

## ASX: LVH MARKET RELEASE

### Letter to Shareholders regarding Addendum to Notice of Annual General Meeting

**15 November 2023 | Melbourne, Victoria**

LiveHire Limited (ASX: LVH) (LiveHire or the Company) wishes to advise that the enclosed letter regarding the Addendum to the Notice of Meeting in respect of the Company's upcoming Annual General Meeting to be held at 9:00am (AEDT) on Tuesday, 28 November 2023 has been sent today to each registered shareholder, together with their personalised replacement voting form, in accordance with their respective communication preferences as listed with the share registry.

#### **For more information:**

Christy Forest, Chief Executive Officer and Executive Director

[investors@livehire.com](mailto:investors@livehire.com)

Subscribe to LiveHire's newsletter at: <https://www.livehire.com/investors/directors/>  
[www.livehire.com/investor](https://www.livehire.com/investor)

The Board of LiveHire Limited authorised the release of this announcement to the ASX.

#### **About LiveHire**

LiveHire is an award-winning<sup>1</sup>, market-leading recruitment, talent mobility and direct sourcing platform. It revolutionises the candidate experience and enables businesses and curation partners to thrive with talent on demand. The platform makes managing the flow of talent into and through businesses seamless, delivering value through detailed visibility of talent, shifting both permanent and contingent recruitment fair from reactive to proactive, improving fit, reducing time and cost to hire, with an unrivalled candidate experience.

Founded in 2011, LiveHire is an Australian company headquartered in Melbourne, with offices also in Sydney, Perth and Miami.

[www.livehire.com](https://www.livehire.com)

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<sup>1</sup> [https://drivenxdesign.com/SYD17/winners\\_list.asp](https://drivenxdesign.com/SYD17/winners_list.asp)

15 November 2023

Dear Shareholder

## **LIVEHIRE LIMITED – ADDENDUM TO NOTICE OF ANNUAL GENERAL MEETING**

LiveHire Limited (ACN 153 266 605) (ASX:LVH) (**LiveHire** or the **Company**) advises that today it issued an addendum (**Addendum**) to the Notice of Annual General Meeting (**AGM**) released on the ASX announcement platform on 27 October 2023 (**Notice**).

There is no change to the time or venue of the AGM, which will still be held as a virtual meeting at 9:00am (AEDT) on Tuesday, 28 November 2023.

Further to the Company's ASX Announcement dated 13 November 2023, the Addendum includes a new Resolution 10 which seeks Shareholder approval for the issue of Remuneration Service Rights to Christy Forest, Chief Executive Officer, in lieu of 50% of Ms Forest's base salary for the period 1 November 2023 to 30 June 2024.

As set out in the announcement released on 13 November 2023, the purpose of the issue of the Remuneration Service Rights is to preserve the Company's cash and further strengthen alignment with shareholders' interests.

### **Important Instructions Regarding Replacement Voting Forms**

Enclosed is a replacement voting form (**Replacement Voting Form**). As there have been no changes to Resolutions 1 to 9, votes that have been cast in respect of those resolutions will still count. However, shareholders who have already voted and who wish to also vote on Resolution 10 should submit their Replacement Voting Form again for all Resolutions.

Shareholders who wish to access the Addendum and the Notice and alter their vote that has already been cast can do so online at <https://investor.automic.com.au/#/loginsah> by following the instructions provided. Alternatively, Shareholders can submit the enclosed Replacement Voting Form.

For your proxy appointment to be effective, it must be received by 9:00 am (AEDT) on **Sunday, 26 November 2023**.

Should you wish to discuss any of the matters detailed in this letter, the Addendum, the Notice or the Explanatory Memorandum, please contact the Company Secretary on +61 3 9614 2444 or [livehire@cdplus.com.au](mailto:livehire@cdplus.com.au).

Yours faithfully



Charly Duffy  
Company Secretary  
LiveHire Limited

Your vote or proxy voting instruction must be received by **09.00am (AEDT) on Sunday, 26 November 2023**, being **not later than 48 hours** before the commencement of the Meeting. Any Proxy Voting instructions received after that time will not be valid for the scheduled Meeting.

