in your company, as wide market swings can distract attention from solid company fundamentals or favorable prospects.

Price efficiency through competition. Investors are attracted to investments offering value and service. Only competition can create price efficiencies in securities trading and incentives for service quality. On Nasdaq, the competition for customer orders among multiple market makers ensures investors the best price for the stocks they purchase. Furthermore, Nasdaq makes strong efforts to service all investors, small and large.

Lower overall cost of capital. A recent study has demonstrated that a company's cost of capital, measured in terms of its price-to-earnings ratio, is lower for Nasdaq companies than for companies whose shares are traded on the New York Stock Exchange (NYSE). Over the past nine years, companies had higher price-to-earnings multiples on Nasdaq in practically all market-capitalization and industry categories studied.

Quality entry requirements. The Nasdaq National Market's stringent entry requirements and maintenance standards for prospective public companies—in terms of both financial guidelines and corporate governance standards—distinguish your company as a quality investment. See Appendix A for a detailed listing of entry requirements.

Low-priced service provider. Nasdaq's initial (entry) and annual (maintenance) fees for companies are lower than fees among the leading markets, reducing your company's cost in accessing the public markets for capital. See Appendix A for a detailed listing of Nasdaq fees.

Trading history and investor relations informational resources. Nasdaq provides its Nasdaq National Market companies a variety of information services to aid them in their corporate finance decision-making and investor relations programs.

- Prior to listing, prospect companies are assigned a counterpart in business development who serves as a direct liaison between your business and The Nasdaq Stock Market. Your Business Development Director will consult with you on issues relating to going public in general and to a Nasdaq listing specifically; provide customized analysis of your peers on Nasdaq and the NYSE; and present to your executive management team and board of directors the benefits of The Nasdaq Stock Market.
- After listing on Nasdaq, each Nasdaq National Market company is provided with a primary contact, a Director of Nasdaq Company Services, who is qualified to answer questions on the

performance of the company's stock and to help the company develop a customized investor relations program. Your director can:

- consult with you on issues related to your company's stock, such as stock splits, secondary
 offerings, and increasing visibility in the investment community;
- provide customized analysis of your security's performance;
- offer recommendations of specific actions your company can take;
- present a complete perspective on trading in your industry category;
- notify you of rule changes that may affect your regulatory filings; and
- make presentations to your executive management team and board of directors on any aspect of your status as a public company.
- For current and historical information on their stock's activity, Nasdaq National Market companies can access on their personal computers INFORMM[®], an on-line, screen-based data system that contains inside bid and ask quotes; high, low, and last-sale prices; current block trades; daily and monthly share volume; market-maker activity; and similar information on 80 portfolio stocks on Nasdaq or the exchanges.
- As for hard-copy information, Nasdaq National Market companies are sent monthly a *Summary of Activity*TM *Report* that charts daily price and trading volume of your stock so that you can trace the effects of company announcements, advertising campaigns, business and economic news, and other factors affecting the market for your stock.
- Nasdaq National Market companies are sent quarterly *The Corporate Record*TM—market performance statistical analyses on your stock and that of 10 company-selected peer stocks on Nasdaq and the exchanges over the previous quarter and the past four years. Such information, critical to financial management and investor relations planning—including stock price, share volume, price-to-earnings multiples, debt-to-equity ratios, institutional holdings, analyst earnings estimates—is presented in visual form suitable for presentations to your board or management.
- Information about company market activity is currently available via The Nasdaq Stock Market website. At this site, users can access full stock quotes, Multi QuotesSM for a glance at five company stocks at once (all quotes are 15 minutes delayed), the Nasdaq 100[®] Index, the 10 most advanced and declined stocks, and the most active stocks by both share and dollar volume. The address is http://www.Nasdaq.com.
- Nasdaq National Market company executives are routinely invited to Nasdaq-sponsored investor relations and capital formation programs. These programs are designed for a company at every stage of its lifecycle and are often held in conjunction with the nation's most prestigious universities. Topics include:
 - communicating to shareholders;
 - shareholder litigation;
 - managing expectations of the street;
 - executive compensation and corporate governance; and
 - reaching international investors.

• Nasdaq National Market company executives regularly receive *Bulletins* reporting critical regulatory developments on market mechanisms, corporate governance, and reporting requirements, among other areas.

Join the best performing market. The Nasdaq Stock Market is known for its innovative, forward-looking growth companies. Investors anticipate attractive returns with such companies and routinely look to Nasdaq for these opportunities. By going public on Nasdaq, your company will not only join companies leading in their industry, but be associated with the best performing stock market.



In 1995, the Nasdaq Composite[™] index outperformed all major domestic and international indices.

Chapter 5



Being Public: New Constituents and Investor Relations

Once your company has gone public, its capital raising ability will largely depend on



the investing public's valuation of its worth as reflected in its share price. Even the availability, magnitude, and terms of nonequity financing will be influenced by the stock market's assessment of your company's prospects. Companies most successful in attaining optimum market valuation view their stock as another product or service that they provide customers, in this case, investors. They market this product—in essence, the company itself—through a well-conceived and well-executed investor relations program.

Objectives of an Investor Relations Program

Make the stock attractive as an investment product. Given that investors have a wide variety of alternatives in which to put their money, a public company must position its stock in the forefront of attractive investment opportunities. Such positioning will range from promoting the company to enhancing the investment vehicle itself through the institution of regular dividends, stock buy backs, or stock splits.

Attain and maintain the highest sustainable price for the stock. Share price must always be considered in relation to your industry, earnings history, growth, and growth potential.

Achieve a price-to-earnings ratio above the industry average. A

price-to-earnings multiple commensurate with your company's performance but above the average for its industry sector will distinguish it as a superior equity investment.

Build a broad and diversified shareholder base. You will want as broad and diversified a shareholder base for your company as is appropriate for its size, age, customer base, and market position. Such a roster of shareholders increases the company's visibility before other investors as well as professions serving the company, its business associates, and customers. Smaller companies may prefer a regional shareholder population, while those doing business nationally and internationally may want investors across the country and overseas.

Attract an appropriate shareholder mix. Primarily for the purpose of corporate control, you will want a balance of individual and institutional shareholders. Although individual investors are usually expected to be more loyal than institutions, you should keep in mind that many individuals now invest in stocks through mutual funds. Conversely, in our age of shareholder activism, institutional investors now frequently view their sizable stock investments as long-term positions in a company, whose strategic policies they will attempt to influence.

Build a liquid but stable trading market for the stock. Although it may now be somewhat more difficult to identify investor predilections, you nevertheless will want to encourage an appropriate level of trading activity in your stock to keep it a liquid investment while avoiding volatility that will scare away potential investors. You can achieve suitable liquidity by attracting the desirable mix of shareholders: short-term investors who buy your stock looking to capture periodic trading profits, and long-term investors who hold the company's stock through periods of unusually weak or strong performance.

Preserve a ready market for the company's securities for future capital raising. Your company should be sufficiently known and appreciated by the investment community that secondary stock offerings or bond issues, however substantial, can be readily sold to retail investors or placed with institutions. In this way, strategic financial management depends directly on effective investor relations for its success.

Strategies for Audiences

Shareholders—retail. The individual shareholder still tends to be the most loyal to a company. While rewarding shareholders with good results is certainly most effective in securing that loyalty, the way your company routinely treats the individual investor will be decisive during periods of weak performance. Your public company needs to make the individual investor feel included among the company's priorities. Such concern can be demonstrated through clear, honest, timely communications. In addition to the printed materials sent by your company, these

shareholders will be influenced primarily by their brokers, next by media coverage and, to a lesser degree, securities analyst reports.

Shareholders—institutional. Increasingly, the sophisticated, skeptical institutional investor needs to be reassured of management's capabilities and the wisdom of their strategic plan. While most investment managers are results oriented, the influence of shareholder activists has lengthened the traditional time horizon for many. In return for their patience, today's institutional investors expect an audience on, if not influence over, strategic decisions. Your company can help to solidify its position with its institutional shareholders by initiating and maintaining a continual dialogue. Institutional managers supplement their own analyses of companies with sell-side securities analyst research as well as that of in-house buy-side analysts, and they do listen to investment bank sales representatives.

Securities analysts. The most probing and incisive of a public company's audiences, securities analysts are particularly dependent on their reputation for the "correct call." Your company can give them confidence in their assessments by mobilizing for them publicly available information on the company's situation and direction. Inform them promptly and fully of all material developments; provide honest, focused, at times detailed replies to their questions; and send useful strategic, operational, market, and product information and statistical data. Your company should position itself with analysts by suggesting appropriate criteria by which it should be appraised—indexes, ratios, competitors, markets—lest the analyst judge the company by standards that are not entirely relevant. To facilitate communication, your company should offer analysts a daily contact—perhaps an investor relations officer—for routine inquiries, frequent access to the Chief Financial Officer or ranking financial executive for financial policy and condition, and periodically the Chief Executive Officer for discussions of strategic direction. Given the analyst's considerable influence over institutional investors and brokers, your company should provide them with as much information as is commensurate with its business interests and the securities laws. Your company should present itself in the best possible light without making qualitative statements that are more properly the domain of the analyst, avoid revealing competitive information, and never make the analyst privy to material information that has not yet been publicly disclosed—which will have the effect of silencing that analyst until the announcement is made.

Stock brokers. Retail stock brokers have considerable influence over the individual investor, and the "big producers" command the attention of their peers. Because they must sell a variety of equity investment alternatives to numerous customers, time constraints prevent brokers from acquiring an analyst's indepth knowledge on any one company and from imparting such detail to their customers. Consequently, they place their trust in analysts they respect, their sales managers, and their own judgment. Nevertheless, your company can adapt its communications strategy to brokers' requirements by supplying them with a few succinct, compelling selling points about its stock, which will convince the brokers and, in turn, help them to convince their customers.
Business media. Journalists covering business news are concerned about truthfulness, incisiveness, exclusivity, novelty, originality, and independence. They want to report accurate news about your company, be the first or among the first to do so, and yet not appear to be an extension of your company's marketing program. Moreover, their deadlines are often a matter of hours, sometimes minutes. Your company always needs to be prepared to supply them with accurate information quickly and succinctly, preferably in quotable statements or phrases. At the same time, your company must endeavor to present itself in the most favorable terms. Finally, its spokespeople must be schooled in handling series of probing questions journalists tend to ask in order to ferret out what they feel is the "real story" or any weaknesses with which they can balance the strengths. Relationships should be developed with journalists covering your company's industry for the most prominent business publications. Build these relationships by trying to provide journalists with helpful information. Present spokespeople as sources of information on the industry as well as your company. Suggest cutting-edge story ideas that may or may not involve your company as well as additional sources of information outside your company. This approach will actually increase the frequency of your company's coverage as well as its fairness.

Market makers. For Nasdaq companies, how well their stock trades will depend, after investor interest, on the quality of the market that its market makers create for them. Are the bid and ask quotations competitive with other comparable stocks and with other market makers in your stock? Your company should generate continuing interest in its stock with market makers by alerting them to corporate developments or programs that may increase investor demand and trading volume. Acquiring additional market makers, through presentations, will draw further attention to the stock and create more activity.

Tactics

Corporate brochures. All of your company's written communications—the style of their language and graphic design as well as their content—are a major source of your company's image. The annual report is as much a marketing initiative as it is a required legal document. Your company can supplement its routine communications with an attractive corporate brochure that defines the company, articulates its strategy, presents its operations, and profiles its top executives. Send it to all audiences and revise it regularly.

News releases. News releases reporting material developments are required by law to satisfy disclosure requirements to the investing public. A company is customarily considered to have made a good faith effort at disclosure when it sends a release to the market on which its stock is traded, the major news wires (Dow Jones, Reuters), paid news wires (PR Newswire, Business Wire), and the major national newspapers (*The Wall Street Journal, The New York Times*), and the major newspaper of the city where it is headquartered. In addition, your company will want to send to its regular press list, which will include other wires such as the Associated Press and United Press

International, business information services such as Standard & Poor's and Bloomberg, business magazines, trade publications, and regional and local newspapers where your company does business or has investors. They can also be sent directly to your analysts. It is imperative for your company to inform the financial community regularly of its performance, reporting favorable and unfavorable material developments promptly. Not only does this build your company's credibility, but it also may help prevent shareholder class action lawsuits that tend to be precipitated by sharp declines in share price. Adequately preparing the market for bad news over time will help to effect a gradual, rather than precipitous, decline in stock valuation.

Backgrounders and fact sheets. One-page discussions of important corporate developments, operations, products, markets, industry, personnel, ecological and social programs, charitable contributions, sponsored community events, and corporate history, as well as one-page presentations of factual and statistical information on operations and performance with charts and graphs can serve as effective periodic direct mailings in themselves or may be used to customize an information package for particular occasions. Although usually intended for press distribution, backgrounders and fact sheets—succinct, well-organized, and easy to use—are effective communications tools with brokers and other audiences under severe time constraints.

Shareholder letters from corporate officers. Occasional letters from the Chairman of the Board or the Chief Executive Officer to shareholders on developments of strategic importance strengthen your company's relationship with them. These letters can be particularly effective in times of crisis and can reassure during periods of weak performance.

New shareholder welcome letters and telephone calls. An individual's new investment in your company provides the opportunity not only for a welcome that will help to engender loyalty but also to familiarize the investor with your company through accompanying materials. For institutional shareholders taking large positions, a telephone call offering any assistance in the future can be an appropriate beginning to a long-term relationship.

Institutional shareholder visits. Regular, periodic visits by your company's ranking financial officer or chief executive to institutional shareholders will indicate that the company values them and demonstrate that their advice on strategic direction will be taken into consideration. While these executives should be prepared for difficult questions, such meetings can diminish the possibility of more direct, public confrontations. Executives must be careful, however, not to reveal nonpublic material information.

