

19 November 2018



WHF  
MR SAM SAMPLE  
123 SAMPLE STREET  
SAMPLETOWN VIC 3000

Dear Shareholder,

## 2018 SHARE PURCHASE PLAN

### AN OPPORTUNITY TO INCREASE YOUR SHAREHOLDING IN WHITEFIELD LIMITED

Whitefield Limited (**Whitefield**) is pleased to invite you to participate in its 2018 Share Purchase Plan (**SPP**) offer on terms and conditions set out in the attached document and in the enclosed "Share Purchase Plan Application Form". The SPP provides eligible shareholders with an opportunity to apply for up to A\$15,000 worth of fully paid new ordinary shares in the capital of Whitefield (**Shares**) without paying brokerage or other transaction costs, on the terms and conditions of the SPP.

Shares issued under the SPP will rank equally with the existing Shares of the Company, carrying the same voting rights and other entitlements, including entitlement to the 2018/19 final dividend, due to be paid in June 2019.

The SPP issue price will be the lower of A\$4.31 (**Maximum Issue Price**) or at a 2.5% discount to the volume weighted average market price of Whitefield Shares traded on the Australian Securities Exchange (**ASX**) over the five trading days up to, and including, the closing date for the SPP (i.e. 30 November 2018), rounded down to the nearest cent. Accordingly, the maximum price that eligible shareholders will pay for Shares under the SPP is A\$4.31 per Share. Whitefield will announce the final issue price for Shares acquired under the SPP after the closing date for the SPP.

The Maximum Issue Price of A\$4.31 represents:

- a 2.5% discount to the volume weighted average market price over the last five trading days up to and including the Record Date of 6 November 2018, less the expected 9.75 cent half-year dividend that goes "ex" prior to the closing date of the SPP
- a 7.5% discount to the net asset backing (before deferred tax) per share at the last month end of 31<sup>st</sup> October 2018 less the expected 9.75 cent half-year dividend that goes "ex" prior to the closing date of the SPP

The current price of Shares can be obtained from the ASX and is listed in the financial and business section of major daily newspapers circulating in Australia. The net asset backing of Whitefield shares at each month end is released to ASX before the 14<sup>th</sup> day of the month. Both the share price and net asset backing may also be accessed via the Company's website at <http://www.whitefield.com.au/>.

Whitefield intends to cap the SPP at A\$43,100,000 (being 10,000,000 Shares at a Maximum Issue Price of A\$4.31 per Share). If subscriptions under the SPP exceed A\$43,100,000 the Company may scale back applications received under the SPP. If applications are scaled back, any excess application monies will be refunded without interest.

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If applications under the SPP are received for in excess of A\$43,100,000, the Board retains the discretion to issue more Shares to satisfy all or part of such applications, subject to the maximum number of Shares to be issued not exceeding 30% of the issued share capital of the Company at the date of issue.

The issue of Shares under the SPP will not be underwritten.

### **Purpose of the SPP offer**

Whitefield intends to use the proceeds raised from the SPP to invest in ASX listed securities in accordance with Whitefield's investment strategy.

### **How many Shares can I apply for?**

If you wish to participate in the SPP, you may do so by selecting one of the following five alternatives:

Offer A	A\$1,000 worth of new Shares rounded up to the nearest whole number of Shares
Offer B	A\$2,500 worth of new Shares rounded up to the nearest whole number of Shares
Offer C	A\$5,000 worth of new Shares rounded up to the nearest whole number of Shares
Offer D	A\$10,000 worth of new Shares rounded up to the nearest whole number of Shares
Offer E	A\$15,000 worth of new Shares rounded up to the nearest whole number of Shares

\*Note: The number of Shares received under the SPP will depend on the final issue price and any scale back. The maximum issue price per Share under the SPP will not exceed A\$4.31.

Participation in the SPP is entirely at your option.

By accepting the SPP offer, you will be agreeing to be bound by those terms and conditions.

