



Minted - Onboarding Packet

All bulleted points show the responsibility of each party. Minted will assist anywhere possible, which is designated by a dual deliverable party.

1. REQUIRED DOCUMENTATION

Minted will gladly assist in the formation of these materials upon cooperation from issuers accounting and legal department.

1.1 Corporate Documentation

- Certificate of incorporation (**CLIENT**)
- Operating agreement / bylaws (**CLIENT**)
- Updated cap table (**CLIENT**)
- Major shareholder list (**CLIENT**)
- SAFE/SAFT agreements (**CLIENT**)
- Board approval for equity assignment into SPV (**CLIENT**)
- Authorized signatory documentation (**CLIENT**)

1.2 Corporate Financials

- Last 2 years of financials (if applicable) (**CLIENT**)
- YTD financial statements (**CLIENT**)
- Burn rate + runway (**CLIENT**)
- 12–24 month projections (**CLIENT**)
- KPI reports (protocol / SaaS / marketplace / etc.) (**CLIENT**)

- Financial projections (**CLIENT**)
- Revenue model (**CLIENT**)
- Cost structure (**CLIENT**)

NOTE* Valuation process can begin after these 2 initial steps.

1.3 Token Documentation

- Tokenomics (**CLIENT**)**(MINTED)**
- Whitepaper (**CLIENT**)**(MINTED)**
- Token distribution schedule (**CLIENT**)**(MINTED)**
- Vesting schedules (**CLIENT**)**(MINTED)**
- Smart contract addresses (**CLIENT**)**(MINTED)**
- Liquidity plan (DEX, OTC, market maker strategy) (**CLIENT**)**(MINTED)**

1.4 Legal & Compliance Documentation

- Counsel contact (**CLIENT**)
 - Jurisdiction(s) (**CLIENT**)
 - **Prior** existing securities filings (Reg D, Reg S, etc.)**(CLIENT)**
 - **Prior** token sales (**CLIENT**)
 - Any **PRIOR** KYC/AML policy (if applicable) (**CLIENT**)
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2. THIRD-PARTY VALUATION REQUIREMENTS

Every issuer must undergo a formal 3rd-party valuation. This protects sale participants and holders from poor token launch performance, and keeps a strong baseline for intrinsic value to follow. Upon completion the following will be determined:

- **Total Company FMV (Pre Revenue Startup.)** CAN NOT BE ALTERED BY NEW COMPANIES. IF YOU CHOOSE NOT TO USE THIS, IT WILL GREATLY DIMINISH THE PROBABILITY OF MINTED MOVING FORWARD IN A NATIVE FUNDRAISE. IF THE PARTIES MOVE FORWARD EVERY SUBSEQUENT VALUATION WILL BE BASED ON THE ORIGINAL PROVIDED. **(CLIENT)**
- **Total Company FMV (Proven and pre funded projects.)** For projects who've been under multiple fundraises this is less to establish a baseline, and more to validate the existing. **(CLIENT)**
- SPV equity value (Issuer designated.) **(CLIENT)**
- NAV per Unit (Issuer designated.) **(CLIENT)**
- ELE conversion logic (Issuer designated.) **(CLIENT)**
- Quarterly (or annual) NAV update baseline (Issuer designated.) **(CLIENT)**

2.1 Required Valuation Materials

Financials (See 1.2 Corporate Financials)

Corporate

- Updated cap table **(CLIENT)**
- SAFEs/SAFTs **(CLIENT)**
- Equity % allocated to the SPV **(CLIENT)**

Operational

- User metrics **(CLIENT)**
- KPIs **(CLIENT)**
- Growth model **(CLIENT)**

Web3

- Token supply model (variable if there will be/ is a pre existing token.)**(CLIENT)**
(MINTED)
- Token utility**(CLIENT)****(MINTED)**

- Liquidity model (**CLIENT**) (**MINTED**)