Shareholder surveys. Occasional surveys of shareholders, individual and institutional, can give insight into the preoccupations and objectives of investors regarding strategic direction, operations, and investment goals and requirements, as well as such shareholder-oriented initiatives as dividends and stock splits. They are also persuasive evidence of the company's commitment to shareholder satisfaction. Analyst group meetings. Your company can regularly schedule analyst group meetings in those financial centers containing large concentrations of its analysts. The frequency of these meetings depends on the size of your company and the strength of its following, though quarterly is recommended. If analyst coverage is modest, individual meetings may be more appropriate. Plan group presentations carefully and use slides, video, or other visual aids. Schedule time to field questions, and distribute a transcript of the presentation and hard copy of visuals, if possible, or substitute charts and graphs. Some of these techniques may also be appropriate for individual meetings. It is advisable not to have joint analyst/press meetings, because the questioning will often be at cross purposes and the company risks leaving a confused impression on both audiences. Be sure that all statements your company's representatives make at these meetings consist of public information.

Analyst trade association presentations. Analysts belong to national, regional, and local trade associations and specialty groups focusing on specific industry sectors. These associations regularly sponsor forums for company presentations or will cooperate with companies to arrange such meetings. Not only will such presentations keep your company's regular analysts up to date, they may also attract others to your company.

Analyst on-site company tours. Inviting analysts to well-planned visits to company headquarters or facilities can help build a positive company image, for instance, by reinforcing statements about modern plant and efficient operations; effective, well-trained personnel; or visible cost-reduction measures. While your company must make sure that nonpublic, material information or trade secrets are not on display, analysts can be introduced to a wide range of information firsthand. Such visits build good will and instill confidence as they serve to inform.

Analyst prospecting. Companies may wish to increase their analyst following through several initiatives. A direct mail campaign targeted at particular regions of the country where increased coverage is desired to attract investors is an inexpensive method. Indications of interest can be followed by regular informational mailings. Perhaps more effective, if more expensive and time-consuming, is a telephone survey eliciting degrees of interest and desired channels of communication. Most effective is to target particular key analysts for office visits and presentations by corporate officers.

Broker mailings. Although stock brokers generally seek their decision-making information from other sources, selective corporate mailings of the annual report and certain fact sheets will serve as a useful reminder of your company.

Broker sales manager meetings. Scheduling succinct, well-planned presentations to sales managers that direct large retail brokerage operations can result in an increase in the attention paid to your company by a substantial number of their sales force.

Media interviews. Scheduling interviews with journalists for information only, rather than for an article, may actually bring about a future article at the same time that it helps to strengthen the relationship. Be sure to inform the journalist what topics your company's spokesperson is prepared to discuss and obtain an understanding whether the interview is "on the record"—statements are quotable and for attribution to your spokesperson—or "off the record" and unquotable, even without attribution. Speaking off the record to a journalist can be risky: misunderstandings may arise regarding availability for quotation; you cannot control the use to which the information will be put nor to whom it will be communicated; and you sacrifice interview time that can be used to make statements that can be quoted. Corporate spokespeople do well to observe the following rule: if you don't want to see it in print, don't say it. Prepare the spokesperson by providing any necessary information on those topics and organizing their thoughts into succinct bullet points. Also, formulate a list of positive and negative questions on the topics and the company in general. Stage a mock interview for less experienced spokespeople. Caution spokespeople to stop talking when they have answered a question to their satisfaction: running on will run them into trouble.

Press briefings. Press briefings attract their best attendance when held in conjunction with a significant corporate event or announcement, but they can also be effective when organized around a topic of particular interest.

Your company can invite other companies from your industry or related industries or professions to participate. Brief presentations followed by a question and answer session are the norm. Breakfast or luncheon meetings are most time-efficient for journalists. Follow-up mail invitations and telephone calls with reminder calls the day before the event. Keep in mind that the drawback to press briefings from a journalist's point of view is that any question they ask and the resulting answer are available for all others attending to quote, whereas the same question and answer in an interview is their exclusive. Remember too that such an interview will probably be available to them by telephone. Attendance at press briefings may therefore seldom be what you might expect. The presence of ranking corporate officers at the same place at the same time, ones to whom most journalists would not have easy access, is a major draw.

Market-maker trading-room visits. For Nasdaq companies, periodic visits by one of your company's top executives to your market maker at the firm's trading room can give your stock a face and personality, as well as provide an opportunity to communicate valuable information, answer questions about the company, and acquire insight into traders' concerns. Be sure to go only at the end of the trading day, after 4 p.m., Eastern Time (ET). Before trading begins at 9:30 a.m., ET, traders are busy in briefing meetings, formulating strategy, and reviewing positions.

Market-maker mailings. To reinforce the relationship established by periodic visits, your company can mail an occasional backgrounder or fact sheet as well as news releases to market makers. This information will probably not be new to the trader, who will receive wire reports up to the minute that may affect the market, but they are a reminder of certain important facts or events in permanent form.

Market-maker solicitation. Your company should identify potential new market makers for its stock. At first, you may want to target those firms that already make a market in the stocks of companies in your industry. Arrange a presentation to the executive in charge of equity trading, the head trader, and any others interested. Sometimes traders can be included in presentations made to the firm's analysts. Follow up the presentation with a telephone call to see if the firm wants further meetings with other decision-making executives and begin timely mailings of corporate information.

Executive participation in industry trade associations and businessrelated organizations. Investors are attracted to companies that assume a leadership position in their industries, and exposure that top executives receive in trade associations and business groups can complement a company's climb in market share.

Measurements of Success

New shareholders. Is the number of individual and institutional shareholders increasing? Adjustments in your company's investor relations program can be made to increase either group, or both.

Total shareholders. Is this number increasing or decreasing? What is the rate of increase or decrease per year? While market conditions and corporate events will have an effect on this number, a decrease does have implications for corporate control and future securities sales. Your company may wish to broaden the target audiences of its investor relations program.

Number of analysts following the company. A modest annual increase in the number of analysts producing reports on your company is desirable. Just as important, your company should gradually be securing the following of the most well-known and well-respected analysts in its industry sector.

Number of stock brokers recommending the stock. A decrease in this number may call for increasing efforts to reacquaint brokers with the company if the decrease cannot be accounted for by your company's industry being temporarily out of favor or substantial problems at the company.

Price-to-earnings ratio. Is your company's price-to-earnings multiple maintaining a position above the industry average? Is it increasing or decreasing over time? In line with the rest of the industry or counter to it? More work focused on increasing the market's valuation of your company's stock may be needed.

Average trading volume. Your company needs to monitor trading volume daily, particularly block volume, as a barometer of market sentiment and for advance notice of threats to corporate control. Too little trading volume can be remedied by generating more interest in the stock, while unusually large volume may require that your company identify market rumors and perhaps issue information that—directly or indirectly, depending on the rumor—responds to them.

Number of market makers trading stock. This number will fluctuate in part as a result of general market conditions and internal business factors in individual market-making firms. If losses occur, your company may need to emphasize initiatives to strengthen and expand its market-maker relationships.

Number and quality of inquiries to the company. The number of inquiries to your company over time will indicate in itself the range and intensity of your investor relations program. These inquiries can be analyzed further according to audience and geographical region. The quality of these inquiries—how much knowledge of your company, its industry, and the stock market is evident—will indicate the degree to which your investor relations messages are being understood. To a certain extent, your company must educate its audiences—observing the appropriate level of sophistication and tact—not only about your company's characteristics but also about its industry as well as the general business and economic environment, and even stock and bond investing.

Conclusion

The transition from a private company to a public company is a tremendous undertaking. However, once you have decided to take your company public, it is important to begin "acting like a public company" early on. As mentioned in this publication, there will be a lot of time, expense, and labor devoted to this effort and will continue to demand resources as you enter the public market, but once your company goes public, your team and your company will be prepared.

Appendix A Listing Requirements Comparison

| | Nasdaq National Market Alternative 1 Alternative 2 | | | | | | American Sto Regular | ock Exchange Alternate |
|---------------------------------|---|--------------|--|---------------------------|--------------------------|--------------------------|-------------------------|---------------------------|
| Net Tangible Assets | \$4 million | \$12 million | \$40 million | \$40 million | | | | |
| Stockholders' Equity | | | | | \$4 million | \$4 million | | |
| Revenue | | | | \$200 million | | | | |
| Net Income | \$400,000 ¹ | | | \$25 million ² | | | | |
| Pre-Tax Income | \$750,000 ¹ | | \$2,500,000 ³ | | \$750,000 ¹ | | | |
| Public Float (Shares) | 500,000 | 1 million | 1,100,000 | 1,100,000 | 500,000 or 1 million⁴ | 500,000 or 1 million⁴ | | |
| Market Value of Public Float | \$3 million | \$15 million | \$40 million | \$40 million | \$3 million | \$15 million | | |
| Market Capitalization | | | | \$500 million | | | | |
| Operating History | | 3 years | | | | 3 years | | |
| Minimum Bid Price | \$5 | \$3 | | | \$3 | \$3 | | |
| Shareholders | 800 or 4004 | 400 | 2,200 ⁵ or 2,000 round lot holders ⁶ | 5007 | 800 or 4004 | 800 or 4004 | | |
| Market Makers | 2 | 2 | | | | | | |

1~ In latest fiscal year or two of last three fiscal years.

2 Aggregate *adjusted* net income for the last three years, each year showing a positive amount. Adjustments would be allowable to eliminate the effects of all items whose cash effects are "investing" or "financing" cash flows as determined pursuant to FASB 95.

4 If public float is between 0.5 and 1 million shares, 800 shareholders are required. If public float is greater than 1 million shares or more than 0.5 million and average daily volume exceeds 2,000 shares, 400 shareholders are required.

5~ In addition to average monthly trading volume (most recent six months) of 100,000 shares.

6 Round lot equals 100 shares or more.

7 In addition to average monthly trading volume (most recent 12 months) of 1 million shares.

³ In addition to \$2 million in each of the two preceding years *or* an aggregate pre-tax income for the last three years of \$6,500,000 with minimum pre-tax earnings of \$4,500,000 in the most recent year (all three years must be profitable).

Fee Comparison: Nasdaq National Market vs. Exchanges

Entry Fees

| Number of Shares | Nasdaq National Market | NYSE | Amex |
|---------------------|------------------------|-------------------|-----------|
| Up to 1 million | \$ 5,000 - 10,000 | \$ 51,550 | \$ 10,000 |
| 1+ to 2 million | 10,000 - 15,000 | 51,550 - 66,300 | 15,000 |
| 2+ to 3 million | 15,000 - 20,000 | 66,300 - 73,700 | 20,000 |
| 3+ to 4 million | 20,000 - 25,000 | 73,700 - 81,100 | 22,500 |
| 4+ to 5 million | 25,000 - 30,000 | 81,100 - 84,600 | 25,000 |
| 5+ to 6 million | 30,000 - 32,500 | 84,600 - 88,100 | 27,500 |
| 6+ to 7 million | 32,500 - 35,000 | 88,100 - 91,600 | 30,000 |
| 7+ to 8 million | 35,000 - 37,500 | 91,600 - 95,100 | 32,500 |
| 8+ to 9 million | 37,500 - 40,000 | 95,100 - 98,600 | 35,000 |
| 9+ to 10 million | 40,000 - 42,500 | 98,600 - 102,100 | 37,500 |
| 10+ to 11 million | 42,500 - 45,000 | 102,100 - 105,600 | 42,500 |
| 11+ to 12 million | 45,000 - 47,500 | 105,600 - 109,100 | 42,500 |
| 12+ to 13 million | 47,500 - 50,000 | 109,100 - 112,600 | 42,500 |
| 13+ to 14 million | 50,000 | 112,600 - 116,100 | 42,500 |
| 14+ to 15 million | 50,000 | 116,100 - 119,600 | 42,500 |
| 15+ to 16 million | 50,000 | 119,600 - 123,100 | 50,000 |
| 16+ to 20 million | 50,000 | 123,100 - 137,100 | 50,000 |
| 20+ to 25 million | 50,000 | 137,100 - 154,600 | 50,000 |
| 25+ to 50 million | 50,000 | 154,600 - 242,100 | 50,000 |
| 50+ to 75 million | 50,000 | 242,100 - 329,600 | 50,000 |
| 75+ to 100 million | 50,000 | 329,600 - 417,100 | 50,000 |
| 100+ to 200 million | 50,000 | 417,100 - 767,100 | 50,000 |
| Maximum | 50,000 | * | 50,000 |

The original listing fee for Amex and NYSE is based on the total number of shares listed, including all shares issued and outstanding, as well as shares reserved by the Board of Directors for a specific future issuance. The original fee for Nasdaq National Market is based on total shares outstanding. Fees include one-time initial listing charges of \$5,000 for Amex, \$36,800 for NYSE, and \$5,000 for Nasdaq National Market.

^{* \$767,100} plus \$.0035 times shares from 200 million to 300 million, plus \$.0019 times shares above 300 million. Source: American Stock Exchange, New York Stock Exchange, and The Nasdaq Stock Market.

Continuing Annual Fees

| Number of Shares | Nasdaq National Market* | NYSE | Amex |
|---------------------|-------------------------|-----------------|----------|
| Up to 1 million | \$ 5,250 | \$ 16,170 | \$ 6,500 |
| 1+ to 2 million | 5,750 | 16,170 | 7,000 |
| 2+ to 3 million | 6,250 | 16,170 | 7,500 |
| 3+ to 4 million | 6,750 | 16,170 | 8,000 |
| 4+ to 5 million | 7,250 | 16,170 | 8,500 |
| 5+ to 6 million | 7,750 | 16,170 | 9,000 |
| 6+ to 7 million | 8,250 | 16,170 | 9,500 |
| 7+ to 8 million | 8,750 | 16,170 | 10,000 |
| 8+ to 9 million | 9,250 | 16,170 | 10,500 |
| 9+ to 10 million | 9,750 | 16,170 | 11,000 |
| 10+ to 11 million | 10,250 | 24,260 | 11,500 |
| 11+ to 12 million | 10,750 | 24,260 | 12,000 |
| 12+ to 13 million | 11,250 | 24,260 | 12,500 |
| 13+ to 14 million | 11,750 | 24,260 | 13,000 |
| 14+ to 15 million | 12,250 | 24,260 | 13,500 |
| 15+ to 16 million | 12,750 | 24,260 | 14,000 |
| 16+ to 20 million | 13,250 | 24,260 | 14,500 |
| 20+ to 25 million | 13,250 | 32,340 | 14,500 |
| 25+ to 50 million | 13,250 | 32,340 - 43,140 | 14,500 |
| 50+ to 75 million | 13,250 | 48,410 - 63,890 | 14,500 |
| 75+ to 100 million | 13,250 | 63,890 - 84,640 | 14,500 |
| 100+ to 200 million | 13,250 | 84,640 -167,640 | 14,500 |
| Maximum | 20,000 | 500,000 | 14,500 |

Newly listed Amex and NYSE companies are billed the annual fee on a pro-rata basis at the end of the calendar year in which they listed. Nasdaq National Market companies are billed the pro-rata annual fee at the end of the month in which they are listed.

