

21 December 2021

**ASX Announcement****SMALL HOLDING SHARE SALE FACILITY**

The Board of Oakridge International Limited (ASX:OAK) (**OAK or the Company**) wishes to advise that it has established a Small Holding Share Sale Facility (**Sale Facility**) for holders whose shareholdings have a market value of less than \$500, that is, any shareholding of 2,499 shares or less (**Small Holdings**). The Record Date for the purposes of determining holders of Small Holdings has been set at close of trade at 7:00pm (AEDT) on 20 December 2021.

This benefit of this Sale Facility is that it provides smaller shareholders with an opportunity to sell their shareholding in OAK without incurring brokerage or handling costs. Payment of all the costs of sale for those shareholders who take advantage of the Sale Facility will be met by the Company, excluding tax consequences which remain the shareholder's responsibility.

As at 20 December 2021, over 2,300 of the Company's approximately 2,953 shareholders own Small Holdings. This Sale Facility has been established to enable OAK to substantially reduce the administrative cost of managing Small Holdings. In addition, it will enable investors with Small Holdings, who may find it difficult or expensive to dispose of their shares through normal means, to dispose of their Small Holdings in a cost-effective manner.

A letter explaining the Company's rationale, a Q&A Information Sheet and a personalised Share Retention Form is being dispatched to all relevant shareholders. A copy of these are attached to this announcement.

If you have any questions, please call your broker, accountant or professional adviser. If you require information on how to complete the Retention Form please contact the Company Secretary on +61 3 9462 0655.

**KEY DATES**

Unmarketable Parcels Record Date	20 December 2021
Unmarketable Parcels Announcement to ASX	21 December 2021
Letters sent to shareholders holding Unmarketable Parcels	23 December 2021
Closing Date for receipt of Notice of Retention form	4 February 2022

A copy of the letter, which will be sent to eligible shareholders, is attached.

The release of this announcement was authorised by the the Baord of Directors.

Julie Edwards

Company Secretary

21 December 2021

Dear Shareholder

**IMPORTANT NOTICE - Sale of Your Parcel of OAK Shares**

We are pleased to advise you that Oakridge International Limited (**OAK or the Company**) has established an Non-marketable Share Holding Share Sale Facility (**Sale Facility or Facility**) for OAK shareholders who own OAK shares with a market value of less than A\$500 as at close of trade on 20 December 2021 (Small Holding).

Shareholders of Small Holdings who take advantage of the Sale Facility will have their shares sold by the Company, that is, without having to transact through a broker or pay brokerage fees. The proceeds of the sale will be sent to you by electronic funds transfer or cheque. Payment of the other costs associated with the sale and transfer will be organised and paid by the Company (although any tax consequences from the sale of your shares will be your responsibility).

As a result of this sale of Small Holdings, the Company expects to significantly reduce its administration costs, specifically those associated with maintaining a large number of small shareholdings.

The price that you will receive for your shares under the Sale Facility will be determined when and by how the shares are sold. The Directors of OAK may sell your shares on market or in any other way they consider fair and reasonable in the circumstances. If the shares are sold on market the price will depend on a number of factors, including market conditions at the time of sale.

OAK's share register records indicate that your shareholding was a Small Holding based on the Company's share price of \$0.20 as at close of trade on 20 December 2021 (**Record Date**).

**KEY DATES**

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Please also note that the Company will not sell your shares in the event that a third party announces a takeover offer for the Company. In accordance with its continuous disclosure obligations, the Company may release information to the ASX which may affect your decision as to whether you wish to sell or retain your shares. If such information is released, it will be published on the ASX website ([www.asx.com.au](http://www.asx.com.au), ASX code:OAK) and on the Company's website.

## Your shares will be sold

If you do nothing, your shares will be sold unless you advise the Company that you do NOT wish to sell your shares by 5:00pm (AEDT) on 4 February 2022 the Company intends to sell your shares through the Sale Facility in accordance with Clause 75 of the Company's Constitution and the ASX Listing Rules. If you have provided direct credit payment details to the Company's share registry, Automic, for your holding and authorised such payments to be made by direct credit, the payment will be paid to your nominated account by EFT. If you have not provided direct credit details to Automic, payment will be made via cheque. If you wish to update your direct credit instructions, please visit <https://investor.automic.com.au/#/home>, login and update your details. You will be notified by way of a transaction confirmation statement of the number of your shares sold, and the price and total sale proceeds. If payment is via cheque, it will be sent by post to your address as shown in the share register at the time the share sale payment is run.