### **When to apply**

To participate in the SPP offer you must complete and return the Share Purchase Plan Application Form together with your cheque, bank draft or money order in Australian dollars by 5.00 pm (Sydney time) on 30 November 2018. Alternatively, you can pay by BPAY® (for Australian shareholders only), in which case you do not need to return the Application Form.

### **Important information**

You should consider all the information about the SPP accompanying this letter before deciding whether to participate in the SPP. Whitefield is not providing investment advice or making any recommendation in relation to the SPP. Any decision to participate in the SPP should be made after fully considering your own financial circumstances and needs. I recommend that you seek advice from a professional financial adviser if you are in any doubt about what action you should take.

If you have any questions about the SPP, please call Whitefield's share registry, Computershare Investor Services Pty Limited on 1300 850 505 (within Australia) or +61 3 9415 4000 (outside Australia).

Yours faithfully



**A.J. Gluskie**

**Director**

**WHITEFIELD LIMITED**  
**ABN 50 000 012 895**

**2018 SHARE PURCHASE PLAN TERMS AND  
CONDITIONS**

## Whitefield Limited 2018 Share Purchase Plan

The Whitefield Limited 2018 Share Purchase Plan (**SPP**) being offered by Whitefield Limited (**Whitefield** or the **Company**) provides Eligible Shareholders (refer to 7 below) with the opportunity to purchase additional fully paid ordinary shares in the Company (**Shares**) without incurring brokerage and other transaction costs.

Whitefield is offering the SPP to allow Eligible Shareholders the opportunity to increase their holding in Whitefield in a cost effective manner, with a small discount to the market price at the issue price set out in 2 below.

Details of the offer and how to participate are set out below.

### 1. What is the timetable for the SPP?

The key dates for the SPP are set out below:

Date	Event
6 November 2018	Record date for SPP
7 November 2018	Announcement of SPP
19 November 2018	SPP Opening Date
30 November 2018	SPP Closing Date
5 December 2018	Announcement of final SPP issue price
10 December 2018	Announcement of any scale back, if applicable
14 December 2018	Allotment Date
17 December 2018	Despatch of holding statements

\* Note: All times referred to are Sydney time

The Company reserves the right to change the SPP Closing Date or the proposed Allotment Date at any time by making an announcement to the ASX. The Company also reserves the right to terminate the SPP at any time prior to the issue of Shares pursuant to the SPP. If the Company terminates the SPP, it will refund application monies without interest.

### 2. What is the issue price?

The issue price for each Share under the SPP will be the lower of:

- **A\$4.31**; or
- an amount equal to a 2.5% discount to the volume weighted average market price of Whitefield's Shares traded on ASX over the five trading days up to and including the SPP Closing Date (i.e. 30 November 2018).

Accordingly, the maximum price Eligible Shareholders will pay for the Shares under the SPP is **A\$4.31** per Share. Whitefield will announce the final issue price following the SPP Closing Date. The number of Shares issued will be determined by dividing the value of the Shares applied for, subject to any scale back of applications (refer to 4 below), by the issue price of the Shares. If this

calculation provides a fractional number, the number of Shares issued will be rounded up to the nearest Share.

You should note that the Share price may rise or fall between the date of this offer and the date when Shares are allotted and issued to you under the SPP. This means that the price you pay per Share pursuant to this offer may be either higher or lower than the Share price at the time of the offer or at the time the Shares are issued and allotted to you under the SPP.

The current price of Shares can be obtained from the ASX and is listed in the financial and business section of major daily newspapers circulating in Australia as well as on the Company's website at <http://www.whitefield.com.au/>

### **3. How much can you invest under the SPP?**

Eligible Shareholders may apply under one of the alternatives below:\*

A\$1,000 worth of new Shares rounded up to the nearest whole number of Shares.