Source: American Stock Exchange, New York Stock Exchange, and The Nasdaq Stock Market.

^{*} For companies with a market capitalization greater that \$100 million, an additional fee of \$0.025 per \$1,000 of the market capitalizations above \$100 million is applied. Total fee maximums include: \$10,000 for companies with 10 million shares or less, \$15,000 for companies with 10+ to 20 million shares, and \$20,000 for companies with more than 20 million shares.

Five-Year Fee Comparison

Five-year comparison for a company with 12.5 million shares outstanding and \$225 million in market capitalization.

| 1 | Nasdaq National Mark | et NYSE | Amex |
|---|----------------------|-----------|-----------|
| Initial Entry Fee (One-Time Fee) | \$48,750 | \$110,850 | \$42,500 |
| Annual Fee—Year 1 (12.5 Million Shares) | 14,375 | 24,260 | 12,500 |
| Annual Fee—Year 2 (12.5 Million Shares) | 14,375 | 24,260 | 12,500 |
| Declare 2:1 Stock Split | 0 | 43,750 | 17,500 |
| Annual Fee—Year 3 (25 Million Shares) | 16,375 | 32,340 | 14,500 |
| Acquisition Facilitated by | 17,500 | 17,500 | 17,500 |
| 5,000,000 Share Issuance | | | |
| Annual Fee—Year 4 (30 Million Shares) | 16,375 | 32,340 | 14,500 |
| Annual Fee—Year 5 (30 Million Shares) | 16,375 | 32,340 | 14,500 |
| Total | \$144,125 | \$317,640 | \$146,000 |

Appendix B Initial Public Offering Contact List

The Nasdaq Stock Market

1735 K Street, NW Washington, DC 20006-1500 (202) 496-2600

33 Whitehall Street, 10th Floor New York, NY 10004 (212) 709-2422

2800 Sandhill Road Suite 220 Menlo Park, CA 94025 (415) 233-2000

43 London Wall London EC2M 5TB United Kingdom (011-44-71) 374-6969

Market Data Integrity Market Operations Department 80 Merritt Boulevard Trumbull, CT 06611 (203) 385-6381

Market Surveillance Department 9513 Key West Avenue Rockville, MD 20850-3389 (301) 590-6410

StockWatch 9513 Key West Avenue Rockville, MD 20850-3389 (301) 590-6411

National Association of Securities Dealers, Inc.

Corporate Financing 9513 Key West Avenue Rockville, MD 20850-2700 (301) 208-2700

Securities and Exchange Commission

Division of Corporation Finance 450 5th Street, NW Washington, DC 20549 (202) 272-2800

Division of Enforcement 450 5th Street, NW Washington, DC 20549 (202) 272-2900

State Securities Commissions

Alabama Securities Commission 770 Washington Street, Suite 570 Montgomery, AL 36130-4700 (205) 242-2984

Alaska Department of Commerce and Economic DevelopmentDivision of Banking, Securities, and Corporations333 Willoughby Avenue, 9th FloorJuneau, AK 99811-0807(907) 465-2521 Arizona Corporation Commission Securities Division 1300 West Washington Street, 3rd Floor Phoenix, AZ 85007 (602) 542-4242

Arkansas Securities Division Heritage West Building 201 E. Markham, 3rd Floor Little Rock, AR 72201 (501) 324-9260

California Department of Corporations 3700 Wilshire Boulevard, Suite 600 Los Angeles, CA 90010 (213) 736-2741

Colorado Division of Securities 1580 Lincoln Street, Suite 420 Denver, CO 80203 (303) 894-2320

Connecticut Department of Banking Division of Securities 260 Constitution Plaza Hartford, CT 06103 (203) 240-8299

Delaware Division of Securities State Office Building 820 N. French Street, 8th Floor Wilmington, DE 19801 (302) 577-2515

Securities Commission of the District of Columbia 450 5th Street, NW, Suite 821 Washington, DC 20001 (202) 626-5105 Florida Office of Comptroller Department of Banking and Finance Plaza Level, The Capitol Tallahassee, FL 32399-0350 (904) 488-9805

State of Georgia Office of the Secretary of State Division of Business Services & Regulation Two Martin Luther King Jr. Drive Suite 315, West Tower Atlanta, GA 30334 (404) 656-2894

Hawaii Department of Commerce and Consumer Affairs 1010 Richards Street Honolulu, HI 96810 (808) 586-2744

Idaho Department of Finance Securities Bureau 700 West State Street Boise, ID 83720 (208) 334-3684

State of Illinois Office of the Secretary of State Securities Department 900 South Spring Street Springfield, IL 62704 (217) 782-2256

Indiana Securities Division 302 West Washington, Room E-111 Indianapolis, IN 46204 (317) 232-6681

State Securities Commissions (continued)

Iowa Securities Bureau Lucas State Office Building Des Moines, IA 50319 (515) 281-4441

State of Kansas Office of the Securities Commissioner 618 South Kansas Avenue, 2nd Floor Topeka, KS 66603-3804 (913) 296-3307

Kentucky Department of Financial Institutions 477 Versailles Road Frankfort, KY 40601 (502) 573-3390

Louisiana Securities Commission Energy Centre 1100 Poydras Street, Suite 2250 New Orleans, LA 70163 (504) 568-5515

Maine Department of Professional and Financial Regulation Bureau of Banking Securities Division State House Station 121 Augusta, ME 04333 (207) 624-8551

State of Maryland Office of the Attorney General Division of Securities 200 St. Paul Place, 20th Floor Baltimore, MD 21202-2020 (410) 576-6360 Massachusetts Securities Division Secretary of the Commonwealth John W. McCormack Building One Ashburton Place, Room 1701 Boston, MA 02108 (617) 727-3548

Michigan Corporation and Securities Bureau Department of Commerce 6546 Mercantile Way Lansing, MI 48910 (517) 334-6213

Minnesota Department of Commerce 133 East 7th Street St. Paul, MN 55101 (612) 296-4026

State of Mississippi Office of the Secretary of State Securities Division 202 North Congress Street, Suite 601 Jackson, MS 39205 (601) 359-6371

State of Missouri Office of the Secretary of State 600 West Main Street Jefferson City, MO 65101 (314) 751-4136

State of Montana Office of the State Auditor Securities Department 126 North Sanders, Room 270 Helena, MT 59604 (406) 444-2040 Nebraska Department of Banking and Finance Bureau of Securities 1200 N Street, Suite 311 Lincoln, NE 68509-5006 (402) 471-3445

Nevada Securities Division 555 E. Washington Avenue, 5th Floor Las Vegas, NV 89101 (702) 486-2440

New Hampshire Bureau of Securities Regulation Department of State State House, Room 204 Concord, NH 03301-4989 (603) 271-1463

New Jersey Bureau of Securities Department of Law & Public Safety 153 Halsey Street, 6th Floor Newark, NJ 07101 (201) 504-3600

New Mexico Securities Division Regulation & Licensing Department 725 St. Michaels Drive Santa Fe, NM 87501 (505) 827-7140

New York Bureau of Investor Protection & Securities 120 Broadway, 23rd Floor New York, NY 10271 (212) 416-8200 State of North Carolina Office of the Secretary of State Securities Division 300 North Salisbury Street, Suite 100 Raleigh, NC 27603-5909 (919) 733-3924

State of North Dakota Office of the Securities Commissioner State Capitol Building, 5th Floor 600 East Boulevard Bismarck, ND 58505 (701) 328-2910

Ohio Division of Securities 77 South High Street Columbus, OH 43215 (614) 644-7381

Oklahoma Department of Securities First National Centre 120 North Robinson, Suite 860 Oklahoma City, OK 73102 (405) 235-0230

Oregon Division of Finance & Corporate Securities 21 Labor & Industries Building Salem, OR 97310 (503) 378-4387 or 4140

Pennsylvania Securities Commission Eastgate Office Building 1010 N. Seventh Street, 2nd Floor Harrisburg, PA 17102-1410 (717) 787-8061 State Securities Commissions (continued)

Commonwealth of Puerto Rico Office of the Commissioner of Financial Institutions Centro Europa Building 1492 Ponce de Leon Avenue, Suite 600 San Juan, PR 00909-1492 (809) 723-8403

Rhode Island Securities Division Department of Business Regulation 233 Richmond Street Suite 232 Providence, RI 02903-4232 (401) 277-3048

South Carolina Department of State Securities Division 109 Wade Hampton Office Building Capitol Complex Columbia, SC 29201 (803) 734-1087

South Dakota Division of Securities 118 West Capitol Avenue Pierre, SD 57501-2080 (605) 773-4823

Tennessee Department of Commerce and Insurance Securities Division 500 James Robertson Parkway Nashville, TN 37243-0485 (615) 741-2947

State of Texas State Securities Board 200 East 10th Street, 5th Floor Austin, TX 78711 (512) 305-8300 Utah Department of Business Regulation Securities Division 160 East 300 South Salt Lake City, UT 84111 (801) 530-6600

Vermont Department of Banking, Insurance, and Securities 89 Main Street, Drawer 20 Montpelier, VT 05620-3101 (802) 828-3420

State of Virginia Corporation Commission Division of Securities and Retail Franchising 1300 East Main Street, 9th Floor Richmond, VA 23209 (804) 371-9051

Washington Department of Licensing Securities Division 210 11th Street, SW, 3rd Floor West Olympia, WA 98504 (360) 902-8760

State of West Virginia Securities Division State Capitol Building 1900 Kanawha Boulevard East, Room W-118 Charleston, WV 25305 (304) 558-2257

State of Wisconsin Office of the Commissioner of Securities 101 East Wilson Street Madison, WI 53702 (608) 266-3431

State of Wyoming Securities Division State Capitol Building, Room 109 Cheyenne, WY 82002 (307) 777-7370

Appendix C 1995 Nasdaq National Market Summary Graphs

Investment Banking Firms



Legal Counsel



Accounting Firms



Appendix C

Nasdaq National Market Initial Public Offerings, 1995

Firm Commitment Underwritings

| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|-----------------|------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Agriculture | Pet Practice | \$15.00 | \$47,200,000 | \$125,400,000 | 07/31/95 |
| Commercial Bank | BNCorp, Bismarck, ND | \$10.00 | \$11,000,000 | \$22,100,000 | 07/13/95 |
| Construction | Meadow Valley Corporation | \$6.00 | \$10,100,000 | \$20,100,000 | 10/16/95 |
| Construction | Ols Asia Holdings | \$6.25 | \$12,500,000 | \$87,500,000 | 12/15/95 |
| Construction | US Bridge of NY | \$5.00 | \$4,300,000 | \$9,000,000 | 08/09/95 |
| Construction | Weitzer Homebuilders | \$6.50 | \$10,400,000 | \$23,000,000 | 04/26/95 |
| Credit Inst. | Aegis Consumer Funding Group | \$6.50 | \$17,100,000 | \$94,000,000 | 04/06/95 |
| Credit Inst. | First Investors Financial | \$11.00 | \$2,500,000 | \$61,200,000 | 10/03/95 |
| Credit Inst. | General Acceptance | \$17.00 | \$26,400,000 | \$98,000,000 | 04/06/95 |
| Credit Inst. | Jayhawk Acceptance | \$10.00 | \$22,500,000 | \$172,800,000 | 07/31/95 |
| Credit Inst. | MS Financial | \$12.00 | \$30,000,000 | \$129,600,000 | 07/21/95 |
| Credit Inst. | Rockford Industries | \$7.75 | \$13,200,000 | \$29,900,000 | 07/20/95 |
| Credit Inst. | Union Acceptance | \$16.00 | \$60,000,000 | \$275,200,000 | 08/01/95 |
| Credit Inst. | WFS Financial | \$16.50 | \$56,000,000 | \$375,400,000 | 08/08/95 |
| Healthcare | AHI Healthcare Systems | \$14.00 | \$58,800,000 | \$203,300,000 | 09/28/95 |
| Healthcare | American Oncology Resources | \$21.00 | \$92,600,000 | \$273,400,000 | 06/12/95 |
| Healthcare | APPS Dental | \$14.50 | \$44,500,000 | \$109,700,000 | 05/24/95 |
| Healthcare | ARV Assisted Living | \$14.00 | \$43,400,000 | \$107,900,000 | 10/17/95 |
| Healthcare | Community Care of America | \$9.50 | \$33,000,000 | \$61,800,000 | 08/09/95 |
| Healthcare | Gynecare | \$10.00 | \$27,600,000 | \$81,500,000 | 11/22/95 |
| Healthcare | Help At Home | \$6.30 | \$4,500,000 | \$11,100,000 | 12/05/95 |
| Healthcare | Home Health Corp of America | \$7.50 | \$35,900,000 | \$55,600,000 | 11/08/95 |
| Healthcare | KeraVision | \$13.50 | \$40,300,000 | \$174,700,000 | 07/28/95 |
| Healthcare | MedPartners | \$13.00 | \$40,800,000 | \$185,100,000 | 02/21/95 |
| Healthcare | Myriad Genetics | \$18.00 | \$41,600,000 | \$146,400,000 | 10/05/95 |
| Healthcare | National Surgery Centers | \$18.00 | \$32,000,000 | \$95,500,000 | 11/09/95 |
| Healthcare | Pediatrix Medical Group | \$20.00 | \$70,400,000 | \$265,900,000 | 09/19/95 |
| Healthcare | Raytel Medical | \$8.00 | \$30,000,000 | \$62,000,000 | 11/30/95 |
| Healthcare | Regent Assisted Living | \$7.50 | \$10,500,000 | \$33,000,000 | 12/20/95 |
| Healthcare | Serologicals | \$11.50 | \$30,000,000 | \$92,500,000 | 06/14/95 |
| Healthcare | Sheridan Healthcare | \$13.00 | \$53,600,000 | \$68,700,000 | 10/30/95 |
| Insurance | Amerin | \$16.00 | \$134,600,000 | \$388,000,000 | 11/21/95 |
| Insurance | First Commonwealth | \$15.00 | \$23,800,000 | \$54,400,000 | 11/16/95 |
| Insurance | GCR Holdings | \$18.50 | \$119,300,000 | \$474,800,000 | 12/18/95 |
| Insurance | Guarantee Life Companies | \$13.00 | \$31,300,000 | \$124,400,000 | 12/19/95 |
| Insurance | Lasalle Re Holdings | \$19.25 | \$60,800,000 | \$423,100,000 | 11/21/95 |
| Insurance | RenaissanceRe Holdings | \$19.50 | \$51,300,000 | \$491,400,000 | 07/26/95 |
| Insurance | Risk Capital Holdings | \$20.00 | \$224,000,000 | \$306,400,000 | 09/13/95 |
| Insurance | United Dental Care | \$22.00 | \$53,700,000 | \$142,200,000 | 09/22/95 |
| Investment Fund | Investors Financial Services | \$16.50 | \$30,000,000 | \$101,400,000 | 11/08/95 |

