

## 8 October 2014

## DISPATCH OF AGM NOTICE OF MEETING AND ANNUAL REPORTS

Nomad Building Solutions Limited advises that the Notice of Meeting for its 2014 Annual General Meeting and the 2014 Annual Report have been dispatched to its shareholders.

A copy of the Notice of Meeting and Proxy Form is attached. The Annual Report will be lodged with the ASX immediately after this notice.

Nomad confirms that its 2014 Annual General Meeting will be held on:

Date: Friday, 7 November 2014

Time: 11.00am (WST)

Venue: Ear Science Institute of Australia, Suite 1, Level 2, 1 Salvado Road,

Subiaco, WA

## **Contacts:**

Mr Andrew Sturcke Chief Financial Officer / Company Secretary Tel: (08) 9303 3798



ACN 117 371 418

# Notice of Annual General Meeting and Explanatory Statement

Annual General Meeting to be held at the Ear Science Institute of Australia Suite 1, Level 2, 1 Salvado Road Subiaco, Western Australia on Friday, 7 November 2014 commencing at 11.00am WST

The Notice of Annual General Meeting, Explanatory Statement and Proxy Form should be read in their entirety. If you are in doubt as to how you should vote, you should seek advice from your accountant, solicitor or other professional adviser prior to voting.

# **Contents**

Notice of Annual General Meeting				
Glossary of terms	10			
Proxy (Attached)				
Important dates				
Snapshot date for eligibility to vote	11.00am WST, Wednesday 5 November 2014			
Last day for receipt of Proxy Forms*	11.00am WST, Wednesday 5 November 2014			
Annual General Meeting	11.00am WST, Friday 7 November 2014			

# **Notice of Annual General Meeting**

Notice is given that the Annual General Meeting of Nomad Building Solutions Limited ACN 117 371 418 (**Company**) will be held at the Ear Science Institute of Australia Suite 1, Level 2, 1 Salvado Road Subiaco, Western Australia, on Friday, 7 November 2014, commencing at 11.00am WST.

### **AGENDA**

## Financial statements and report

To receive and consider the annual financial report of the Company for the financial year ended 30 June 2014 together with the directors' report and the auditor's report.

## Resolution 1 – Adoption of Remuneration Report

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an ordinary resolution:

That, for the purposes of section 250R(2) of the Corporations Act and for all other purposes, the Remuneration Report contained in the Company's annual financial report for the year ended 2014 be adopted by the Company.

Note: The vote on this Resolution is advisory only and does not bind the Directors or the Company.

## Resolution 2 – Election of Mr Lachlan McIntosh

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an ordinary resolution:

That for the purposes of Listing Rule 14.4 and rule 8.2 of the Constitution and for all other purposes, Mr Lachlan McIntosh, having been appointed by the Board as an additional Director on 3 October 2014 and being eligible offers himself for election, be elected as a Director.

#### Resolution 3 – Re-election of Director – Mr Peter Constable

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an ordinary resolution:

That for the purposes of Listing Rule 14.4 and rule 5.1 of the Constitution and for all other purposes, Mr Peter Constable, being a Director of the Company who retires by rotation, and being eligible offers himself for re-election, be re-elected as a Director of the Company.

## Resolution 4 – Spill Resolution (if required)

That, subject to 25% or more of the votes cast on Resolution 1 being against the adoption of the Remuneration Report, to consider and, if thought fit, to pass, with or without amendment the following resolution as an ordinary resolution:

That, for the purposes of section 250V of the Corporations Act and for all other purposes:

- (a) another meeting (the **Spill Meeting**) of Shareholders be held within 90 days of this Meeting;
- (b) all Directors who were directors of the Company when the resolution to make the directors' report considered at this Meeting was passed, except for the Managing

Director, Mr Andrew Sturcke, cease to hold office immediately before the end of the Spill Meeting; and

(c) resolutions to appoint directors to the offices vacated immediately before the end of the Spill Meeting be put to a vote at the Spill Meeting.

**Short Explanation**: At the 2013 annual general meeting, more than 25% of the votes on the resolution to adopt the remuneration report were cast against the report. If 25% or more of the votes that are cast on Resolution 1 are voted against the adoption of the Remuneration Report, then Company is required to put this Spill Resolution to Shareholders to determine whether the Directors will need to stand for re-election. Further information about Resolution 4 is contained in the Explanatory Statement.