A\$2,500 worth of new Shares rounded up to the nearest whole number of Shares

A\$5,000 worth of new Shares rounded up to the nearest whole number of Shares

A\$10,000 worth of new Shares rounded up to the nearest whole number of Shares

A\$15,000 worth of new Shares rounded up to the nearest whole number of Shares

\*Note: The number of Shares received under the SPP will depend on the final issue price and any scale back. The maximum issue price per Share under the SPP will not exceed A\$4.31.

The offer under the SPP needs to comply with the limit in ASIC Class Order CO 09/425. Under this class order, Eligible Shareholders may only acquire a maximum of A\$15,000 worth of Shares under a share purchase plan in any 12-month period. This means that Eligible Shareholders must not acquire more than A\$15,000 worth of Shares, in aggregate, under this SPP. These limitations apply even if you receive more than one Application Form or if you hold Shares in more than one capacity, e.g. if you are both a sole and joint holder of Shares as described above.

### **4. Applications may be scaled back**

Whitefield reserves the right to scale back, in its absolute discretion, the number of Shares to be issued under the SPP.

The maximum number of Shares to be issued under the SPP is intended to be 10,000,000 Shares at an issue price of A\$4.31 per Share (raising up to A\$43,100,000). If subscriptions under the SPP exceed A\$43,100,000 the Company may scale back applications received under the SPP. If applications are scaled back, any excess application monies will be refunded without interest.

However, if applications are received for in excess of A\$43,100,000 the Board retains the discretion to issue more Shares to satisfy all or part of such applications, subject to the maximum number of Shares to be issued not exceeding 30% of the number of issued fully paid ordinary shares in the Company immediately preceding the date of issue.

### **5. Applications may be refused in full or part**

Whitefield reserves the right to reject all or any part of an application received under the SPP at its absolute discretion. Whitefield may reject applications where a shareholder is both applying for Shares under the SPP and selling Whitefield Shares on market between the date of announcement of the SPP and the SPP Closing Date. If an application is rejected, any application monies will be refunded without interest.

## 6. How do I apply for Shares under the SPP?

You may apply for Shares by:

- completing the enclosed Application Form and returning it together with your cheque, bank draft or money order drawn on an Australian bank and in Australian dollars to the Company's Share Registry in accordance with the instructions on the Application Form; or
- by making a BPAY® payment (for Australian shareholders only) using the customer reference number shown on your Application Form, in which case you do not need to return your Application Form. If you make a payment by BPAY® and the Company receives an amount that is less than the whole amount for which Shares may be applied (see 3 above) the value of Shares for which you apply will be rounded down to the next lowest whole amount (see 3 above). Any amount not applied to your application will be refunded without interest.

Please do not forward cash. Receipts for payment will not be issued. Applications must be received by 5.00pm (Sydney time) on 30 November 2018. Applications received after that time will not be accepted.

Applications and payments under the SPP may not be withdrawn once they have been received by Whitefield. Application money will not bear interest as against Whitefield under any circumstances.

Please read the enclosed SPP Application Form for further details of how to apply for Shares under the SPP.

If you apply to participate in the SPP by submitting a BPAY® payment or completing and returning the Application Form, you represent, and represent on behalf of each person on whose account you are acting, that:

- (a) you are an Eligible Shareholder;
- (b) the application price for the following does not exceed A\$15,000:
  - (i) the Shares the subject of your application;
  - (ii) any Shares applied for under the SPP or under any similar arrangement in the 12 months before the date of your application;
  - (iii) any other Shares which you have instructed a custodian to acquire on your behalf under the SPP; and
  - (iv) any other Shares issued to a custodian under an arrangement similar to the SPP in the 12 months before the date of your application for the Shares under the SPP as a result of an instruction given by the holder to the custodian and which resulted in you holding a beneficial interest in such Shares.
- (c) you acknowledge that the Shares have not, and will not be, registered under the Securities Act 1933 of the United States of America (**Securities Act**) or the securities laws of any state or other jurisdictions in the United States, or in any other jurisdiction outside Australia or New Zealand, and accordingly, the Shares may not be offered, sold or otherwise transferred except in accordance with an available exemption from, or in a transaction not subject to, the registration requirements of the Securities Act and any other applicable securities laws; and

- (d) you have not and will not send any materials relating to the SPP to any person in the United States or that is, or is acting for the account or benefit of, a US person.