## To keep your shares

If you **do NOT** wish to sell your shares through the Sale Facility, you must complete and return the attached form (Share Retention Form) to the address on the form so that it is received by 5:00pm (AEDT) on 4 February 2022.

Please read the instructions on your personalised Share Retention Form carefully before completing it.

If you want to sell your shares through the Sale Facility, you do not need to take any action. By refraining from taking any action, after the expiration of the time prescribed in the ASX Listing Rules and the Company's Constitution, you will be deemed to have irrevocably appointed the Company as your agent:

- a) to sell all of your shares at a price to be determined, by when and how the shares are sold and without any cost being incurred by you; and
- b) to deal with the proceeds of the sale as set out in the attached Q&A Information Sheet.

If you need help deciding what to do, or if you require information regarding the financial, legal or tax consequences of participating in the Facility you should consult your legal, financial or taxation adviser.

The attached Q&A Information Sheet sets out further details of the Sale Facility, which you should read before making any decision. If you require information on how to complete the Share Retention Form please contact the Company Secretary on +61 3 9462 0655.

Yours faithfully,



Julie Edwards  
Company Secretary  
On behalf of the Board

21 December 2021

## **Small Holdings Sale Facility**

### **Q&A Information Sheet**

#### **1. What is Small Holding of shares?**

A Small Holding of shares is a holding of Oakridge International Limited (**OAK** or **the Company**) shares valued at less than \$500 as at close of trade on the advised Record Date. Based on the closing price of OAK's shares at the Record Date, this equates to a holding of 2,499 shares or less.

#### **2. Why is OAK doing this?**

By facilitating the sale of Small Holdings, the Company expects to reduce its corporate administrative costs, particularly those associated with maintaining a large number of small shareholdings.

If most Small Holding holders do sell their shares, there will be up to a 80% reduction in the number of OAK shareholders. This will result in significant cost savings to the Company.

Based on the register of ASX shareholders of OAK as at 7.00pm (AEDT) on 20 December 2021 (**Record Date**):

- a) Small Holdings of shares is any shareholding of 2,499 ordinary shares or less;
- b) 2355 out of 2953 shareholders hold Small Holdings; and
- c) based on the closing price of \$0.20 on the Record Date ("Closing Price"), this represents approximately 1.17 million ordinary shares.

#### **3. What if I own more than 2,499 shares?**

OAK shareholders who own more than 2,499 shares will not be eligible to participate.

#### **4. What price will I receive for shares sold through the Sale Facility?**

The price that you receive for your shares under the Sale Facility will be determined by when and how the shares are sold. OAK's directors may sell your shares on market or in any other way they consider fair and reasonable in the circumstances. If the shares are sold on market the price will depend on a number of factors, including market conditions at the time of sale.

You will not have control over the time at which your shares are sold, the price you receive may be different from the price published or quoted by ASX on any day, may not be the best price on the day that your shares are sold and may be an average price per share based on the price obtained for all the shares sold under the Facility. If the Company's directors sell your shares other than on market, the price will be the price that the Company's directors have been able to negotiate with the acquirer(s).

## **5. What are the key dates?**

A summary of the key dates in relation to the Facility are as follows:

Small Holdings Record Date: 20 December 2021 at 7.00pm (AEDT time)

Small Holdings Announcement to ASX: 21 December 2021

Letters sent to shareholders holding Small Holdings: 23 December 2021

Closing Date for receipt of Share Retention Forms: 4 February 2022 at 5.00pm (AEDT)

## **6. What is the price of OAK's shares?**

The last sale price of OAK's shares on 20 December was \$0.20. The share price changes frequently and more recent prices are available from the ASX website ([www.asx.com.au](http://www.asx.com.au)) under the ASX code 'OAK'.