## **Voting Exclusions**

The Company will disregard any votes cast on Resolutions 1 and 4 by or on behalf of a member of the Key Management Personnel whose remuneration is detailed in the Remuneration Report and a closely related party (which includes spouse, child, dependent, other family members and any controlled company) of such a member, however, the Company need not disregard a vote on Resolution 1 or Resolution 4 if it is cast by the person as a proxy for a person who is entitled to vote, in accordance with a direction of how to vote on the Proxy Form, or the Chairman of the Meeting as proxy for a person who is entitled to vote, in accordance with an express authorisation on the Proxy Form.

## By order of the Board

**Mr Andrew Sturcke** 

Mhurke

Managing Director, Chief Financial Officer and Company Secretary

3 October 2014

# Proxy appointment and voting instructions

## **Proxy Form**

The Proxy Form (and any power of attorney or other authority, if any, under which it is signed) or a copy or facsimile which appears on its face to be an authentic copy of the proxy form (and the power of attorney or other authority) must be lodged no later than 11.00am WST on 5 November 2014. Proxy Forms must be lodged with Security Transfer Registrars Pty Ltd:

By hand: Alexandrea House, Suite 1, 770 Canning Highway, Applecross, WA, 6153

By mail: PO Box 535 Applecross WA, 6953

**By fax**: +61 8 9315 2233

By email: registrar@securitytransfer.com.au

Any Proxy Form received after that time will not be valid for the scheduled Meeting.

#### Appointment of a proxy

Shareholders are advised that:

- Each Shareholder that is entitled to attend and vote at the Meeting is entitled to appoint a proxy.
- The proxy need not be a shareholder of the Company.
- A Shareholder who is entitled to cast two or more votes may appoint two proxies and may specify the proportion or number of votes each proxy is appointed to exercise.

Please write the name of the person you wish to appoint as your proxy in the Proxy Form. If you leave this section blank, or your named proxy does not attend the Meeting, the Chairman will be your proxy.

If you wish to appoint a second proxy, an additional Proxy Form may be obtained by telephoning the Company on +61 8 9303 3798 or you may photocopy the Proxy Form.

To appoint a second proxy you must state on each Proxy Form (in the appropriate box) the percentage of your voting rights which are the subject of the relevant proxy. If both Proxy Forms do not specify that percentage, each proxy may exercise half your votes. Fractions of votes will be disregarded.

## **Corporate Shareholders**

Corporate Shareholders should comply with the execution requirements set out on the Proxy Form or otherwise with the provisions of section 127 of the Corporations Act. Section 127 of the Corporations Act provides that a company may execute a document without using its common seal if the document is signed by:

- two directors of the company;
- a director and a company secretary of the company; or
- for a proprietary company that has a sole director who is also the sole company secretary that director.

#### **Corporate Representatives**

A corporation may elect to appoint an individual to act as its representative in accordance with section 250D of the Corporations Act, in which case the Company will require a certificate of appointment of the corporate representative executed in accordance with the Corporations Act. The certificate of appointment must be lodged with the Company and/or the Company's share registry, Security Transfer Registrars Pty Ltd, before the Meeting or at the registration desk on the day of the Meeting.

## Votes on Resolutions

You may direct your proxy how to vote by marking For, Against or Abstain for each Resolution. All your shareholding will be voted in accordance with such a direction unless you indicate only a portion of voting rights are to be voted on the Resolutions 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 Resolutions, your proxy may vote as he or she chooses. If you mark more than one box on a Resolution your vote on will be invalid on that Resolution.

### Voting restrictions that may affect your proxy appointment - Remuneration Resolution

Members of the Key Management Personnel (except for the Chairman) and their closely related parties are not able to vote your proxy on Resolution 1 (Adoption of Remuneration Report) or Resolution 4 (Spill Resolution) unless you have directed them how to vote. This exclusion does not apply if the person is the Chairman and their appointment as proxy expressly authorises them to vote on matters of Key Management Personnel remuneration. Please refer to sections 2 and 5 of the Explanatory Statement for more information about the voting exclusions that apply to Resolutions 1 and 4.