Smith Barney Inc. Dain Bosworth Neidiger, Tucker, Bruner Inc. Barron Chase Securities White Rock Partners & Co., Inc Josephthal Lyon & Ross, Inc. Royce Investments Alex. Brown & Sons William Blair Montgomery Securities Alex. Brown & Sons Commonwealth Associates Salomon Brothers Donaldson, Lufkin & Jenrette Smith Barney Inc. Alex. Brown & Sons Montgomery Securities Salomon Brothers Smith Barney Inc. UBS Securities Lew Lieberbaum & Co.

Hambrecht & Quist Goldman, Sachs Smith Barney Inc. Cowen Alex. Brown & Sons Dean Witter Reynolds Vector Securities Intl Needham Smith Barney Inc.

Morgan Stanley

William Blair Goldman, Sachs

Goldman, Sachs Lazard Freres & Co. Merrill Lynch & Co. Smith Barney Inc. Alex. Brown & Sons Keefe, Bruyette & Woods

Co-Managers

HD Brous & Co., Inc.

Southeast Research Partners AmeriCorp Securities Services Prudential Securities Raffensperger, Hughes Alex. Brown & Sons Natwest Securities Cruttenden Roth Inc. Prudential Securities, McDonald & Co. Securities Montgomery Securities PaineWebber, Volpe, Welty & Co. Robertson Stephens, Volpe, Welty & Co. Dean Witter Reynolds, J.C. Bradford & Co. PaineWebber Int'l Dean Witter Reynolds Hambrecht & Quist, Volpe, Welty & Co. Frederick

Volpe, Welty & Co. Cowen Montgomery Securities UBS Securities Furman Selz Mager Dietz Birney, J.P. Morgan Securities, Inc. Montgomery Securities Van Kasper Black & Co. Volpe, Welty & Co. Montgomery Securities CS First Boston, Donaldson, Lufkin & Jenrette, J.P. Morgan Securities, Inc. Piper, Jaffray Inc. Donaldson, Lufkin & Jenrette, J.P. Morgan Securities, Inc., SBI European Bank Alex. Brown & Sons, A.G. Edwards & Sons, Dain Bosworth Morgan Stanley, SBI European Bank Alex. Brown & Sons, Lehman Brothers Morgan Stanley Cowen

A.G. Edwards & Sons

Legal Counsel (Company) Haythe & Curley Jones, Walker, Waechter, Poitevent Individual Lawyer Individual Lawyer Lampert & Lampert Steel Hector & Davis Shereff Friedman Hoffman Goodman Buck, Keenan & Owens, L.L.P. Ice Miller Donadio & Ryan Baker & McKenzie Davis, Graham & Stubbs Parker Chapin Flattau & Klimpl Barnes & Thornburg Mitchell, Silberberg & Knupp Milbank, Tweed, Hadley & McCloy Mayor, Day, Caldwell & Keaton Goodwin, Procter & Hoar Latham & Watkins Parker Chapin Flattau & Klimpl Wilson, Sonsini, Goodrich & Rosati Gersten, Savage, Kaplowitz & Curtin

Blank, Rome, Comisky & Mccauley Venture Law Group Sirote & Permutt, P.C. Mintz, Levin, Cohn, Ferris, Glovsky & Popeo Bell, Boyd & Lloyd Greenberg, Traurig, Hoffman, Lipoff, Rosen & Quentel Gray Cary Ware & Freidenrich Stoel, Rives, Boley, Fraser & Wyse Shereff Friedman Hoffman Goodman Goodwin, Procter & Hoar Jones Day Reavis & Pogue

Sidley & Austin Sullivan & Cromwell

Debevoise & Plimpton Mayer Brown & Platt Willkie Farr & Gallagher Cahill Gordon & Reindel Strasburger & Price Testa Hurwitz Thibeault

Auditor

Price Waterhouse Arthur Andersen & Co. BDO - Seidman Moores Rowland Scarano & Lipton, P.C. Coopers & Lybrand Ernst & Young Arthur Andersen & Co. Ernst & Young Ernst & Young KPMG Peat Marwick Deloitte & Touche Coopers & Lybrand Ernst & Young Ernst & Young Price Waterhouse Coopers & Lybrand KPMG Peat Marwick KPMG Peat Marwick Coopers & Lybrand Schwartz, Frumm & Millman Coopers & Lybrand Ernst & Young Ernst & Young KPMG Peat Marwick Ernst & Young Coopers & Lybrand Arthur Andersen & Co. Coopers & Lybrand Arthur Andersen & Co. Arthur Andersen & Co. Ernst & Young

Arthur Andersen & Co. Arthur Andersen & Co.

KPMG Peat Marwick KPMG Peat Marwick Ernst & Young Price Waterhouse Price Waterhouse Deloitte & Touche

| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|---------------|--------------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Leisure | All American Communications | \$10.50 | \$54,000,000 | \$60,100,000 | 12/11/95 |
| Leisure | Integrated Communication | \$5.00 | \$6,000,000 | \$12,500,000 | 06/28/95 |
| Leisure | Moovies | \$12.00 | \$34,700,000 | \$86,100,000 | 08/03/95 |
| Leisure | Quintel Entertainment | \$5.00 | \$16,000,000 | \$76,100,000 | 12/05/95 |
| Manufacturing | Accom | \$9.00 | \$19,500,000 | \$57,500,000 | 09/26/95 |
| Manufacturing | ACT Manufacturing | \$12.00 | \$28,600,000 | \$98,400,000 | 03/30/95 |
| Manufacturing | ACT Networks | \$13.00 | \$32,400,000 | \$86,000,000 | 05/02/95 |
| Manufacturing | ADCO Technologies | \$7.00 | \$15,000,000 | \$35,000,000 | 02/14/95 |
| Manufacturing | ADE | \$14.00 | \$33,000,000 | \$112,500,000 | 10/18/95 |
| Manufacturing | Adept Technology | \$9.50 | \$22,200,000 | \$71,300,000 | 12/15/95 |
| Manufacturing | Advanced Energy Industries | \$10.00 | \$40,300,000 | \$213,100,000 | 11/17/95 |
| Manufacturing | Advanced Lighting Technologies | \$10.00 | \$31,900,000 | \$107,200,000 | 12/11/95 |
| Manufacturing | AG Associates | \$11.00 | \$17,100,000 | \$60,500,000 | 05/15/95 |
| Manufacturing | Align-Rite International | \$13.25 | \$23,400,000 | \$60,100,000 | 07/21/95 |
| Manufacturing | ANADIGICS | \$12.00 | \$23,400,000 | \$92,100,000 | 04/20/95 |
| Manufacturing | ANSAN | \$5.00 | \$6,500,000 | \$12,900,000 | 08/08/95 |
| Manufacturing | Applied Microsystems | \$10.00 | \$23,800,000 | \$64,700,000 | 11/14/95 |
| Manufacturing | ASM Lithography Holding | \$18.00 | \$102,300,000 | \$594,000,000 | 03/15/95 |
| Manufacturing | BE Semiconductor Industries | \$13.00 | \$57,600,000 | \$331,100,000 | 12/04/95 |
| Manufacturing | Belmont Homes | \$9.00 | \$19,000,000 | \$46,800,000 | 06/01/95 |
| Manufacturing | Benchmarq Microelectronics | \$8.00 | \$9,000,000 | \$51,400,000 | 12/01/95 |
| Manufacturing | Boston Beer | \$20.00 | \$55,400,000 | \$301,500,000 | 11/20/95 |
| Manufacturing | Boyds Wheels | \$6.25 | \$7,500,000 | \$15,500,000 | 09/15/95 |
| Manufacturing | Brockway Standard Holdings | \$14.50 | \$47,300,000 | \$86,900,000 | 06/20/95 |
| Manufacturing | Brooks Automation | \$8.00 | \$18,000,000 | \$46,500,000 | 02/01/95 |
| Manufacturing | Carbide/Graphite Group | \$15.00 | \$60,200,000 | \$37,500,000 | 09/13/95 |
| Manufacturing | Cardiometrics | \$9.00 | \$24,200,000 | \$59,500,000 | 11/02/95 |
| Manufacturing | Cardiovascular Diagnostics | \$11.00 | \$25,500,000 | \$70,900,000 | 12/11/95 |
| Manufacturing | Castelle | \$7.00 | \$7,500,000 | \$7,000,000 | 12/20/95 |
| Manufacturing | Celeritek | \$7.50 | \$22,000,000 | \$49,600,000 | 12/20/95 |
| Manufacturing | CFC International | \$9.50 | \$12,000,000 | \$42,800,000 | 11/16/95 |
| Manufacturing | Chicago Miniature Lamp | \$12.50 | \$26,400,000 | \$126,700,000 | 06/16/95 |
| Manufacturing | Coin Bill Validator | \$11.00 | \$8,300,000 | \$30,200,000 | 02/07/95 |
| Manufacturing | Commonwealth Aluminum | \$14.00 | \$131,300,000 | \$20,300,000 | 03/10/95 |
| Manufacturing | Computational Systems | \$12.50 | \$19,300,000 | \$54,800,000 | 08/28/95 |
| Manufacturing | CP Clare | \$16.00 | \$40,800,000 | \$85,600,000 | 06/20/95 |
| Manufacturing | Cybex | \$17.00 | \$30,000,000 | \$89,200,000 | 07/27/95 |
| Manufacturing | Data Documents | \$9.00 | \$36,000,000 | \$74,700,000 | 10/03/95 |
| 0 | Data Documents Deswell Industries | | | | |
| Manufacturing | | \$8.63 | \$9,300,000 | \$38,000,000 | 07/19/95 |
| Manufacturing | Diamond Multimedia Systems | \$17.00 | \$78,000,000 | \$458,000,000 | 04/12/95 |
| Manufacturing | Easco | \$14.00 | \$64,000,000 | \$143,400,000 | 04/13/95 |
| Manufacturing | Elantec Semiconductor | \$7.00 | \$25,200,000 | \$57,800,000 | 10/11/95 |
| Manufacturing | Electrostar | \$9.00 | \$40,200,000 | \$66,400,000 | 12/20/95 |
| Manufacturing | Ergo Science | \$9.00 | \$27,500,000 | \$87,900,000 | 12/14/95 |
| Manufacturing | ESS Technology | \$15.00 | \$84,000,000 | \$522,500,000 | 10/05/95 |
| Manufacturing | Etec Systems | \$10.00 | \$39,900,000 | \$168,700,000 | 10/24/95 |
| Manufacturing | Euphonix | \$8.00 | \$15,900,000 | \$41,800,000 | 08/22/95 |
| Manufacturing | Exogen | \$11.00 | \$30,000,000 | \$104,200,000 | 07/20/95 |
| | | | | | |

Investment Banking Firms

(Managers) Oppenheimer Hampshire Securities Needham Whale Securities Hambrecht & Quist Alex. Brown & Sons Hambrecht & Quist Janney Montgomery Scott Alex. Brown & Sons Robertson Stenbers

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Legal Counsel (Company)