2.2 Valuation Deliverables

- Valuation report (PDF) (**MINTED**)
- NAV per Unit (based on valuation.) (**CLIENT**) (**MINTED**)
- Cap table valuation model (**CLIENT**) (**MINTED**)
- Spreadsheet outputs (**MINTED**)
- Assigned SPV equity valuation (with reporting under consideration.) (**CLIENT**)

2.3 How Minted Uses the Valuation

- NAV Oracle updates (**MINTED**)
 - ELE conversion rate (**MINTED**)
 - Investor dashboard NAV (**MINTED**)
 - SPBD allocation logic (if needed) (**MINTED**)
 - Frequency I.E. Quarterly NAV update workflows (**MINTED**)
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3. LEGAL & COMPLIANCE ONBOARDING

Minted manages all regulatory and structural setup needed for compliant token-to-equity bridging.

3.1 Entity and Regulations:

- SPV formation (Delaware / BVI / Cayman (assuming all documentation is in order, on clients behest.) (**MINTED**)
- Revolving beneficial ownership registrar via ELE (**MINTED**)
- Reg S filing for non-US participants (on clients behalf only.) (**MINTED**)
- Optional Reg D 506b pathway for US accredited investors/35 non (on clients behalf.) (**MINTED**)

- NAV reporting compliance to mainframe (in concordance with frequency set by client terms.) **(MINTED)**
- Standard legal templates (mandated by the client.) **(MINTED)**

3.2 Issuer Responsibilities (Minted can assist process.)

- Provide valuation materials (whether existing or from 3rd party.) **(CLIENT)**
- Approve equity % assigned to SPV. **(CLIENT)**
- Sign SPV & equity assignment documents. **(CLIENT)**
- Provide corporate signatures. **(CLIENT)**
- Counsel review / participation. **(CLIENT)**

3.3 Compliance Systems

- KYC/AML workflow **(MINTED)**
 - Accredited investor questionnaire acknowledgement. **(MINTED)**
 - Jurisdiction gating **(MINTED)**
 - Transaction monitoring (need of transfer agent actions.) **(MINTED)**
 - SPBD equity movement and identity mapping (if needed) **(MINTED)**
 - ATS requirements (only if needed I.E. direct equity trading via OTC.) **(MINTED)**
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4. EQUITY SPV SETUP

Minted will gladly assist the protocol in the entity set up process assuming all deliverables are available.

4.1 Step-By-Step

1. SPV formed **(MINTED)** **(CLIENT)**
2. Equity transferred to SPV **(MINTED)** **(CLIENT)**

3. SPV issues Units (**MINTED**) (**CLIENT**)
4. SPBD registers Units (**MINTED**) (**CLIENT**)
5. ELE allocates Units to users (**MINTED**) (**CLIENT**)
6. Exits route Units back to SPV treasury (**MINTED**) (**CLIENT**)
7. Material Event Mapping (At users behest.) (**MINTED**) (**CLIENT**)

5. TECHNICAL INTEGRATION REQUIREMENTS

Minted can assist in these functions at the client behest.

5.1 Issuer Technical Deliverables

- Token address (or pre-deployment contract) (**CLIENT**) (**MINTED**)
- ABI + source code verification (**CLIENT**)
- RPC endpoints (**CLIENT**)
- Developer contact (**CLIENT**)
- Branding assets (**CLIENT**)
- Treasury/multisig addresses (with oversight from Minted.) (**CLIENT**)

5.2 Minted Provides (**MINTED**)

- ELE smart contracts (**MINTED**)
- NAV Oracle contract (**MINTED**)
- SPBD registry connection (if applicable) (**MINTED**)
- KYC/AML API hooks (**MINTED**)
- Issuer dashboard & portal (**MINTED**)
- Transfer Agent Backend (**MINTED**)
- Accreditation questionnaire (integrated in KYC.) (**MINTED**)

5.3 Integration Timeline

3–7 days depending on chain and protocol complexity.

6. SMART CONTRACT DEPLOYMENT

Minted will gladly assist the protocol in any backend development work within reason.