If you intend to appoint the Chairman, a Director or any other member of Key Management Personnel or any of their closely related parties as your proxy, you are encouraged to direct them how to vote on Resolutions 1 and 4.

#### How the Chairman will vote undirected proxies

At the date of this Notice of Meeting, the Chairman intends to vote all undirected proxies FOR each of the Resolutions except for Resolution 4. The Chairman intends to vote all directed proxies AGAINST Resolution 4. In exceptional cases the Chairman's intentions may change subsequently and in this event, the Company will make an announcement to the market

The Proxy Form expressly authorises the Chairman to exercise undirected proxies in his/her discretion in relation to all Resolutions including Resolution 1 (Adoption of Remuneration Report) and Resolution 4 even though these Resolutions are connected directly or indirectly with the remuneration of a member of Key Management Personnel.

## Voting eligibility - snapshot date

The Directors have determined that the persons eligible to attend and vote at the Annual General Meeting are those persons who are registered Shareholders at 11.00am WST on 5 November 2014. Transactions registered after that time will be disregarded in determining entitlements to attend and vote at the Meeting.

#### **Defined terms**

Capitalised terms used in the Notice and the Explanatory Statement are defined in the Glossary.

#### **Questions from Shareholders**

At the Meeting the Chairman will allow a reasonable opportunity for Shareholders to ask questions or make comments on the management of the Company and the Remuneration Report.

Glyn O'Brien, a Partner of BDO Audit (WA) Pty Ltd, as the auditor responsible for preparing the auditor's report for the year ended 2014 (or his representative) will attend the Meeting. The Chairman will also allow a reasonable opportunity for Shareholders to ask the auditor questions about:

- the conduct of the audit;
- the preparation and content of the auditor's report;
- the accounting policies adopted by the Company in relation to the preparation of financial statements; and
- the independence of the auditor in relation to the conduct of the audit.

In addition to asking questions at the Meeting, written questions to the Board about the management of the Company or the Remuneration Report, or to the Company's auditor about the content of the auditor's report or the conduct of the audit, may be submitted by no later than 11.00am on Friday, 31 October 2014:

By hand: Unit 1, 226 Balcatta Road, Balcatta WA 6021

By mail: Unit 1, 226 Balcatta Road, Balcatta WA 6021

**By fax**: +61 8 9240 7268

By email: solutions@nomadbuilding.com.au

Copies of written questions will be available at the Meeting.

# **Explanatory Statement**

This Explanatory Statement has been prepared to provide information to Shareholders about the business to be conducted at the Meeting.

This Explanatory Statement should be read in conjunction with the Notice of Annual General Meeting. Capitalised terms in this Explanatory Statement are defined in the Glossary.

## 1. Annual Financial Report

The Directors' report, auditor's report and the financial statements of the Company for the year ended 30 June 2014 will be tabled at the Meeting.

There is no requirement for Shareholders to approve these reports. However, the Chairman will allow a reasonable opportunity for Shareholders to ask questions about, or make comments on, the reports and the management of the Company.

## 2. Resolution 1 – Adoption of Remuneration Report

The Remuneration Report of the Company for the financial year ended 30 June 2014 is set out in the Company's Annual Report which is available at <a href="https://www.nomadbuildingsolutions.com.au">www.nomadbuildingsolutions.com.au</a>. The Remuneration Report sets out the remuneration arrangements for Directors and Key Management Personnel of the Company. The Chairman will allow a reasonable opportunity for Shareholders to ask questions about, or make comments on, the Remuneration Report.

Shareholders will be asked to vote for the adoption of the Remuneration Report at the Meeting. The vote on this Resolution is advisory only and does not bind the Directors or the Company. The Board will consider the outcome of the vote and comments made by Shareholders on the Remuneration Report at the Meeting when reviewing the Company's remuneration policies.

If 25% or more of votes that are cast are voted against the adoption of the Remuneration Report at two consecutive annual general meetings Shareholders will be required to vote at the second of those annual general meetings on a resolution (a "spill resolution") to determine whether another meeting be held within 90 days at which all of the Directors (other than the managing director) must go up for re-election.