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| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|---------------|------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Manufacturing | FEI | \$9.50 | \$22,500,000 | \$65,300,000 | 06/01/95 |
| Manufacturing | Fort Howard | \$12.00 | \$240,000,000 | \$757,200,000 | 03/09/95 |
| Manufacturing | GelTex Pharmaceuticals | \$10.00 | \$32,500,000 | \$101,300,000 | 11/08/95 |
| Manufacturing | Gemstar International Group | \$12.00 | \$42,000,000 | \$360,100,000 | 10/11/95 |
| Manufacturing | General Scanning | \$12.00 | \$31,900,000 | \$116,200,000 | 09/21/95 |
| Manufacturing | GT Bicycles | \$14.00 | \$61,100,000 | \$136,700,000 | 10/12/95 |
| Manufacturing | Hardinge Brothers | \$19.00 | \$43,500,000 | \$117,200,000 | 05/25/95 |
| Manufacturing | Harmonic Lightwaves | \$13.50 | \$28,600,000 | \$130,900,000 | 05/22/95 |
| Manufacturing | Hart Brewing | \$19.00 | \$49,400,000 | \$155,800,000 | 12/13/95 |
| Manufacturing | IDX Systems | \$18.00 | \$64,500,000 | \$354,400,000 | 11/16/95 |
| Manufacturing | InStent | \$13.00 | \$39,000,000 | \$125,900,000 | 06/28/95 |
| Manufacturing | Integrated Silicon Solutions | \$13.00 | \$40,300,000 | \$93,100,000 | 02/02/95 |
| Manufacturing | Intevac Industries | \$6.00 | \$18,800,000 | \$83,700,000 | 11/21/95 |
| Manufacturing | Kensey Nash | \$12.00 | \$32,400,000 | \$81,100,000 | 12/13/95 |
| Manufacturing | Kushi Macrobiotics | \$5.00 | \$5,500,000 | \$13,900,000 | 08/11/95 |
| Manufacturing | LeCroy | \$12.00 | \$27,600,000 | \$63,100,000 | 10/05/95 |
| Manufacturing | Lernout en Hauspie | \$11.00 | \$32,900,000 | \$151,800,000 | 11/30/95 |
| Manufacturing | Lumisys | \$8.00 | \$30,000,000 | \$49,900,000 | 11/14/95 |
| Manufacturing | Mackie Designs | \$12.00 | \$27,500,000 | \$150,000,000 | 08/18/95 |
| Manufacturing | Mail-Well | \$14.00 | \$80,000,000 | \$174,600,000 | 09/21/95 |
| Manufacturing | Martin Industries | \$9.50 | \$22,000,000 | \$89,800,000 | 07/13/95 |
| Manufacturing | Microwave Power Devices | \$8.00 | \$50,400,000 | \$68,800,000 | 09/29/95 |
| Manufacturing | MiniMed | \$13.00 | \$42,300,000 | \$147,400,000 | 07/24/95 |
| Manufacturing | Mizar | \$8.50 | \$13,800,000 | \$41,400,000 | 09/28/95 |
| Manufacturing | Molecular Devices | \$11.00 | \$27,600,000 | \$95,200,000 | 12/12/95 |
| Manufacturing | Morrow Snowboards | \$11.00 | \$25,600,000 | \$55,700,000 | 12/13/95 |
| Manufacturing | Nera | \$28.50 | \$56,500,000 | \$373,700,000 | 06/27/95 |
| Manufacturing | NetStar | \$7.00 | \$26,600,000 | \$61,800,000 | 09/19/95 |
| Manufacturing | NexGen Inc | \$15.00 | \$34,400,000 | \$478,900,000 | 05/24/95 |
| Manufacturing | Nimbus CD International | \$7.00 | \$38,400,000 | \$144,600,000 | 10/26/95 |
| Manufacturing | Northwest Pipe | \$9.00 | \$15,100,000 | \$51,300,000 | 11/30/95 |
| Manufacturing | NUR Advanced Technologies | \$6.00 | \$10,900,000 | \$41,300,000 | 10/06/95 |
| Manufacturing | Oak Technology | \$14.00 | \$57,000,000 | \$206,600,000 | 02/13/95 |
| Manufacturing | OnTrak Systems | \$17.00 | \$28,800,000 | \$118,100,000 | 07/10/95 |
| Manufacturing | Opal | \$13.00 | \$26,700,000 | \$107,500,000 | 05/18/95 |
| Manufacturing | Oravax | \$10.00 | \$31,200,000 | \$75,500,000 | 06/08/95 |
| Manufacturing | Orion Network Systems | \$14.00 | \$60,000,000 | \$151,100,000 | 08/01/95 |
| Manufacturing | P-COM | \$15.00 | \$18,700,000 | \$110,600,000 | 03/02/95 |
| Manufacturing | Paradigm Technology | \$14.00 | \$24,600,000 | \$92,100,000 | 06/28/95 |
| Manufacturing | Pathogenesis | \$10.00 | \$36,000,000 | \$109,000,000 | 11/21/95 |
| Manufacturing | Perclose | \$13.00 | \$32,500,000 | \$118,200,000 | 11/06/95 |
| Manufacturing | Percon Acquisition | \$6.75 | \$6,000,000 | \$25,300,000 | 07/28/95 |
| Manufacturing | Periphonics Corp | \$14.00 | \$35,800,000 | \$82,600,000 | 03/31/95 |
| Manufacturing | Pete's Brewing | \$18.00 | \$45,000,000 | \$182,900,000 | 11/06/95 |
| Manufacturing | Pharmacyclics | \$12.00 | \$28,000,000 | \$98,600,000 | 10/23/95 |
| Manufacturing | Photon Dynamics Inc | \$9.00 | \$20,400,000 | \$60,200,000 | 11/15/95 |
| Manufacturing | Physio-Control International | \$14.50 | \$140,100,000 | \$90,500,000 | 12/12/95 |
| Manufacturing | PixTech | \$9.50 | \$22,500,000 | \$77,000,000 | 07/18/95 |

Pacific Growth Equities Morgan Stanley Cowen Alex, Brown & Sons Hambrecht & Quist Montgomery Securities Wertheim Schroder Bear, Stearns PaineWebber Alex, Brown & Sons UBS Securities Donaldson, Lufkin & Jenrette Robertson Stephens Janney Montgomery Scott Comprehensive Capital Prudential Securities Hambrecht & Quist

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| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|------------------|-------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Manufacturing | Plasma & Materials Tech | \$14.00 | \$37,700,000 | \$114,100,000 | 08/23/95 |
| Manufacturing | Play By Play Toys & Novelties | \$12.25 | \$25,000,000 | \$55,600,000 | 07/19/95 |
| Manufacturing | Premisys Communications | \$16.00 | \$24,000,000 | \$180,100,000 | 04/05/95 |
| Manufacturing | Redhook Ale Brewery | \$17.00 | \$31,300,000 | \$145,900,000 | 08/16/95 |
| Manufacturing | Republic Engineered Steels | \$8.00 | \$74,400,000 | \$150,300,000 | 04/28/95 |
| Manufacturing | Riviana Foods Inc | \$12.00 | \$43,800,000 | \$184,500,000 | 03/06/95 |
| Manufacturing | Sandisk | \$10.00 | \$26,900,000 | \$213,600,000 | 11/07/95 |
| Manufacturing | Sano | \$11.50 | \$26,400,000 | \$101,400,000 | 11/06/95 |
| Manufacturing | SDL | \$16.00 | \$31,200,000 | \$100,900,000 | 03/15/95 |
| Manufacturing | Semitool | \$13.00 | \$36,000,000 | \$106,400,000 | 02/02/95 |
| Manufacturing | Silicon Storage Technology | \$9.00 | \$40,000,000 | \$197,300,000 | 11/21/95 |
| Manufacturing | Smart Modular Technologies | \$12.00 | \$45,500,000 | \$211,800,000 | 11/17/95 |
| Manufacturing | SMC | \$7.75 | \$10,100,000 | \$49,200,000 | 01/20/95 |
| Manufacturing | Spacehab | \$12.00 | \$61,900,000 | \$128,800,000 | 12/20/95 |
| Manufacturing | Spacetec IMC | \$10.00 | \$22,500,000 | \$70,200,000 | 12/06/95 |
| Manufacturing | SpeedFam International | \$11.00 | \$34,200,000 | \$109,600,000 | 10/09/95 |
| Manufacturing | Spine-Tech | \$9.00 | \$35,000,000 | \$80,700,000 | 06/22/95 |
| Manufacturing | STB Systems | \$12.00 | \$22,000,000 | \$54,000,000 | 02/14/95 |
| Manufacturing | StorMedia | \$16.00 | \$32,500,000 | \$143,300,000 | 05/04/95 |
| Manufacturing | Synaptic Pharmaceutical | \$12.50 | \$26,000,000 | \$91,600,000 | 12/13/95 |
| Manufacturing | Sync Research | \$20.00 | \$36,700,000 | \$261,500,000 | 11/09/95 |
| Manufacturing | Tegal | \$12.00 | \$45,100,000 | \$43,800,000 | 10/18/95 |
| Manufacturing | TelCom Semiconductor | \$8.50 | \$23,400,000 | \$145,800,000 | 07/27/95 |
| Manufacturing | Teltrend | \$16.00 | \$48,800,000 | \$88,900,000 | 06/08/95 |
| Manufacturing | ThrustMaster | \$6.50 | \$7,500,000 | \$23,000,000 | 02/24/95 |
| Manufacturing | Tollgrade Communications | \$12.00 | \$18,700,000 | \$20,400,000 | 12/14/95 |
| Manufacturing | TranSwitch | \$9.00 | \$25,000,000 | \$97,400,000 | 06/14/95 |
| Manufacturing | TST/Impreso | \$6.00 | \$6,600,000 | \$30,600,000 | 10/05/95 |
| Manufacturing | Tylan General | \$7.00 | \$16,000,000 | \$30,600,000 | 01/26/95 |
| Manufacturing | Uniroyal Chemical | \$12.00 | \$160,200,000 | \$289,200,000 | 03/16/95 |
| Manufacturing | USA Detergents | \$14.50 | \$25,200,000 | \$125,300,000 | 08/07/95 |
| Manufacturing | VidaMed | \$6.50 | \$20,200,000 | \$56,300,000 | 06/21/95 |
| Manufacturing | VideoServer | \$17.00 | \$42,000,000 | \$204,100,000 | 05/24/95 |
| Manufacturing | Vodavi Technology | \$6.00 | \$8,000,000 | \$25,100,000 | 10/06/95 |
| Manufacturing | Zoran | \$13.50 | \$25,600,000 | \$87,800,000 | 12/15/95 |
| Manufacturing | Zycon | \$12.00 | \$44,000,000 | \$132,000,000 | 09/28/95 |
| Mortgage Bank | Cityscape | \$18.00 | \$45,000,000 | \$260,100,000 | 12/20/95 |
| Natural Resource | DLB Oil & Gas | \$10.00 | \$48,100,000 | \$130,000,000 | 07/25/95 |
| Natural Resource | Falcon Drilling | \$9.00 | \$50,000,000 | \$257,500,000 | 07/28/95 |
| Natural Resource | Forcenergy Gas Exploration | \$10.00 | \$64,800,000 | \$174,400,000 | 07/27/95 |
| Natural Resource | Lihir Gold | \$23.86 | \$38,600,000 | \$420,000,000 | 10/06/95 |
| Natural Resource | Phoenix Gold International | \$6.75 | \$7,700,000 | \$22,100,000 | 05/04/95 |
| Other Finance | Ascent Entertainment Group | \$15.00 | \$80,000,000 | \$435,000,000 | 12/12/95 |
| Other Finance | NuCo2 | \$9.00 | \$17,000,000 | \$48,000,000 | 12/18/95 |
| Other Finance | Sirrom Capital | \$11.00 | \$25,300,000 | \$80,700,000 | 02/06/95 |
| Other Services | Computer Learning Centers | \$8.00 | \$18,700,000 | \$32,400,000 | 05/31/95 |
| Other Services | Learning Tree International | \$12.00 | \$36,000,000 | \$166,500,000 | 12/06/95 |
| Other Services | Natural Health Trends | \$3.25 | \$3,300,000 | \$16,700,000 | 06/21/95 |
| | | | | | |

Salomon Brothers Rauscher Pierce Refsnes Goldman, Sachs Smith Barney Inc. Salomon Brothers Goldman, Sachs Morgan Stanley Raymond James & Associates Donaldson, Lufkin & Jenrette Cowen Hambrecht & Quist Donaldson, Lufkin & Jenrette Black & Company CS First Boston Advest Needham Robertson Stephens Rauscher Pierce Refsnes Morgan Stanley Merrill Lynch & Co. Robertson Stephens Merrill Lynch & Co. Morgan Stanley Furman Selz Mager Dietz Birney Cruttenden & Co. Inc. Parker/Hunter Robertson Stephens AmeriCorp Securities Needham Smith Barney Inc. PaineWebber Hambrecht & Quist Goldman, Sachs Paradise Valley Securities Inc Oppenheimer Prudential Securities Alex, Brown & Sons Merrill Lynch & Co. Donaldson, Lufkin & Jenrette Goldman, Sachs Goldman, Sachs Black & Company Allen & Co Raymond James & Associates Robinson-Humphrey Robertson Stephens Robertson Stephens Maidstone Financial, Inc.