As used herein, the terms “United States” and “US persons” are as defined in Regulation S under the Securities Act.

By accepting an offer to acquire Shares under the SPP, you:

- (a) agree to be bound by these SPP Terms and Conditions and by Whitefield's constitution;
- (b) authorise the Company to correct any minor errors in your Application Form;
- (c) agree that the Company may determine that your Application Form is valid even if it is incomplete, contains errors or is otherwise not completed in accordance with these SPP Terms and Conditions;
- (d) agree that the Company is not responsible for any loss suffered by you if you do not receive any refund of application money due to you under these SPP Terms and Conditions provided the Company has sent the refund to your address or nominated bank account shown on the Company's register of shareholders; and
- (e) agree to pay to the Company any dishonour fees or other costs the Company incurs if your cheque is dishonoured when presented for payment.

## **7. Who is an Eligible Shareholder?**

Registered holders of Shares in the Company at 7.00pm Sydney time on 6 November 2018 (**Record Date**) having a registered address in either Australia or New Zealand are eligible to participate in the SPP (**Eligible Shareholders**).

The Company has determined that the SPP may only be accepted by residents of Australia and New Zealand. In the opinion of the Company these places are the only places in which it is lawful and practical for the Company to offer the SPP. To the extent that you hold Shares on behalf of another person resident outside Australia or New Zealand, it is your responsibility to ensure that acceptance of the offer complies with all applicable laws.

## **8. Participation by single holders**

If you are an Eligible Shareholder and you have received more than one offer under the SPP (for example, because you hold more than one shareholding under separate share accounts), you may not apply for Shares with an application value exceeding A\$15,000 under the SPP. This is because the maximum amount that may be raised by law under a share purchase plan from each eligible holder in any 12 month period is A\$15,000. By applying for Shares under the SPP, you certify that you have not exceeded this limit. The Company reserves the right to reject any application for Shares where it believes there has not been compliance with this requirement.

## **9. Participation by joint holders**

If two or more persons are recorded in the register of members as jointly holding Shares, they will be taken to be a single registered holder for the purposes of the SPP. Joint holders are only entitled to participate in the SPP in respect of that single holding.

## **10. Participation on behalf of beneficial owners by custodians, trustees or nominees**

If you are a custodian, trustee or nominee within the definition of “custodian” in ASIC Class Order CO 09/425 (**Custodian**) and you hold Shares on behalf of one or more persons that are not custodians (each a **Participating Beneficiary**), you may not apply for Shares totalling more than



A\$15,000 in any 12 month period unless, on application, you give to the Company a certificate (**Custodian Certificate**) in which you verify the following:

- (a) that you hold Shares on behalf of one or more Participating Beneficiaries who have instructed you to apply for Shares on their behalf under the SPP;
- (b) that another custodian (**Downstream Custodian**) holds beneficial interests in Whitefield's Shares and that you hold the Shares to which those beneficial interests relate on behalf of a Downstream Custodian or another custodian and they have instructed you to apply for Shares on their behalf under the SPP;
- (c) the number of Participating Beneficiaries;
- (d) the name and address of each Participating Beneficiary for whom you are applying for Shares under the SPP;
- (e) the number of Whitefield Shares that you hold on behalf of each Participating Beneficiary or the number of Shares to which the beneficial interest held by the Downstream Custodian relates (as applicable);
- (f) the number or dollar amount of Shares which each Participating Beneficiary has instructed you or the Downstream Custodian (as applicable) to apply for on their behalf under the SPP;
- (g) that the application price for the Shares that you or the Downstream Custodian have applied for on behalf of a Participating Beneficiary under the SPP, and any other shares in the class applied for on their behalf under a similar arrangement in the previous 12 months (excluding Shares applied for but not issued), does not exceed A\$15,000;
- (h) where you hold shares on behalf of a Participating Beneficiary indirectly, through one or more interposed custodians, the name and address of each interposed custodian;
- (i) that a copy of the SPP offer document has been given to each Participating Beneficiary; and
- (j) any such additional or varied information as might be required under any more specific ASIC relief that might be granted to Whitefield in relation to the SPP.