At the 2013 annual general meeting, the votes against the remuneration report were 35% of the votes cast on the resolution (the first strike). If 25% or more of the votes that are cast on Resolution 1 are voted against the adoption of the Remuneration Report (the second strike), then Resolution 4 (Spill Resolution) will be put to Shareholders. If the Spill Resolution passes (with 50% or more of eligible votes cast) a Spill Meeting will be held to re-elect the board of the Company.

The Company has taken the following actions in response to the votes against the remuneration report at the 2013 annual general meeting:

- Reduced the Chairman's fees from \$129,000 per annum to \$90,000 per annum on 1 July 2013 and then to \$70,000 per annum (including superannuation) on 1 December 2013.
- Reduced the fees payable to a Director from \$67,500 per annum to \$50,000 per annum (including superannuation) on 1 July 2013.

Restructured the corporate finance function by making the positions of Managing
Director and Chief Financial Officer redundant as of 7 November 2014, with a large
saving in executive pay for the group.

The Company encourages all Shareholders to cast their votes on Resolution 1 (Adoption of Remuneration Report).

## **Voting exclusions**

The Company will disregard any votes cast on Resolution 1 by or on behalf of members of Key Management Personnel whose remuneration details are included in the Remuneration Report and any closely related parties of those persons.

Key Management Personnel of the Company are the Directors and those other persons having authority and responsibility for planning, directing and controlling the activities of the Company, directly or indirectly. The Remuneration Report identifies the Company's Key Management Personnel for the financial year ended 30 June 2014. Their closely related parties are defined by the Corporations Act and include certain of their family members, dependants and companies they control.

If you appoint a member of the Key Management Personnel (other than the Chairman) whose remuneration details are included in the Remuneration Report, or a closely related party of such a person as your proxy, then you must direct your proxy how to vote on this Resolution. Undirected proxies held by these persons will be disregarded.

If the Chairman is appointed as your proxy, and you do not direct your proxies, the Chairman will be able to vote your undirected proxies on Resolution 1. This is because the Proxy Form expressly authorises the Chairman to exercise undirected proxies on Resolution 1 even though it is connected directly or indirectly with the remuneration of Key Management Personnel. The Chairman intends to vote all undirected proxies for Resolution 1.

## 3. Resolution 2 – Election of Mr Lachlan McIntosh

Rule 8.1 of the Constitution allows the Directors to appoint at any time a person to be a director as an addition to the existing directors or to fill a casual vacancy. However, under rule 8.2 of the Constitution and Listing Rule 14.4, a director appointed in these circumstances only holds office until the next annual general meeting but is eligible for election.

Mr McIntosh was appointed as a Director on 3 October 2014. Mr McIntosh retires at this Meeting and, being eligible, offers himself for re-election.

Mr McIntosh has a Bachelor of Commerce degree and is a Member of the Institute of Chartered Accountants in Australia. He specialises in corporate finance and mergers and acquisitions. He has had substantial experience in mining services, real estate and retirement accommodation industries.

Lachlan's primary mining services experience was through being a long-term Director of Industrea Ltd from May 2004 to December 2012. Lachlan is currently a director of ASX listed Eureka Group Holdings Limited and is a Senior Managing Director of New York Stock Exchange listed FTI Consulting Inc.

## Directors' recommendation

The Directors (other than Mr McIntosh) unanimously recommend the election of Mr McIntosh.

## 4. Resolution 3 – Re-election of Director – Mr Peter Constable

Under Listing Rule 14.4 and rule 5.1 of the Constitution, a director must not hold office without re-election past the third annual general meeting following the director's appointment or three years, whichever is longer. A director who retires in accordance with these requirements is eligible for re-election.

Mr Constable retires by rotation at this Meeting and, being eligible, offers himself for reelection.

Mr Constable holds a Bachelor of Economics degree from Macquarie University, Sydney and began his career in London working for the United Bank of Kuwait while attending the London Business School.

Mr Constable has 20 years experience in investment markets and public company board experience having previously served on the boards of a number of ASX listed companies.

Prior to establishing Ryder Capital Pty Limited in June 2008, Mr Constable was an Executive Director of MMC Contrarian Limited, an ASX listed investment company.

### **Directors' recommendation**

The Directors (other than Mr Constable) unanimously recommend the re-election of Mr Constable.