## **7. When will the proceeds from the sale of shares be sent to me?**

Payment will be sent to you following settlement of the sale or otherwise as soon as is practical. Payment will be made in Australian dollars by electronic funds transfer or cheque. You will be notified by way of a transaction confirmation statement of the number of your shares sold, the price and total sale proceeds.

The cheque will be sent by post to your address as shown in the share register at the time the share sale payment is run.

## **8. If I buy more shares, can I retain my holding?**

Yes, the Company will treat any purchase of additional shares to increase the value of a OAK's shareholding to more than \$500 as an indication that you do not want your shares to be sold through the Sale Facility.

For a purchase to be an effective notification that you wish to retain your shares, any additional shares must be registered by 7:00 pm (AEDT) on 4 February 2022 under the same name and address and with the same holder number (SRN or HIN) as set out in this letter.

## **9. What if my shares are held in a CHESS holding?**

If your shares remain in a CHESS holding at 7:00pm (AEDT) on 4 February 2022, the Company may move those shares to an issuer sponsored holding and the shares will be sold through the Sale Facility.

## **10. How will my shares be sold under the Facility?**

Under the Facility, your shares may be sold:

- off-market, including to the Company (to be cancelled) or to a related entity; or
- on market.

## **11. What are the advantages and disadvantages of participating in the Facility?**

Advantages include:

- receiving a cash payment from the sale of your Unmarketable Parcel;
- avoiding any brokerage or related selling expenses;
- utilising a cost-effective way of disposing of an Unmarketable Parcel; and
- the sale price being determined by reference to the market price.

Disadvantages include:

- no longer holding any shares in the Company (unless you subsequently buy more);
- possible capital gains tax being payable;
- the price of the Company's shares may subsequently rise; and
- from the Closing Date until the sale of the shares you will not be otherwise able to deal with/transfer the shares.

### **12. What if I hold multiple Unmarketable Parcels of shares?**

If you hold multiple Unmarketable Parcels of shares in the Company, you must complete and return a Notice of Retention form for each separate Unmarketable Parcel you wish to retain. You may wish to consider amalgamating them. This may result in your amalgamated holding no longer being Small Holdings. Under these circumstances your shares will not be sold as part of this Sale Facility. Please contact the Share Registry, Automic Group, if you wish to do this on +61 2 9698 5414.

### **13. Where can I get further information?**

Should you have any questions concerning your shareholding or how the Facility will work, please contact OAK's company Secretary, Ms Julie Edwards on +61 3 9642 0655.

### **14. Important notes**

The Company reserves the right to change any of the dates referred to in this letter by notice to the ASX. This letter does not constitute advice nor a recommendation to buy, sell or hold shares nor that the Sale Facility is the best way to sell OAK's shares. If you are in any doubt about what to do, you should consult your legal, financial or taxation adviser.

Yours sincerely



Julie Edwards  
Company Secretary

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**Shares held at 7.00pm (AEDT) on  
 20 December 2021:** [OAKUMP21WKHolding]

**ASX Security Code:** OAK

**Holder Reference (SRN/HIN):** [HolderNumber]

## SMALL PARCEL SALE FACILITY SHARE SALE ELECTION FORM

**YOUR ELECTION MUST BE RECEIVED BY NO LATER THAN 5.00PM (AEDT) ON 4 FEBRUARY 2022**

This is an important document and requires your immediate attention. This document should be read in conjunction with the enclosed shareholder letter. If you are in any doubt as to how to deal with this form, you should consult your professional advisor.

### Option A: Elect Online (Recommended)

**Visit <https://investor.automic.com.au/#/home>**

To elect online, simply scan the barcode to the right with your tablet or mobile device or enter the above link into your browser. Instructions lodging your election online and accessing this portal are provided in the section overleaf.



- ✓ **It's fast and simple:** Electing online is very easy to do, it eliminates any postal delays and removes any potential risk of it being lost in transit.
- ✓ **It's secure and confirmed:** Electing online provides you with greater privacy over your instructions and provides you with confirmation that your Election has been successfully processed.