## SUBMIT YOUR VOTE OR APPOINT A PROXY

**Complete the form overleaf in accordance with the instructions set out below.**

### YOUR NAME AND ADDRESS

The name and address shown above is as it appears on the Company's share register. If this information is incorrect, and you have an Issuer Sponsored holding, you can update your address through the investor portal: <https://investor.automic.com.au/#/home> Shareholders sponsored by a broker should advise their broker of any changes.

### STEP 1 – HOW YOU WISH TO VOTE - SELECT ONE OPTION ONLY

**Direct Vote** - If you mark the box to select a direct vote you should indicate your direct voting instruction in step 2 by marking either FOR, AGAINST or ABSTAIN for each item. If you do not mark a voting instruction for any or all resolutions your vote will be invalid.

**Appoint a proxy** - If you wish to appoint a proxy to attend the Meeting and vote on your behalf DO NOT tick the box for a direct vote. If you wish to appoint someone other than the Chair of the Meeting as your proxy, please write the name of that Individual or body corporate. A proxy need not be a Shareholder of the Company. Otherwise if you leave this box blank, the Chair of the Meeting will be appointed as your proxy by default.

### DEFAULT TO THE CHAIR OF THE MEETING

Any directed proxies that are not voted on a poll at the Meeting will default to the Chair of the Meeting, who is required to vote these proxies as directed. Any undirected proxies that default to the Chair of the Meeting will be voted according to the instructions set out in this Voting Form, including where the Resolutions are connected directly or indirectly with the remuneration of KMP.

### STEP 2 - VOTES ON ITEMS OF BUSINESS

You may direct your proxy how to vote by marking one of the boxes opposite each item of business. All your shares will be voted in accordance with such a direction unless you indicate only a portion of voting rights are to be voted on any item by inserting the percentage or number of shares you wish to vote in the appropriate box or boxes. If you do not mark any of the boxes on the items of business, your proxy may vote as he or she chooses. If you mark more than one box on an item your vote on that item will be invalid.

### APPOINTMENT OF SECOND PROXY

You may appoint up to two proxies. If you appoint two proxies, you should complete two separate Voting Forms and specify the percentage or number each proxy may exercise. If you do not specify a percentage or number, each proxy may exercise half the votes. You must return both Voting Forms together. If you require an additional Voting Form, contact Automic Registry Services.

### SIGNING INSTRUCTIONS

**Individual:** Where the holding is in one name, the Shareholder must sign.

**Joint holding:** Where the holding is in more than one name, all Shareholders should sign.

**Power of attorney:** If you have not already lodged the power of attorney with the registry, please attach a certified photocopy of the power of attorney to this Voting Form when you return it.

**Companies:** To be signed in accordance with your Constitution. Please sign in the appropriate box which indicates the office held by you.

**Email Address:** Please provide your email address in the space provided.

**By providing your email address, you elect to receive all communications despatched by the Company electronically (where legally permissible) such as a Notice of Meeting, Voting Form and Annual Report via email.**

### CORPORATE REPRESENTATIVES

If a representative of the corporation is to attend the Meeting the appropriate 'Appointment of Corporate Representative' should be produced prior to admission. A form may be obtained from the Company's share registry online at <https://automic.com.au>.

### Lodging your Voting Form:

#### Online

Use your computer or smartphone to vote online or appoint a proxy at

<https://investor.automic.com.au/#/loginsah> or

scan the QR code below using your smartphone

**Login & Click on 'Meetings'. Use the Holder Number as shown at the top of this Proxy Voting Form.**



#### BY MAIL:

Automic  
GPO Box 5193  
Sydney NSW 2001

#### IN PERSON:

Automic  
Level 5, 126 Phillip Street  
Sydney NSW 2000

#### BY EMAIL:

[meetings@automicgroup.com.au](mailto:meetings@automicgroup.com.au)

#### BY FACSIMILE:

+61 2 8583 3040

#### All enquiries to Automic:

#### WEBSITE:

<https://automicgroup.com.au/>

#### PHONE:

1300 288 664 (Within Australia)  
+61 2 9698 5414 (Overseas)