## 5. Resolution 4 - Spill Resolution

This Spill Resolution will only be voted on where at least 25% of the votes cast on Resolution 4 are against adoption of the Remuneration Report.

## **Spill Meeting**

Shareholders should refer to section 2 of this Explanatory Statement for an explanation about the two strikes process in relation to the Remuneration Report, which is relevant to this Spill Resolution.

The Spill Resolution is a resolution to hold another meeting of Shareholders within 90 days of this Meeting at which the current Board will cease to hold office, and resolutions to appoint directors to those vacated offices will be put to a vote (**Spill Meeting**). At the Spill Meeting, the vacating Directors are eligible for re-election. The Directors are eligible for re-election. Mr Andrew Sturcke is the Managing Director and consequently is not required to stand for re-election at the Spill Meeting.

## **Voting exclusions**

The Company will disregard any votes cast on Resolution 4 by or on behalf of members of Key Management Personnel whose remuneration details are included in the Remuneration Report and any closely related parties of those persons.

If you appoint a member of the Key Management Personnel (other than the Chairman) whose remuneration details are included in the Remuneration Report, or a closely related party of such a person as your proxy, then you must direct your proxy how to vote on this Resolution. Undirected proxies held by these persons will be disregarded.

If the Chairman is appointed as your proxy, and you do not direct your proxies, the Chairman will be able to vote your undirected proxies on Resolution 4. This is because the Proxy Form expressly authorises the Chairman to exercise undirected proxies on Resolution 4 even though it is connected directly or indirectly with the remuneration of Key

Management Personnel. The Chairman intends to vote all undirected proxies AGAINST Resolution 4.

# **Glossary of terms**

In the Notice and Explanatory Statement, the following terms have the following meaning unless the context otherwise requires:

**Annual General Meeting** 

or Meeting

The Annual General Meeting of Shareholders of the Company or

any adjournment thereof, convened by the Notice.

**ASX** ASX Limited ACN 008 624 691.

**Board** Board of Directors of the Company.

**Business Day** A day that is not a Saturday, Sunday or any other day which is a

public holiday or a bank holiday in Western Australia.

**Chairman** The chairman of the Meeting.

Company or Nomad Nomad Building Solutions Limited ACN 117 371 418.

**Constitution** The Company's constitution.

**Corporations Act** *Corporations Act 2001* (Cth).

**Director** A Director of the Company.

**Explanatory Statement** This explanatory statement which accompanies and forms part of

the Notice of Annual General Meeting.

**Key Management** 

Personnel

Those persons having authority and responsibility for planning, directing and controlling the activities of the Company, directly or indirectly, including any Director (whether executive or otherwise)

of the Company.

**Listing Rules** The listing rules of ASX, as amended from time to time.

**Managing Director** The managing director of the Company.

Notice or Notice of Annual General Meeting The notice of Annual General Meeting which accompanies the

Explanatory Statement.

**Proxy Form** The proxy form accompanying the Notice.

**Remuneration Report** The remuneration report contained in the Directors' report for the

vear ended 30 June 2014.

**Resolution** A resolution set out in the Notice.

**Share** A fully paid ordinary share in the Company.

**Shareholder** A registered holder of a Share.

**Spill Meeting** The meeting of Shareholders that will be convened if Resolution 4

is passed.

**WST** Australian Western Standard Time, being the time in Perth,

Western Australia.

# NOMAD BUILDING SOLUTIONS LIMITED

ABN: 52 117 371 418

Sole Director & Sole Company Secretary

#### REGISTERED OFFICE:

UNIT 1 226 BALCATTA ROAD BALCATTA WA 6021

## SHARE REGISTRY:

Security Transfer Registrars Pty Ltd All Correspondence to: PO BOX 535, APPLECROSS WA 6953 AUSTRALIA 770 Canning Highway, APPLECROSS WA 6153 AUSTRALIA

Director/Company Secretary

T: +61 8 9315 2333 F: +61 8 9315 2233 E: registrar@securitytransfer.com.au W: www.securitytransfer.com.au

