

## Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting of Reckon Limited ("the Company") will be held at the registered office of the Company at **Level 12, 65 Berry Street, North Sydney, NSW, 2060** on **Wednesday 25 May 2016 at 10:00am**.

### General Business

#### Item 1 - Consideration of Reports and Statements

To receive and consider the Directors' Report for the financial year ended 31 December 2015, the Annual Financial Report for that year, the Directors' Declaration and the Independent Audit Report.

Note: There is no requirement for shareholders to approve these reports.

#### Item 2 - Resolutions

##### Resolution 1 — Resolution for the confirmation of Christopher Mark Woodforde as a director

To consider and, if thought fit, to pass the following resolution as an ordinary resolution:

*"That the appointment of Christopher Mark Woodforde as a director of the Company is confirmed."*

Note: The Chairman of the Meeting intends to vote undirected proxies in favour of the confirmation of the appointment of Chris Woodforde.

##### Resolution 2 — Non binding vote to adopt Remuneration Report

The Remuneration Report is on pages 16 to 38 of the 2015 Annual Report.

To consider, and if thought fit, to pass the following as an advisory resolution:

*"That the Remuneration Report be adopted."*

This resolution is advisory only and does not bind the Company or the directors.

Note: This resolution shall be determined under section 250R(2) of the Corporations Act. Votes must not be cast on this resolution by Key Management Personnel and closely related parties in contravention of section 250R or 250BD of the Corporations Act 2001 (Cth). Restrictions apply to votes unless exceptions apply.

By Order of the Board.



**Myron Zlotnick**  
Company Secretary  
29 March 2016

## HOW TO VOTE

### Eligibility to attend & vote

In accordance with the Corporations Act 2001 (Cth) ("Corporations Act") and the regulations made thereunder, the board has determined that in relation to the Annual General Meeting of the Company convened by this Notice of Meeting, shares will be taken to be held by the persons who are the registered holders at **10.00am (Sydney time) on 23 May 2016**.

Accordingly, share transfers registered after that time will be disregarded in determining entitlements to attend and vote at the meeting.

### Proxies

A member entitled to vote at the meeting has the right to appoint a proxy to attend and vote instead of the member. A proxy need not be a member. A member who is entitled to cast 2 or more votes may appoint 2 proxies and may specify the proportion or number of votes each proxy is appointed to exercise. If a member appoints 2 proxies and does not specify the proportion or number which each proxy is to exercise, then, in accordance with Section 249X(3) of the Corporations Act, each proxy may exercise half of the votes for which the proxies are appointed.

If you appoint a proxy, you may still attend the meeting. However, your proxy's right to speak and to vote are suspended while you are present. Accordingly you will be asked to revoke your proxy if you register at the meeting.

Please note the restrictions on proxies relating to resolution 2.

If the Chairman of the Meeting is to be your nominated proxy, please place a mark in the relevant box on the proxy form.

By marking this box you acknowledge and give express instructions that: the Chairman of the Meeting may exercise your proxy, either in accordance with your express directions as indicated on the proxy appointment form or where you have not directed your proxy, the proxy will be exercised as the Chairman of the Meeting decides, even though resolution 2 (Remuneration Report) is connected directly or indirectly with the remuneration of a member of Key Management Personnel; and even if the Chairman has an interest in the outcome of those resolutions.

Chairman of the Meeting intends to vote undirected proxies in favour of resolution 1 (confirmation of appointment) and resolution 2 (Remuneration Report) subject to the Chairman being given the express authorisation referred to above.

## HOW TO VOTE (cont.)

### Restriction on Proxies relating to resolution 2

<p><b>Resolution 2 – Remuneration report</b></p>	<p>Key Management Personnel (other than the Chairman) and their closely related parties can only cast a proxy vote on the advisory resolution for adoption of the Remuneration Report (resolution 2) if:</p> <ul style="list-style-type: none"> <li>the person for whom they are casting the proxy vote is not a member of the Key Management Personnel or of their closely related parties; and</li> <li>the written proxy appointment directs how the vote is to be cast on the resolution.</li> </ul>
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The Remuneration Report identifies Reckon’s Key Management Personnel for 2015. Their closely related parties are defined in the Corporations Act, and include certain of their family members, dependents and companies they control.

If you appoint the Chairman of the Meeting as your proxy (or if the Chairman is appointed your proxy by default) you can:

- direct the Chairman to vote by marking the relevant boxes in Step 2 to indicate your direction to vote, ie “for”, “against” or “abstain”;
- or
- if you do not direct the Chairman of the Meeting how to vote on resolution 2 (Remuneration Report) you will be taken to have expressly authorised the Chairman to exercise your Proxy as decided by the Chairman.

The Chairman of the Meeting intends to vote all available proxies in favour of resolution 2 (Remuneration Report).

## HOW TO VOTE (cont.)

### Appointment of Proxy & Lodgment

A form for appointment of proxy is enclosed.