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Furman Selz Mager Dietz Birney, Unterberg Harris L.P. Needham Natwest Securities, WP-SEC Donaldson, Lufkin & Jenrette PaineWebber, Simmons & Company Donaldson, Lufkin & Jenrette, Howard, Weil, Labouisse Merrill Lynch & Co., Salomon Brothers, Were Jensen Securities SBI European Bank First Analysis Securities J.C. Bradford & Co., Equitable Securities Piper, Jaffray Inc. Piper, Jaffray Inc., M Kane & Co. Harriman Group

Legal Counsel (Company)

Riordan & Mckinzie Klenda, Mitchell, Austerman & Zuercher Fenwick & West Riddell, Williams, Bullitt & Walkinshaw Weil Gotshal & Manges Monroe & Lemann Brobeck, Phleger, Harrison Greenberg, Traurig, Hoffman, Lipoff, Rosen & Quentel Morrison & Foerster Morrison & Foerster Cooley, Godward, Castro, Huddleson & Tatum Wilson, Sonsini, Goodrich & Rosati Stoel, Rives, Boley, Jones & Grey Mayer Brown & Platt Palmer Dodge Chapman & Cutler Faegre & Benson Locke, Purnell, Boren, Laney & Neely Wilson, Sonsini, Goodrich & Rosati General Counsel Venture Law Group Latham & Watkins Wilson, Sonsini, Goodrich & Rosati Jenner & Block Bogle & Gates Reed Smith Shaw & McClay Testa Hurwitz Thibeault Bachner, Tally, Polevoy & Misher Cooley, Godward, Castro, Huddleson & Tatum Skadden, Arps, Slate, Meagher & Flom Fulbright & Jaworski Wilson, Sonsini, Goodrich & Rosati Bingham, Dana & Gould O'Connor & Associates, P.C. Gray Cary Ware & Freidenrich Leland, Parachini, Steinberg, Flinn, Matzger Gibson Dunn & Crutcher Fellers, Snider, Blankenship, Bailey & Tippens Parson & Brown Vinson, Elkins Sullivan & Cromwell Tonkon, Torp, Galen, Marmaduke Latham & Watkins Olshan Grundman Frome & Rosenzweig Bass, Berry & Sims Hale, Dorr Irell & Manella Gallet Dreyer & Berkey

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| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|------------------|------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Pers/Bus/Rep Svc | Across Data Systems | \$5.50 | \$7,000,000 | \$32,500,000 | 07/27/95 |
| Pers/Bus/Rep Svc | ADAM Software | \$12.00 | \$22,000,000 | \$62,300,000 | 11/10/95 |
| Pers/Bus/Rep Svc | Advent Software | \$18.00 | \$28,000,000 | \$119,100,000 | 11/15/95 |
| Pers/Bus/Rep Svc | AMISYS Managed Care Systems | \$14.50 | \$25,000,000 | \$106,200,000 | 12/20/95 |
| Pers/Bus/Rep Svc | APAC TeleServices | \$16.00 | \$64,500,000 | \$369,600,000 | 10/10/95 |
| Pers/Bus/Rep Svc | Arbor Software | \$17.00 | \$25,200,000 | \$178,600,000 | 11/06/95 |
| Pers/Bus/Rep Svc | ArcSys | \$13.00 | \$21,600,000 | \$116,800,000 | 06/06/95 |
| Pers/Bus/Rep Svc | Ariely Advertising | \$5.00 | \$5,000,000 | \$14,000,000 | 09/20/95 |
| Pers/Bus/Rep Svc | Astea International | \$15.00 | \$30,800,000 | \$156,000,000 | 07/27/95 |
| Pers/Bus/Rep Svc | Baan | \$16.00 | \$72,000,000 | \$667,500,000 | 05/19/95 |
| Pers/Bus/Rep Svc | BDM International | \$18.50 | \$36,000,000 | \$221,500,000 | 06/28/95 |
| Pers/Bus/Rep Svc | Carnegie Group Inc | \$8.00 | \$22,500,000 | \$50,400,000 | 11/29/95 |
| Pers/Bus/Rep Svc | Catalyst International | \$13.00 | \$33,800,000 | \$105,500,000 | 11/15/95 |
| Pers/Bus/Rep Svc | CATS Software | \$12.00 | \$20,000,000 | \$65,200,000 | 03/20/95 |
| Pers/Bus/Rep Svc | CBT Group | \$16.00 | \$35,700,000 | \$108,700,000 | 04/13/95 |
| Pers/Bus/Rep Svc | CheckFree | \$18.00 | \$72,000,000 | \$575,200,000 | 09/28/95 |
| Pers/Bus/Rep Svc | Citrix Systems | \$15.00 | \$20,000,000 | \$172,400,000 | 12/08/95 |
| Pers/Bus/Rep Svc | CKS Group | \$17.00 | \$40,000,000 | \$1,776,500,000 | 12/14/95 |
| Pers/Bus/Rep Svc | Clarify | \$13.00 | \$26,000,000 | \$120,300,000 | 11/03/95 |
| Pers/Bus/Rep Svc | Complete Management | \$9.00 | \$18,000,000 | \$66,900,000 | 12/27/95 |
| Pers/Bus/Rep Svc | Computer Management Sciences | \$14.00 | \$18,700,000 | \$65,100,000 | 09/27/95 |
| Pers/Bus/Rep Svc | Computron Software | \$17.50 | \$46,200,000 | \$355,800,000 | 08/24/95 |
| Pers/Bus/Rep Svc | Concentra | \$12.00 | \$31,200,000 | \$62,900,000 | 02/06/95 |
| Pers/Bus/Rep Svc | Cooper & Chyan Technology | \$11.00 | \$26,300,000 | \$128,000,000 | 10/31/95 |
| Pers/Bus/Rep Svc | Core Laboratories | \$12.00 | \$30,000,000 | \$41,600,000 | 09/20/95 |
| Pers/Bus/Rep Svc | COREStaff | \$17.00 | \$52,800,000 | \$194,600,000 | 11/07/95 |
| Pers/Bus/Rep Svc | CORT Business Services | \$12.00 | \$40,000,000 | \$120,100,000 | 11/17/95 |
| Pers/Bus/Rep Svc | CRA Managed Care | \$16.00 | \$350,000,000 | \$110,200,000 | 05/03/95 |
| Pers/Bus/Rep Svc | Cronos | \$10.00 | \$37,400,000 | \$86,200,000 | 12/07/95 |
| Pers/Bus/Rep Svc | Datalogix International | \$17.00 | \$46,200,000 | \$174,800,000 | 06/15/95 |
| Pers/Bus/Rep Svc | Datastream Systems | \$15.00 | \$17,000,000 | \$53,900,000 | 03/29/95 |
| Pers/Bus/Rep Svc | DataWorks | \$13.00 | \$32,500,000 | \$73,300,000 | 10/26/95 |
| Pers/Bus/Rep Svc | Dendrite International | \$14.50 | \$33,800,000 | \$153,800,000 | 06/30/95 |
| Pers/Bus/Rep Svc | Desktop Data | \$15.00 | \$24,000,000 | \$122,900,000 | 08/11/95 |
| Pers/Bus/Rep Svc | Discreet Logic | \$21.00 | \$49,600,000 | \$258,000,000 | 06/30/95 |
| Pers/Bus/Rep Svc | DSP Communications | \$10.00 | \$25,200,000 | \$79,700,000 | 03/07/95 |
| Pers/Bus/Rep Svc | Eagle Point Software | \$13.00 | \$22,000,000 | \$63,900,000 | 06/16/95 |
| Pers/Bus/Rep Svc | Expert Software | \$12.00 | \$45,000,000 | \$84,200,000 | 04/11/95 |
| Pers/Bus/Rep Svc | Firefox Communications | \$18.00 | \$34,500,000 | \$121,200,000 | 05/04/95 |
| Pers/Bus/Rep Svc | Food Court Entertainment | \$5.00 | \$14,000,000 | \$22,500,000 | 10/11/95 |
| Pers/Bus/Rep Svc | ForeFront Group | \$8.00 | \$16,000,000 | \$38,300,000 | 12/20/95 |
| Pers/Bus/Rep Svc | Fractal Design | \$11.00 | \$25,000,000 | \$89,400,000 | 11/09/95 |
| Pers/Bus/Rep Svc | Fuisz Technologies | \$12.00 | \$30,300,000 | \$144,300,000 | 12/14/95 |
| Pers/Bus/Rep Svc | General Magic | \$14.00 | \$55,700,000 | \$335,200,000 | 02/09/95 |
| Pers/Bus/Rep Svc | Gliatech | \$9.50 | \$25,300,000 | \$67,600,000 | 10/19/95 |
| Pers/Bus/Rep Svc | GSE Systems | \$14.00 | \$21,000,000 | \$56,000,000 | 07/27/95 |
| Pers/Bus/Rep Svc | GT Interactive Software | \$14.00 | \$150,000,000 | \$830,100,000 | 12/14/95 |
| | | | | | |

Hampshire Securities

Robinson-Humphrey Morgan Stanley Alex. Brown & Sons Merrill Lynch & Co. Morgan Stanley

Morgan Stanley Hampshire Securities Alex. Brown & Sons Goldman, Sachs Goldman, Sachs Volpe, Welty & Company Robertson Stephens Hambrecht & Quist Alex. Brown & Sons Lehman Brothers Hambrecht & Quist Goldman, Sachs Alex. Brown & Sons Paulson Investment Robinson-Humphrey Donaldson, Lufkin & Jenrette Donaldson, Lufkin & Jenrette Alex. Brown & Sons Jefferies & Co., Inc. Goldman, Sachs Smith Barney Inc. Alex. Brown & Sons Morgan Stanley Robertson Stephens Robinson-Humphrey Furman Selz Inc Goldman, Sachs Alex. Brown & Sons Robertson Stephens Oppenheimer William Blair Hambrecht & Quist Robertson Stephens D. H. Blair William K. Woodruff Unterberg Harris Smith Barney Inc. Goldman, Sachs Montgomery Securities Prime Charter Ltd Robertson Stephens

Co-Managers

Volpe, Welty & Co. Hambrecht & Quist, PaineWebber Hambrecht & Quist, SBI European Bank Lehman Brothers, SBI European Bank Hambrecht & Quist, Robertson Stephens

Alex. Brown & Sons, Wessels, Arnold & Henderson

Montgomery Securities Morgan Stanley, Cowen, UBS Securities Lehman Brothers Parker/Hunter Cowen, Furman Selz Mager Dietz Birney Cowen Robertson Stephens Alex. Brown & Sons, Volpe, Welty & Co., Ohio Company Robertson Stephens Dean Witter Reynolds Wessels, Arnold & Henderson National Securities, Marion Bass Securities Raymond James & Associates Cowen, First Albany Volpe, Welty & Co., Soundview Financial Group Inc. Wessels, Arnold & Henderson, Soundview Financial Group Inc. Morgan Keegan Robinson-Humphrey Montgomery Securities Dean Witter Reynolds, J.P. Morgan Securities, Inc. Alex. Brown & Sons Alex, Brown & Sons, UBS Securities Raymond James & Assoc. Soundview Financial Group Inc. Hambrecht & Quist Volpe, Welty & Co. Volpe, Welty & Co. Cowen, Unterberg Harris Piper, Jaffray Inc. Piper, Jaffray Inc. Montgomery Securities, Cowen

Capital West Piper, Jaffray Inc., Van Kasper Lehman Brothers Alex. Brown & Sons, SBI European Bank Vector Securities Int'l, McDonald & Co. Securities Hambrecht & Quist, UBS Securities

Legal Counsel (Company)

Proskauer, Rose, Goetz & Mendelsohn

King Spalding Wilson, Sonsini, Goodrich & Rosati Hogan & Hartson McDermott, Will & Emery Gunderson Dettmer Stough Villeneuve Franklin & Hachi Brobeck, Phleger, Harrison Baer Marks & Upham Testa Hurwitz Thibeault Wilson, Sonsini, Goodrich & Rosati Willkie Farr & Gallagher Kirkpatrick & Lockhart Godfrey & Kahn Wilson, Sonsini, Goodrich & Rosati Wilson, Sonsini, Goodrich & Rosati Porter, Wright, Morris & Arthur Testa Hurwitz Thibeault Wilson, Sonsini, Goodrich & Rosati Gunderson, Dettmer, Stough, Villeneuve, Franklin Morse, Zelnick, Rose & Lander, L.L.P. Holland & Knight Brobeck, Phleger, Harrison Peabody & Arnold Fenwick & West Baker, Botts Akin, Gump, Strauss, Hauer & Feld Dechert Price Rhoads Hutchins, Wheeler & Dittmar Sullivan & Cromwell Wilson, Sonsini, Goodrich & Rosati Powell, Goldstein, Frazer & Murphy Cooley, Godward, Castro, Huddleson & Tatum Norris, McLaughlin & Marcus Testa Hurwitz Thibeault Testa Hurwitz Thibeault Morrison & Foerster Sidley & Austin Goodwin, Procter & Hoar Gray Cary Ware & Freidenrich Blank, Rome, Comisky & Mccauley Andrews & Kurth Venture Law Group Hale, Dorr Gray Cary Ware & Freidenrich Jones Day Reavis & Pogue Arnold & Porter Kramer, Levin, Naftalis, Nessen, Kamin & Frankel

Auditor

Lurie Besikof Lapidus & Co. Price Waterhouse Coopers & Lybrand Coopers & Lybrand Arthur Andersen & Co. Price Waterhouse