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	The meeting chairperson	<u>OR</u>				
directions at t		Company to be hel	son as my/our Proxy to act generally at the Meeting on my/o d at 11.00am on Tuesday 7 November 2014 at Ear Science			
SECTION	N B: Voting Directions					
• I • I r The Chairper	/we acknowledge that the Chairpers in relation to Resolutions 1 and 4, I/v member of the Key Management Person intends to vote undirected prox	son may exercise range expressly authors in FAVOUR of	Proxy. If the Chairperson is appointed as my/our Proxy and my/our proxy in accordance with his/her stated intention; and vise the Chairperson to exercise the proxy even though tho Resolutions 1, 2 and 3, and AGAINST Resolution 4. voting intention on any Resolution, in which case an ASX a	d se Resolutions are connected	-	
RESOLUTIO	NS			FOR	AGAINST	ABSTAIN*
1. Adoption of	of Remuneration Report					
2. Election of	f Director – Mr Lachlan McIntosh					
3. Re-election	n of Director – Mr Peter Constable					
4. Spill Reso	lution (if Required)					
	the Abstain box for a particular iten majority on a poll.	n, you are directing	your Proxy not to vote on your behalf on a show of hands of	or on a poll and your votes will	I not be counted	d in computing
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#### 1. NAME AND ADDRESS

This is the name and address on the Share Register of the Company. If this information is incorrect, please make corrections on this form. Shareholders sponsored by a broker should advise their broker of any changes. Please note that you cannot change ownership of your shares using this form.

#### 2. APPOINTMENT OF A PROXY

If you wish to appoint the chairperson of the Meeting as your Proxy please mark "X" in the box in Section A. Please also refer to Section B of this proxy form and ensure you mark the box in that section if you wish to appoint the Chairperson as your Proxy. If the person you wish to appoint as your Proxy is someone other than the Chairperson of the Meeting please write the name of that person in Section A. If you leave this section blank, or your named Proxy does not attend the meeting, the Chairperson of the Meeting will be your Proxy. A Proxy need not be a shareholder of the Company.

#### 3. DIRECTING YOUR PROXY HOW TO VOTE

To direct the Proxy how to vote place an "X" in the appropriate box against each item in Section B. Where more than one Proxy is to be appointed and the proxies are to vote differently, then two separate forms must be used to indicate voting intentions.

#### 4. APPOINTMENT OF A SECOND PROXY

You are entitled to appoint up to two (2) persons as proxies to attend the meeting and vote on a poll. If you wish to appoint a second Proxy, an additional Proxy form may be obtained by contacting the Company's share registry or you may photocopy this form.

To appoint a second Proxy you must:

- a) On each of the Proxy forms, state the percentage of your voting rights or number of securities applicable to that form. If the appointments do not specify the percentage or number of votes that each Proxy may exercise, each Proxy may exercise half of your votes; and
- b) Return both forms in the same envelope.

### 5. 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 of the Shareholders must sign.

**Power of Attorney:** to sign under Power of Attorney you must have already lodged this document with the Company's share registry. If you have not previously lodged this document for notation, please attach a certified photocopy of the Power of Attorney to this form when you return it.

Companies: where the Company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. If the Company (pursuant to section 204A of the Corporations Act 2001) does not have a Company Secretary, a Sole Director may sign alone. Otherwise this form must be signed by a Director jointly with either another Director or Company Secretary. Please indicate the office held in the appropriate place.

If a representative of the corporation is to attend the meeting the appropriate "Certificate of Appointment of Corporate Representative" should be lodged with the Company before the meeting or at the registration desk on the day of the meeting. A form of the certificate may be obtained from the Company's share registry.

#### 6. LODGEMENT OF PROXY

Proxy forms (and any Power of Attorney under which it is signed) must be received by Security Transfer Registrars Pty Ltd no later than the date and time stated on the form overleaf. Any Proxy form received after that time will not be valid for the scheduled meeting.

The proxy form does not need to be returned to the share registry if the votes have been lodged online.

## Security Transfer Registrars Pty Ltd

Online www.securitytransfer.com.au

Postal Address PO BOX 535

Applecross WA 6953 AUSTRALIA

Street Address Alexandrea House

Suite 1, 770 Canning Highway Applecross WA 6153 AUSTRALIA

**Telephone** +61 8 9315 2333

**Facsimile** +61 8 9315 2233

Email registrar@securitytransfer.com.au

## PRIVACY STATEMENT