### Option B: Paper Election

**Step 1:** Make your election below:

**A PLEASE TICK THE BOX TO INDICATE YOU WISH TO RETAIN YOUR SHARES**

### B REQUEST FOR DIRECT CREDITING OF PAYMENTS – SELL YOUR SHARES

Please provide your EFT details below.

BSB Number

-

Account Number



**DO NOT USE YOUR CARD NUMBER**  
 If you are unsure of your account or BSB number, please check with your bank, building society or credit union.

Name in which account is held (e.g.: **John Smith**)

**Note:** Do not complete section B if you wish to retain your shares. By completing your details online OR above you are agreeing to the sale of your shares even if you tick the above box in section A.

**Step 2:** Provide your contact details:

Telephone Number

Contact Name (PLEASE PRINT)

Email Address

**SUPPORT YOUR COMPANY:** By providing your email address, you elect to receive all communications despatched by the Company electronically (where legally permissible).

**Step 3:** Sign and return the form in accordance with the instructions provided:

I/We authorise you to act in accordance with my/our instructions set out above. I/We acknowledge that these instructions supersede and have priority over all previous instructions relating to this Small Parcel Sale Facility.

**Individual or Securityholder 1**

**Sole Director or Sole Director &  
 Sole Company Secretary**

**Securityholder 2**

**Director**

**Securityholder 3**

**Director/Company Secretary**

# INSTRUCTIONS FOR COMPLETION OF THIS FORM

## ELECTION OPTIONS

### A: RETENTION OF SHARES

If you wish to retain your shares, please place a tick in the box provided. Should you validly sign the form but fail to place a tick in the box, it will be at the Company's discretion as to whether or not it is your intention to retain your shares.

### B: SELLING YOUR SHARES - REQUEST FOR DIRECT CREDITING OF PAYMENTS

If you wish to sell your shares, please provide your bank details in this section. Do not complete this section if you wish to retain your shares. If you provide your direct credit instruction details, you are agreeing to the sale of your shares even if you have placed a tick in Box A.

## SIGNING REQUIREMENTS

- Individual:** Where the holding is in one name, the Shareholder must sign.
- Joint holding:** Where the holding is in more than one name, all of the Shareholders must sign.
- Power of Attorney:** If any signatory signs under Power of Attorney, please attach an originally certified photocopy of the Power of Attorney to this Form when you return it.
- Companies:** To be signed in accordance with your Constitution. Please sign in the box which indicates the office held by you.
- Estates:** If any signatory signs in the capacity of Executor/s, please attach to this Form when you return it, a certified photocopy of the Probate or Death Certificate together with the Will.

## LODGING YOUR SHARE SALE FACILITY FORM



**IMPORTANT! Election Forms cannot be returned by fax or email.  
Your Acceptance Form must be returned via one of the return methods provided below.**

Due to recent changes to delivery times by Australia Post, standard delivery may now take up to ten Business Days, or longer from regional areas. Shareholders should bear this in mind when returning Election Forms using Australia Post.

### ONLINE

If you have an established online account with access to Oakridge International Limited via your existing login, visit <https://investor.automic.com.au>  
Login with your existing Username and Password  
Once you are logged in, select "Offers" from the left-hand vertical menu and follow the prompts.

If you have not yet established an online account, visit <https://investor.automic.com.au/#/signup>

1. Select "Oakridge International Limited" from the dropdown list in the Issuer Name Field
2. Enter your Holder Reference (SRN/HIN) as shown on the top of this letter
3. Enter your postcode OR country of residence (only if outside Australia)
4. Tick the box "I'm not a robot" and then select "Next"
5. Complete the prompts to set up your username and password details

Once you are logged in, select "Offers" from the left-hand vertical menu and follow the prompts.

### BY MAIL

Oakridge International Limited – Small Holding Share Sale Facility  
C/- Automic Group  
GPO Box 5193  
Sydney NSW 2001

### BY HAND DELIVERY (Between Sydney office hours 9.00am – 5.00pm AEDT)

Automic Group  
Level 5  
126 Phillip Street  
Sydney NSW 2000

**YOUR SHARE SALE ELECTION FORM MUST BE RECEIVED BY NO LATER THAN  
5.00PM (AEDT) ON 4 FEBRUARY 2022.**

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