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| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|------------------|-------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Pers/Bus/Rep Svc | Harbinger | \$12.00 | \$27,000,000 | \$112,900,000 | 08/22/95 |
| Pers/Bus/Rep Svc | HCIA | \$14.00 | \$19,300,000 | \$100,600,000 | 02/22/95 |
| Pers/Bus/Rep Svc | HNC Software | \$14.00 | \$24,800,000 | \$91,700,000 | 06/20/95 |
| Pers/Bus/Rep Svc | HPR | \$16.00 | \$26,500,000 | \$109,200,000 | 08/10/95 |
| Pers/Bus/Rep Svc | IMNET Systems | \$12.00 | \$37,500,000 | \$93,300,000 | 07/20/95 |
| Pers/Bus/Rep Svc | Inference | \$11.00 | \$24,200,000 | \$75,400,000 | 06/29/95 |
| Pers/Bus/Rep Svc | Insignia Solutions | \$12.00 | \$39,600,000 | \$133,400,000 | 11/14/95 |
| Pers/Bus/Rep Svc | Interactive Group | \$6.50 | \$8,500,000 | \$28,200,000 | 05/23/95 |
| Pers/Bus/Rep Svc | Learmonth & Burchett Mgmt | \$10.00 | \$26,700,000 | \$239,400,000 | 11/16/95 |
| Pers/Bus/Rep Svc | Legato Systems | \$19.00 | \$32,000,000 | \$145,300,000 | 07/06/95 |
| Pers/Bus/Rep Svc | Logic Works | \$11.00 | \$32,000,000 | \$117,300,000 | 10/16/95 |
| Pers/Bus/Rep Svc | MAID | \$15.10 | \$87,500,000 | \$1,267,100,000 | 11/22/95 |
| Pers/Bus/Rep Svc | Maxis | \$16.00 | \$48,000,000 | \$166,400,000 | 05/24/95 |
| Pers/Bus/Rep Svc | Mecon | \$13.00 | \$30,600,000 | \$71,900,000 | 12/06/95 |
| Pers/Bus/Rep Svc | META Group | \$18.00 | \$36,000,000 | \$91,700,000 | 12/01/95 |
| Pers/Bus/Rep Svc | Meta Software Inc | \$12.00 | \$22,000,000 | \$114,000,000 | 11/08/95 |
| Pers/Bus/Rep Svc | MetaTools | \$18.00 | \$45,000,000 | \$191,200,000 | 12/12/95 |
| Pers/Bus/Rep Svc | Metra Biosystems | \$10.00 | \$33,000,000 | \$91,800,000 | 06/30/95 |
| Pers/Bus/Rep Svc | Mustang Software | \$6.50 | \$5,500,000 | \$21,800,000 | 04/05/95 |
| Pers/Bus/Rep Svc | MySoftware | \$11.00 | \$20,000,000 | \$46,400,000 | 06/15/95 |
| Pers/Bus/Rep Svc | Neopath | \$11.00 | \$34,500,000 | \$99,200,000 | 01/26/95 |
| Pers/Bus/Rep Svc | Netscape Communications | \$28.00 | \$95,600,000 | \$1,068,500,000 | 08/08/95 |
| Pers/Bus/Rep Svc | Network Appliance | \$13.50 | \$25,500,000 | \$214,500,000 | 11/21/95 |
| Pers/Bus/Rep Svc | Neuromedical Technologies Inc | \$15.00 | \$62,400,000 | \$408,300,000 | 12/07/95 |
| Pers/Bus/Rep Svc | Novadigm | \$15.00 | \$35,000,000 | \$252,400,000 | 07/14/95 |
| Pers/Bus/Rep Svc | Objective Systems Integrators | \$19.00 | \$61,100,000 | \$578,300,000 | 11/30/95 |
| Pers/Bus/Rep Svc | OccuSystems | \$14.00 | \$63,000,000 | \$222,900,000 | 05/08/95 |
| Pers/Bus/Rep Svc | ON Technology | \$15.00 | \$36,400,000 | \$145,700,000 | 08/01/95 |
| Pers/Bus/Rep Svc | Open Environment | \$15.00 | \$38,500,000 | \$103,300,000 | 04/13/95 |
| Pers/Bus/Rep Svc | Ostex International | \$9.50 | \$31,500,000 | \$114,100,000 | 01/25/95 |
| Pers/Bus/Rep Svc | Parexel International | \$15.00 | \$30,500,000 | \$103,800,000 | 11/22/95 |
| Pers/Bus/Rep Svc | Performance Systems | \$12.00 | \$41,800,000 | \$361,500,000 | 05/01/95 |
| Pers/Bus/Rep Svc | Pharmacopeia | \$16.00 | \$33,800,000 | \$154,400,000 | 12/05/95 |
| Pers/Bus/Rep Svc | Pixar | \$22.00 | \$114,000,000 | \$822,500,000 | 11/29/95 |
| Pers/Bus/Rep Svc | Premenos Technology | \$18.00 | \$46,800,000 | \$176,700,000 | 09/20/95 |
| Pers/Bus/Rep Svc | Pure Software | \$17.00 | \$30,300,000 | \$263,000,000 | 08/01/95 |
| Pers/Bus/Rep Svc | RadiSys | \$12.00 | \$27,500,000 | \$67,200,000 | 10/20/95 |
| Pers/Bus/Rep Svc | Remedy | \$23.00 | \$36,000,000 | \$178,400,000 | 03/17/95 |
| Pers/Bus/Rep Svc | Renaissance Solutions | \$13.00 | \$28,600,000 | \$77,600,000 | 04/03/95 |
| Pers/Bus/Rep Svc | Renters Choice | \$10.00 | \$24,800,000 | \$65,500,000 | 01/25/95 |
| Pers/Bus/Rep Svc | Romac International | \$12.50 | \$19,200,000 | \$57,100,000 | 08/14/95 |
| Pers/Bus/Rep Svc | ROSS Technology | \$14.00 | \$35,800,000 | \$49,000,000 | 11/06/95 |
| Pers/Bus/Rep Svc | RTW | \$13.00 | \$24,000,000 | \$96,800,000 | 04/18/95 |
| Pers/Bus/Rep Svc | Saville Systems Ireland | \$10.00 | \$60,000,000 | \$175,000,000 | 11/16/95 |
| Pers/Bus/Rep Svc | ScanVec Co. (1990) | \$7.00 | \$10,900,000 | \$30,800,000 | 10/18/95 |
| Pers/Bus/Rep Svc | Scopus Technology | \$12.00 | \$26,400,000 | \$135,200,000 | 11/16/95 |
| Pers/Bus/Rep Svc | Secure Computing | \$16.00 | \$25,200,000 | \$97,100,000 | 11/17/95 |
| Pers/Bus/Rep Svc | Seer Technologies | \$18.00 | \$39,800,000 | \$197,100,000 | 06/30/95 |
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Alex. Brown & Sons Alex. Brown & Sons Morgan Stanley Hambrecht & Quist Volpe, Welty & Company Prudential Securities Robertson Stephens Cruttenden Roth Inc. Lehman Brothers Robertson Stephens Morgan Stanley Hambrecht & Quist Morgan Stanley Montgomery Securities Robertson Stephens Wessels, Arnold & Henderson Alex, Brown & Sons Robertson Stephens Cruttenden Roth Inc. Volpe, Welty & Company Invemed Associates Morgan Stanley Lehman Brothers Goldman, Sachs Alex. Brown & Sons Morgan Stanley Donaldson, Lufkin & Jenrette Robertson Stephens Donaldson, Lufkin & Jenrette CS First Boston William Blair Montgomery Securities Alex. Brown & Sons Robertson Stephens Volpe, Welty & Company Morgan Stanley Cowen Alex. Brown & Sons Hambrecht & Quist Rauscher Pierce Refsnes Prudential Securities Robertson Stephens Montgomery Securities Alex. Brown & Sons Unterberg Harris

Morgan Stanley

Piper, Jaffray Inc

Hambrecht & Quist

Co-Managers

Robinson-Humphrey Hambrecht & Quist Robertson Stephens Alex. Brown & Sons, Volpe, Welty & Co. Punk, Ziegel & Knoell J.P. Morgan Securities, Inc., Soundview Financial Group Inc. Cowen, UBS Securities

J.P. Morgan Securities, Inc., Wessels, Arnold & Henderson Hambrecht & Quist, Punk, Ziegel & Knoell Hambrecht & Quist, Robertson Stephens Bear, Stearns Alex. Brown & Sons, Piper, Jaffray Inc. Cowen, Wessels, Arnold & Henderson Donaldson, Lufkin & Jenrette Needham, Soundview Financial Group Inc. Cowen, Hambrecht & Quist Cowen, Furman Selz Inc.

Punk, Ziegel & Knoell

Hambrecht & Quist Alex. Brown & Sons Merrill Lynch & Co., SBI European Bank Prudential Securities, Soundview Financial Group Inc. Bear, Stearns, Punk, Ziegel & Knoell Alex. Brown & Sons, SBI European Bank Wessels, Arnold & Henderson Cowen Inversed Associates SBI European Bank, Adams, Harkness & Hill Cowen, Punk, Ziegel & Knoell Cowen, UBS Securities Hambrecht & Quist, Cowen Furman Selz Inc. Wessels, Arnold & Henderson J.P. Morgan Securities, Inc. Hambrecht & Quist, Montgomery Securities Cowen Equitable Securities, George K. Baum Baird, Patrick & Co., Inc. PaineWebber Piper, Jaffray Inc. Hambrecht & Quist, Columbia Group Oscar Gruss & Son Inc. Montgomery Securities, UBS Securities Robertson Stephens CS First Boston, Merrill Lynch & Co.

Legal Counsel (Company)

Morris, Manning & Martin Whiteford, Taylor & Preston L.L.P. Fenwick & West Hill & Barlow Arnall Golden & Gregory O'Melveny & Myers Fenwick & West Cooley, Godward, Castro, Huddleson & Tatum Ropes & Gray Brobeck, Phleger, Harrison Brobeck, Phleger, Harrison Wilson, Sonsini, Goodrich & Rosati Wilson, Sonsini, Goodrich & Rosati Wilson, Sonsini, Goodrich & Rosati Testa Hurwitz Thibeault Venture Law Group Wilson, Sonsini, Goodrich & Rosati Venture Law Group Freshman, Marantz, Orlanski, Cooper Cooley, Godward, Castro, Huddleson Perkins Coie Wilson, Sonsini, Goodrich & Rosati Brobeck, Phleger, Harrison Fried, Frank, Harris, Shriver & Jacobson Wilson, Sonsini, Goodrich & Rosati Wilson, Sonsini, Goodrich & Rosati Vinson, Elkins Epstein Becker & Green Hale, Dorr Cairncross & Hempelmann Testa Hurwitz Thibeault Nixon, Hargrave, Devan & Doyle Brobeck, Phleger, Harrison Wilson, Sonsini, Goodrich & Rosati Bryan, Cave, McPheeters & McRoberts Brobeck, Phleger, Harrison Stoel, Rives, Boley, Fraser & Wyse Brobeck, Phleger, Harrison Hale, Dorr Baker, Botts Holland & Knight Irell & Manella Lindquist & Vennum Hale, Dorr Kaye, Scholer, Fierman, Hayes & Handler Wilson, Sonsini, Goodrich & Rosati Faegre & Benson Powell, Goldstein, Frazer & Murphy

Auditor

Arthur Andersen & Co. KPMG Peat Marwick Price Waterhouse Coopers & Lybrand KPMG Peat Marwick Ernst & Young Price Waterhouse Ernst & Young Price Waterhouse Coopers & Lybrand Ernst & Young Price Waterhouse Ernst & Young KPMG Peat Marwick Deloitte & Touche KPMG Peat Marwick Coopers & Lybrand KPMG Peat Marwick Arthur Andersen & Co. KPMG Peat Marwick Ernst & Young Ernst & Young Deloitte & Touche Shane, Yuman & Co. Arthur Andersen & Co. Deloitte & Touche Arthur Andersen & Co. Arthur Andersen & Co. Frnst & Young Arthur Andersen & Co. Price Waterhouse Price Waterhouse Ernst & Young Peat Marwick & Mitchell Coopers & Lybrand KPMG Peat Marwick Price Waterhouse Ernst & Young Deloitte & Touche Grant Thornton Price Waterhouse KPMG Peat Marwick Deloitte & Touche Ernst & Young Kost Levary & Forer Coopers & Lybrand Ernst & Young Coopers & Lybrand

| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|------------------|-------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Pers/Bus/Rep Svc | Sequana Therapeutics | \$9.00 | \$39,000,000 | \$69,500,000 | 07/31/95 |
| Pers/Bus/Rep Svc | Simware | \$10.00 | \$21,600,000 | \$14,000,000 | 09/29/95 |
| Pers/Bus/Rep Svc | Sitel | \$13.50 | \$34,400,000 | \$90,100,000 | 06/08/95 |
| Pers/Bus/Rep Svc | Smartflex Systems | \$12.00 | \$30,800,000 | \$74,500,000 | 07/31/95 |
| Pers/Bus/Rep Svc | Smith Micro Software | \$12.00 | \$37,400,000 | \$164,400,000 | 09/18/95 |
| Pers/Bus/Rep Svc | Software 2000 | \$11.00 | \$27,600,000 | \$120,200,000 | 11/17/95 |
| Pers/Bus/Rep Svc | Software Artistry | \$14.00 | \$20,100,000 | \$54,000,000 | 03/02/95 |
| Pers/Bus/Rep Svc | Sonus Pharmaceuticals | \$7.00 | \$27,500,000 | \$57,000,000 | 10/12/95 |
| Pers/Bus/Rep Svc | SOS Staffing Services | \$6.50 | \$17,800,000 | \$43,600,000 | 06/28/95 |
| Pers/Bus/Rep Svc | Spyglass | \$17.00 | \$31,000,000 | \$85,100,000 | 06/27/95 |
| Pers/Bus/Rep Svc | Summit Medical Systems | \$9.00 | \$20,000,000 | \$58,700,000 | 08/04/95 |
| Pers/Bus/Rep Svc | TechForce | \$11.00 | \$37,200,000 | \$87,000,000 | 12/14/95 |
| Pers/Bus/Rep Svc | TGV Software | \$16.00 | \$30,000,000 | \$83,500,000 | 02/28/95 |
| Pers/Bus/Rep Svc | Tivoli Systems | \$14.00 | \$32,800,000 | \$193,800,000 | 03/10/95 |
| Pers/Bus/Rep Svc | Transaction Systems | \$15.00 | \$38,500,000 | \$167,500,000 | 02/23/95 |
| Pers/Bus/Rep Svc | Triple P | \$10.00 | \$60,500,000 | \$231,200,000 | 12/14/95 |
| Pers/Bus/Rep Svc | Unison Software | \$9.00 | \$19,000,000 | \$66,500,000 | 07/20/95 |
| Pers/Bus/Rep Svc | UUNet Technologies | \$14.00 | \$61,400,000 | \$386,300,000 | 05/25/95 |
| Pers/Bus/Rep Svc | Vacation Break USA | \$5.00 | \$15,000,000 | \$41,500,000 | 12/21/95 |
| Pers/Bus/Rep Svc | Vantive | \$12.00 | \$20,000,000 | \$54,200,000 | 08/14/95 |
| Pers/Bus/Rep Svc | Veritas Music Entertainment | \$5.00 | \$6,900,000 | \$23,000,000 | 07/20/95 |
| Pers/Bus/Rep Svc | Verity | \$12.00 | \$30,000,000 | \$114,000,000 | 10/06/95 |
| Pers/Bus/Rep Svc | VIASOFT | \$8.00 | \$20,000,000 | \$63,200,000 | 03/01/95 |
| Pers/Bus/Rep Svc | Visio | \$16.00 | \$34,600,000 | \$206,000,000 | 11/09/95 |
| Pers/Bus/Rep Svc | Visioneer | \$12.00 | \$44,000,000 | \$217,600,000 | 12/11/95 |
| Radio/TV/Telecom | American Radio Systems | \$16.50 | \$66,500,000 | \$229,000,000 | 06/08/95 |
| Radio/TV/Telecom | Argyle Television Holding | \$17.00 | \$65,300,000 | \$187,500,000 | 10/23/95 |
| Radio/TV/Telecom | EchoStar Communications | \$17.00 | \$66,000,000 | \$638,200,000 | 06/20/95 |
| Radio/TV/Telecom | Globalstar Telecommunications | \$20.00 | \$180,000,000 | \$200,200,000 | 02/14/95 |
| Radio/TV/Telecom | HighwayMaster Communications | \$19.75 | \$78,000,000 | \$441,100,000 | 06/22/95 |
| Radio/TV/Telecom | MobileMedia | \$18.50 | \$112,000,000 | \$580,200,000 | 06/29/95 |
| Radio/TV/Telecom | NYNEX CableComms Group | \$21.81 | \$270,200,000 | \$15,517,800,000 | 06/08/95 |
| Radio/TV/Telecom | Palmer Wireless | \$14.25 | \$80,000,000 | \$327,800,000 | 03/14/95 |
| Radio/TV/Telecom | PanAmSat | \$17.00 | \$280,000,000 | \$1,700,000,000 | 09/21/95 |
| Radio/TV/Telecom | Sinclair Broadcast Group | \$21.00 | \$80,000,000 | \$714,000,000 | 06/06/95 |
| Radio/TV/Telecom | Tele-Communications Intl | \$16.00 | \$238,000,000 | \$1,880,000,000 | 07/12/95 |
| Radio/TV/Telecom | US Order | \$14.75 | \$53,900,000 | \$211,700,000 | 06/01/95 |
| Radio/TV/Telecom | Videotron Holdings | \$17.50 | \$107,300,000 | \$4,774,600,000 | 03/30/95 |
| Radio/TV/Telecom | Wireless One | \$10.50 | \$30,000,000 | \$136,500,000 | 10/18/95 |
| Real Estate | NHP | \$13.00 | \$60,200,000 | \$159,300,000 | 08/14/95 |
| REIT | Redwood Trust | \$15.50 | \$50,000,000 | \$77,500,000 | 08/04/95 |
| REIT | Sunstone Hotel Investors | \$9.50 | \$62,100,000 | \$56,200,000 | 08/10/95 |
| Restaurant/Hotel | Extended Stay America | \$13.00 | \$44,000,000 | \$236,000,000 | 12/13/95 |
| Restaurant/Hotel | Garden Fresh Restaurant | \$9.00 | \$15,000,000 | \$35,600,000 | 05/17/95 |
| Restaurant/Hotel | Italian Oven | \$8.00 | \$24,300,000 | \$34,800,000 | 11/20/95 |
| Restaurant/Hotel | Jerry's Famous Deli | \$6.00 | \$12,600,000 | \$60,800,000 | 10/20/95 |
| Restaurant/Hotel | Logans Roadhouse | \$13.50 | \$20,400,000 | \$42,500,000 | 07/26/95 |