For the purposes of ASIC Class Order CO 09/425 you are a “custodian” if you are a registered holder that:

- (a) holds an Australian financial services licence that:
  - (i) covers the provision of a “custodial or depository service” (as defined in section 766E of the *Corporations Act 2001* (Cth) (**Act**)); or
  - (ii) covers the operation of an IDPS (as defined in ASIC Class Order CO 13/763; or
- (b) is exempt under:
  - (i) paragraph 7.6.01(1)(k) of the *Corporations Regulations 2001* (Cth) (**Regulations**); or
  - (ii) paragraph 7.6.01(1)(na) of the Regulations; or
  - (iii) ASIC Class Order CO 14/1000 or ASIC Class Order CO 14/1001; or
  - (iv) Schedule 2 to the *ASIC Corporations (repeal and Transitional) Instrument 2016/396*; or



- (v) An instrument, not being a legislative instrument, made by ASIC and which applies to the person on terms similar to Schedule 2 of the *ASIC Corporations (Repeal and Transitional) Instrument 2016/396* or any of the ASIC Class Orders repealed by that legislative instrument; or
  - (vi) paragraph 911A(2)(h) of the Act,
- from the requirement to hold an Australian financial services licence for the provision of a custodial or depository service; or
- (c) is a trustee of a self-managed superannuation fund or superannuation master trust (as defined in ASIC Class Order 09/425); or
  - (d) is the responsible entity of an IDPS-like scheme (as defined in ASIC Class Order CO 13/762) or any class order that replaces that class order; or
  - (e) is the registered holder of Shares and are noted on Whitefield's register of members as holding Shares on account of another person.

If you hold Shares as a trustee, custodian or nominee for another person, but are not a Custodian as defined above, you cannot participate for beneficiaries in the manner described above. In this case, the rules for multiple single holdings (above) apply.

Custodians who wish to apply on behalf of one or more Participating Beneficiaries should contact Computershare Investor Services Pty Limited on 1300 850 505 (within Australia) or +61 3 9415 4000 (outside Australia) to obtain a Custodian Certificate. Applications by Custodians must be accompanied by a completed Custodian Certificate.

#### **11. Are Eligible Shareholders required to participate in the SPP?**

No. Participation in the SPP is entirely optional. The offer to acquire Shares under the SPP is not a recommendation to acquire Shares or financial product advice.

Before deciding on whether to participate in the SPP, you should consider the Company's latest financial statements and recent announcements to ASX (ASX code: WHF) and, if you are in any doubt, consult your independent financial and taxation advisers.

#### **12. What are the Shares being offered under the SPP?**

Shares issued under the SPP are fully paid ordinary shares in the Company.

Shares issued under the SPP will rank equally with the existing fully paid ordinary shares of the Company, carrying the same voting rights and other entitlements.

#### **13. Can the offer under the SPP be transferred to a third party?**

No. The offer is non-renounceable and cannot be transferred to any other person.

#### **14. Is the SPP underwritten?**

No. The SPP will not be underwritten.

#### **15. Quotation and notification of my allotment?**

The Company will apply for the Shares to be quoted on ASX which is expected to commence on or around 14 December 2018. You will be sent a holding statement or confirmation of allotment on or around 17 December 2018.