6.1 Token Review

- Transfer logic (**CLIENT**) (**MINTED**)
- Proxy patterns (**CLIENT**) (**MINTED**)
- Admin roles (**CLIENT**) (**MINTED**)
- Mint/burn privileges (**CLIENT**) (**MINTED**)
- Freezing rules (**CLIENT**) (**MINTED**)

6.2 ELE Deployment & Integration

- Entry / exit contracts (mandated by issuer.) (**MINTED**)
- Token vault (**MINTED**)
- 2.5% entry + 2.5% exit fees (**MINTED**)
- Beneficiary event logging (**MINTED**)
- Material Event Initiation (triggered by user via custom panel.) (**CLIENT**)
- Cap Table Updates (Initiated automatically via API to Transfer Agent.) (**CLIENT**)

6.3 Testing and Simulation

- End to End Test Net simulation. (**MINTED**)
- Valuation Oracle link testing. (**MINTED**)
- ELE simulation/testing. (**MINTED**)

- Private RPC testing. (**MINTED**)
 - Transfer Agent Logic testing. (**MINTED**)
 - KYC → SPBD mapping (**MINTED**)
 - Jurisdiction gating tests (**MINTED**)
 - Material Event Initiation testing. (**MINTED**)
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7. ELE CONFIGURATION

Minted configures:

- Entry and exit fees (**MINTED**)
- NAV per Unit (designated by user.) (**MINTED**)
- Conversion rules (at users behest.) (**MINTED**)
- ELE Locking parameters (only to enter ELE, never to exit) (**CLIENT**)
- Jurisdictional gating (at users behest.) (**MINTED**) (**CLIENT**)
- KYC/AML flow (**MINTED**)

The ELE is a beneficiary registrar which adds users to the SPV Cap Table upon material events mandated by the client explicitly.

8. TOKEN DISTRIBUTION REQUIREMENTS

8.1 If token already exists

- Contract address (**CLIENT**)
- Supply schedule (**CLIENT**)
- Vesting schedules (with oversight from Minted.) (**CLIENT**) (**MINTED**)
- Liquidity plan (with oversight from Minted.) (**CLIENT**) (**MINTED**)

8.2 If launching a new token

- Initial supply (**CLIENT**)
 - TGE plan (with oversight from Minted.) (**CLIENT**)**(MINTED)**
 - Treasury setup (with oversight from Minted on new unproven clients.)
(CLIENT)**(MINTED)**
 - LP strategy (with oversight from Minted on new unproven clients.) **(CLIENT)**
(MINTED)
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9. SECONDARY MARKET SETUP (ONLY WHEN ATS IS NEEDED I.E. OTC MARKET) - **(MINTED)**

Minted configures:

- ELE trading **(MINTED)**
- Fee routing **(MINTED)**
- Beneficiary updates **(MINTED)**
- NAV-aligned analytics **(MINTED)**

Optional integrations:

- CEX listings **(CLIENT)****(MINTED)**
 - Launchpad / protocol integrations **(CLIENT)****(MINTED)**
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10. LAUNCH TIMELINE

This is assuming the team is cooperative and timely on needed materials.

4–6 Week Standard Rollout

Week 1: Docs, SPV, Valuation

Week 2: ELE + Oracle deployment

Week 3: Protocol Integration Framework in conjunction with ELE (ancillary from the protocol.)

Week 4: Compliance review + UI integration

Week 5–6: Fundraise/TGE + ELE launch

11. ONGOING ISSUER RESPONSIBILITIES (CLIENT)

The client will be responsible to steward the relationship with our 3rd party valuation partner and mandate frequency. It will also be responsible for any and all legal and tax reporting, although Minted will always be here to assist when possible.

- NAV/Valuation updates (**CLIENT**)
 - Quarterly or monthly financial updates (**CLIENT**)
 - Material event disclosures (**CLIENT**)
 - Operational metric reporting (**CLIENT**)
 - Legal Reporting (**CLIENT**)
 - Tax Obligations (**CLIENT**)
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