Lehman Brothers Oppenheimer Alex. Brown & Sons Montgomery Securities Hambrecht & Quist Needham Robertson Stephens Hambrecht & Quist Unterberg Harris Alex, Brown & Sons Wessels, Arnold & Henderson Alex. Brown & Sons Smith Barney Inc. Goldman, Sachs Goldman, Sachs Hambrecht & Quist Hambrecht & Quist Goldman, Sachs Josephthal Lyon & Ross, Inc. Hambrecht & Ouist A.S. Goldmen & Company

Hambrecht & Quist Volpe, Welty & Company Alex. Brown & Sons Robertson Stephens CS First Boston CS First Boston Donaldson, Lufkin & Jenrette Lehman Brothers Merrill Lynch & Co. Lehman Brothers Salomon Brothers

Morgan Stanley Smith Barney Inc. Merrill Lynch & Co. Salomon Brothers Merrill Lynch & Co. Gerard, Klauer, Mattison & Co. Montgomery Securities Montgomery Securities Donaldson, Lufkin & Jenrette Wedbush Morgan Securities Wheat First Butcher & Singer Boston Group J.C. Bradford

Co-Managers

Hambrecht & Quist Punk, Ziegel & Knoell, Nesbitt Burns Dain Bosworth Needham Oppenheimer Robinson-Humphrey, Soundview Financial Group Inc. Cowen UBS Securities, Montgomery Securities George K. Baum Cowen Volpe, Welty & Co. Montgomery Securities Wessels, Arnold & Henderson Robertson Stephens Alex. Brown & Sons Cowen Cowen Hambrecht & Quist, Bear, Stearns Cruttenden Roth Inc. Robertson Stephens

Alex. Brown & Sons, Wessels, Arnold & Henderson Wessels, Arnold & Henderson Bear, Stearns Montgomery Securities, PaineWebber Alex. Brown & Sons, SBI European Bank Bear, Stearns, Donaldson, Lufkin & Jenrette, Chase Securities

Bear, Stearns, J.P. Morgan Securities, Inc., Salomon Brothers CS First Boston, SBI European Bank Goldman, Sachs, SBI European Bank S.G. Warburg & Co., Inc., Donaldson, Lufkin & Jenrette, Morgan Stanley Salomon Brothers, Wheat First Butcher & Singer Bear, Stearns, Donaldson, Lufkin & Jenrette Alex. Brown & Sons, Chase Securities CS First Boston, Donaldson, Lufkin & Jenrette, Morgan Stanley First Albany, Friend, Weinress, Frankson & Presson, Inc. Natwest Securities, Goldman, Sachs Prudential Securities Donaldson, Lufkin & Jenrette, J.P. Morgan Securities, Inc. Stifel, Nicolaus Bear, Stearns SBI European Bank Morgan Keegan

Equitable Securities

Legal Counsel (Company)

Wilson, Sonsini, Goodrich & Rosati Fulbright & Jaworski Parsinen Bowman & Levy PA Stradling, Yocca, Carlson & Rauth Brobeck, Phleger, Harrison Testa Hurwitz Thibeault Henderson Daily Withrow & Devoe Stradling, Yocca, Carlson & Rauth Kimball, Parr, Waddoups, Brown & Gee Hale, Dorr Dorsey Whitney Powell, Goldstein, Frazer & Murphy Morrison & Foerster Brobeck, Phleger, Harrison Erickson & Sederstrom Wilson, Sonsini, Goodrich & Rosati Wilson, Sonsini, Goodrich & Rosati Heller, Ehrman, White & Mcauliffe Greenberg, Traurig, Hoffman, Lipoff, Rosen & Quentel Grav Carv Ware & Freidenrich Loeb and Loeb

Gray Cary Ware & Freidenrich Meyer Hendricks Victor Osborn & Maledon Perkins Coie Venture Law Group Sullivan Worcester Locke, Purnell, Boren, Laney & Neely Baker & Hostetler Willkie Farr & Gallagher Akin, Gump, Strauss, Hauer & Feld Latham & Watkins Chadbourne, Parke, Whiteside & Wolff

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Auditor

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KPMG Peat Marwick Arthur Andersen & Co. Arthur Andersen & Co. KPMG Peat Marwick Touche Ross & Co. KPMG Peat Marwick Arthur Andersen & Co. Coopers & Lybrand Coopers & Lybrand Price Waterhouse Arthur Andersen & Co. Coopers & Lybrand Intl

| Industry | Company | Offering Price | Total \$ Value Of Offering | Market Value At Time Of Offering | Offering Date |
|------------------|-------------------------------|-------------------|-------------------------------|-------------------------------------|---------------|
| Restaurant/Hotel | Schlotzsky's | \$11.00 | \$22,000,000 | \$60,700,000 | 12/15/95 |
| Restaurant/Hotel | Studio Plus of America | \$15.00 | \$43,400,000 | \$69,800,000 | 06/20/95 |
| Retail | American Coin Merchandising | \$7.00 | \$15,300,000 | \$35,600,000 | 10/13/95 |
| Retail | Creative Computers | \$17.00 | \$31,000,000 | \$153,000,000 | 04/04/95 |
| Retail | Cutter & Buck | \$7.00 | \$12,200,000 | \$24,200,000 | 08/14/95 |
| Retail | Dollar Tree Stores | \$15.00 | \$37,500,000 | \$248,200,000 | 03/06/95 |
| Retail | Eastbay | \$15.00 | \$26,000,000 | \$86,600,000 | 09/28/95 |
| Retail | Elcom International | \$11.00 | \$66,000,000 | \$244,900,000 | 12/19/95 |
| Retail | Finlay Enterprises | \$14.00 | \$44,500,000 | \$105,200,000 | 04/06/95 |
| Retail | Gadzooks | \$14.00 | \$22,400,000 | \$69,200,000 | 10/05/95 |
| Retail | Garden Ridge | \$15.00 | \$33,800,000 | \$103,500,000 | 05/09/95 |
| Retail | Hello Direct | \$11.50 | \$16,500,000 | \$54,100,000 | 04/07/95 |
| Retail | Home Centers (DIY) | \$7.00 | \$13,500,000 | \$33,000,000 | 12/21/95 |
| Retail | Owen Healthcare Inc | \$12.00 | \$93,200,000 | \$191,200,000 | 08/02/95 |
| Retail | Star Gas Partners | \$22.00 | \$56,600,000 | \$57,200,000 | 12/14/95 |
| Retail | Sterling Vision | \$7.50 | \$20,000,000 | \$92,300,000 | 12/20/95 |
| S&L/Thrift | Imperial Thrift & Loan | \$10.00 | \$52,000,000 | \$52,000,000 | 10/23/95 |
| S&L/Thrift | Oak Hill Financial | \$9.75 | \$6,500,000 | \$27,100,000 | 10/12/95 |
| Sanitation | ERD Waste | \$6.50 | \$13,000,000 | \$37,900,000 | 05/17/95 |
| Telephone Commun | EqualNet Holdings | \$11.00 | \$24,200,000 | \$63,900,000 | 03/08/95 |
| Telephone Commun | General Cable | \$15.39 | \$152,000,000 | \$1,056,900,000 | 04/20/95 |
| Telephone Commun | MIDCOM Communications | \$11.00 | \$64,500,000 | \$148,700,000 | 07/06/95 |
| Telephone Commun | Tel-Save Holdings | \$13.75 | \$39,000,000 | \$172,600,000 | 09/20/95 |
| Transportation | Ambassadors International | \$9.00 | \$19,000,000 | \$56,100,000 | 08/03/95 |
| Transportation | Ampace | \$7.00 | \$9,000,000 | \$18,600,000 | 02/16/95 |
| Transportation | Atlas Air | \$16.00 | \$58,000,000 | \$304,000,000 | 08/10/95 |
| Transportation | Consolidated Delivery | \$13.00 | \$44,800,000 | \$86,200,000 | 11/20/95 |
| Transportation | Eagle USA Airfreight | \$16.50 | \$30,000,000 | \$135,700,000 | 11/30/95 |
| Transportation | Intrav | \$10.50 | \$22,800,000 | \$55,900,000 | 05/18/95 |
| Transportation | Simon Transportation Services | \$9.00 | \$24,200,000 | \$41,400,000 | 11/17/95 |
| Transportation | Western Pacific Airlines | \$19.00 | \$48,000,000 | \$248,300,000 | 12/05/95 |
| Transportation | World Airways | \$12.50 | \$37,700,000 | \$150,000,000 | 10/05/95 |
| Wholesale | AmeriSource Health Corp | \$21.00 | \$100,300,000 | \$514,400,000 | 04/04/95 |
| Wholesale | Business Resource Group | \$7.00 | \$12,000,000 | \$32,100,000 | 06/27/95 |
| Wholesale | Daisytek International | \$15.00 | \$22,800,000 | \$91,000,000 | 01/26/95 |
| Wholesale | Henry Schein | \$16.00 | \$98,600,000 | \$293,100,000 | 11/03/95 |
| Wholesale | Insight Enterprises | \$9.00 | \$13,500,000 | \$48,100,000 | 01/24/95 |
| Wholesale | Ostech | \$10.50 | \$19,000,000 | \$42,000,000 | 08/02/95 |
| Wholesale | Programmer's Paradise | \$10.00 | \$19,600,000 | \$43,800,000 | 07/18/95 |
| Wholesale | SCP Pool | \$10.50 | \$23,400,000 | \$64,900,000 | 10/12/95 |
| Wholesale | SQA | \$16.00 | \$26,000,000 | \$122,400,000 | 12/13/95 |
| Wholesale | Taitron Components | \$5.25 | \$11,000,000 | \$34,600,000 | 04/19/95 |
| Wholesale | Tarrant Apparel Group | \$9.00 | \$30,000,000 | \$58,500,000 | 07/24/95 |
| Wholesale | US Office Products | \$10.00 | \$32,500,000 | \$71,300,000 | 02/14/95 |
| Wholesale | Western Power & Equipment | \$6.50 | \$8,500,000 | \$21,700,000 | 06/13/95 |

Source: Securities Data Company (201) 622-3100 The Nasdaq Stock Market and the NASD do not guarantee the accuracy or completeness of these lists and will not be liable for any error they may contain.

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Robertson Stephens Goldman, Sachs Montgomery Securities Dillon, Read Alex. Brown & Sons Pennsylvania Merchant Group Smith Barney Inc. Lehman Brothers Fechtor, Detwiler Friedman, Billings, Ramsey &Co McDonald & Company Securities Hampshire Securities

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Wessels, Arnold & Henderson

Furman Selz Inc.

Legal Counsel (Company)

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Calfee, Halter & Griswold Paul, Weiss, Rifkind, Wharton & Garrison Akin, Gump, Strauss, Hauer & Feld Liddell, Sapp, Zivley Hill & La Boon Wilson, Sonsini, Goodrich & Rosati Carter, Ledyard & Milburn Vinson, Elkins Andrews & Kurth Mcdermott Will & Emery Manatt, Phelps, Rothenberg & Phillips Porter, Wright, Morris & Arthur Squadron, Ellenoff, Plesent, Sheinfeld & Sorkin

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