## **16. Foreign securities restrictions**

As noted above, the SPP is only being extended to shareholders with a registered address in Australia or New Zealand. This document (and the accompanying Application Form) does not constitute an offer of securities in Whitefield in any jurisdiction in which such an offer would be illegal.

To the extent that a shareholder holds Shares on behalf of another person resident outside Australia or New Zealand, it is that shareholder's responsibility to ensure that any acceptance complies with all applicable foreign laws.

Neither this document nor the Application Form constitutes an offer of securities in the United States or to, or for the account or benefit of any US person.

The Shares to be issued under this SPP have not been and will not be registered under the Securities Act, or the securities laws of any state or other jurisdiction of the United States.

In order to comply with relevant securities laws, the Shares to be issued under this SPP may not be offered to shareholders located in the United States or to shareholders who are, or who are acting for the account or benefit of, US persons.

Because of these legal restrictions, you must not send copies of the SPP Terms and Conditions or any other material relating to the SPP to any person resident in the United States or any person who is, or is acting for the account or benefit of, US persons.

Consistent with the warranties contained in these SPP Terms and Conditions and the accompanying Application Form, you may not submit any completed Application Forms for any person resident in the United States or who is, or is acting for the account or benefit of, "U.S. persons". Failure to comply with these restrictions may result in violations of applicable securities laws.

## **17. Foreign Account Tax Compliance Act**

The Foreign Account Tax Compliance Act ("FATCA") is a United States ("US") Tax Law enacted in 2010 and requires financial institutions to report certain tax information relating to Australian investments held by US persons to the United States Internal Revenue Service ("IRS").

On 28 April 2014 Australia and the US signed an Inter-Governmental Agreement ("IGA") that obligated certain Australian financial institutions to comply with FATCA reporting obligations.

Whitefield is registered with the IRS as a Reporting Financial Institution for FATCA purposes and must comply with the obligations imposed on it under FATCA.

Accordingly, Whitefield:

- May require investors to provide certain information regarding their identity and will undertake certain due diligence procedures to determine an investor's status for FATCA reporting purposes. This information may be required at the time an application is made or any time after the issue of securities; and
- Will report annually to the IRS, via the Australian Tax Office ("ATO"), in relation to relevant investors' financial information required by the ATO (if any) in respect of any investment in Whitefield.

By applying to invest in Whitefield, prospective investors agree to provide information relating to their identity along with any other information deemed to be required to comply with reporting

requirements. Where an investor does not provide the required FATCA information, Whitefield is obliged under law to report the investor's relevant details in the FATCA report to the ATO.

#### **18. Class Order compliance**

This offer of securities under the SPP is made in accordance with ASIC Class Order CO 09/425 which grants relief from the requirement to prepare a prospectus for the offer of the Shares under the SPP.

#### **19. Withdrawal, suspension, termination, anomalies and disputes**

Whitefield reserves the right to waive strict compliance with any provision of these terms and conditions, to amend or vary these terms and conditions and to suspend or terminate the SPP at any time. Any such amendment, variation, suspension or termination will be binding on all Eligible Shareholders even where Whitefield does not notify you of that event. Whitefield may make determinations in any manner it thinks fit, including in relation to any difficulties, anomalies or disputes which may arise in connection with or by reason of the operation of the SPP, whether generally or in relation to any participant or application. Any determinations by Whitefield will be conclusive and binding on all Eligible Shareholders and other persons to whom the determination relates.

#### **20. Governing law**

This offer is governed by the law in force in New South Wales. By accepting this offer, you submit to the non-exclusive jurisdiction of the courts of New South Wales.

#### **21. Contact us**

If you have any further queries in relation to the SPP, please contact the Company's Share Registry, Computershare Investor Services Pty Limited, on 1300 850 505 (within Australia) or +61 3 9415 4000 (outside Australia) between the hours of 8:30am and 5:00pm (Sydney time), Monday to Friday.

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