To be effective:

- the document appointing the proxy (and the original, or a certified copy, of the power of attorney or other instrument under which the document appointing the proxy is signed or executed); and
- must be received by the Company at least 48 hours before the meeting, ie. by 10.00am (Sydney time), 23 May 2016.

The documents should be delivered to the Company at:

Computershare  
GPO Box 242  
Melbourne VIC 3001  
Fax: 61 3 9473 2555.

No facility exists for receiving proxies by email.

Please refer to other notes appearing on the enclosed Proxy Form.

### Voting Exclusions

There are no voting exclusions, other than the voting exclusion relating to the Key Management Personnel and their closely related parties in relation to resolution 2 (Remuneration Report).

### Corporate Representative

A representative of a company attending the meeting must present at the meeting satisfactory evidence of his or her appointment to attend on the company's behalf, unless previously lodged with the Company.

## EXPLANATORY NOTES

### General Business

#### Item 1 Annual Financial Report

The Corporations Act 2001 (Cth) (Corporations Act) requires the Reports of the Directors and of the Auditors and the Annual Financial Report, including the Financial Statements, to be laid before the Annual General Meeting.

Neither the Corporations Act nor the Company's Constitution requires a vote of shareholders at the Annual General Meeting on such Reports or Statements. However, shareholders will be given ample opportunity to raise questions on the reports and statements at the meeting. The Company's auditors will also be present to answer any questions.

#### Item 2 Resolutions

##### **Resolution 1: Confirmation of appointment of Christopher Mark Woodforde as a director**

As a result of the Chairman, John Thame, retiring from the board effective 30 June 2015, the board appointed Christopher Woodforde as director effective 1 July 2015.

Under the requirements of the Corporations Act and the ASX Listing rules, Christopher Woodforde must not hold office without re-election past the next Annual General Meeting and the company must confirm the appointment by resolution at the next Annual General Meeting.

Christopher Woodforde has an extensive background as a legal practitioner in New South Wales, South Asia and the United Kingdom spanning over 30 years. Over that time he has held a wide range of senior legal and consulting positions. He occupied senior positions in Microsoft from 1994 to 2008 including as Director of Legal and Corporate Affairs in Australia and New Zealand. More recently he has acted as a consultant and senior contributor in legal and commercial capacities for a range of clients. He has been and remains a mentor to, and investor in, private initiatives in the information and communications technology market. Christopher Woodforde's breadth of experience brings a unique mix of legal, commercial and management skills in South Asia, the United Kingdom, Australia and New Zealand well suited to information technology companies.

Christopher Woodforde has proved to be a valuable member of the board and has contributed to the success of the Company.

The directors unanimously recommend that shareholders vote in favour of resolution 1.

##### **Resolution 2: Non-binding advisory vote on the Remuneration Report**

Shareholders are asked to adopt the Company's Remuneration Report. The Remuneration Report is set out on pages 16 to 38 of the 2015 Annual Report which is also available on Reckon's website.

## EXPLANATORY NOTES (cont.)

The Remuneration Report sets out the policies for the remuneration of directors and Key Management Personnel. It also sets out required disclosures relating to the types and amounts of remuneration paid to directors and senior executives. An opportunity for discussion of the Remuneration Report will be provided at the Annual General Meeting.

The Corporations Act requires listed companies to put an annual non-binding resolution to shareholders to adopt the Remuneration Report. In line with the legislation, the vote on resolution 2 is advisory only, and does not bind the directors. However, the board will take into account the discussion on this resolution and the outcome of the vote when considering the future remuneration arrangements of the Company.

Under the Corporations Act, for any AGM held on or after 1 July 2011, the Two Strikes Rule applies:

- if at least 25% of the votes cast, are against the adoption of the Remuneration Report, the Company's next Remuneration Report must explain the board's proposed action in response or explain why no action has been taken; and
- if, at the AGM in the following year (2nd AGM), at least 25% of the votes cast are voted against the adoption of the Remuneration Report resolution.

The Two Strikes Rule requires that at the 2nd AGM, a resolution (a spill resolution) must be put to the shareholders that another meeting be held within 90 days at which all the directors, excluding the Managing Director, would need to stand for re-election.

At the AGM held on 20 May 2015 the Company received a second strike against the non-binding resolution calling for approval of the Remuneration Report for 2014, in accordance with section 250R(2) and 250R(3) of the Corporations Act.

For 2014, as for 2013, concerns were apparently raised, most notably in relation to the exercise of discretion by the Remuneration Committee to allow long term incentives to vest. Accordingly for the performance period 2013 – 2015 the Remuneration Committee did not exercise a discretion and only allowed incentives to vest to the extent that performance targets were met, as set out in the 2015 Remuneration Report.

Noting further that the spill resolution that was required to be put to the company at the 2015 Annual General Meeting was overwhelmingly defeated, the board now believes that the Remuneration Report substantially meets the concerns raised. Especially because of the depth of disclosure in 2014 - largely repeated in 2015 - as well as because of the abandonment of the exercise of discretion.

## EXPLANATORY NOTES (cont.)

As the resolution relates to matters including the remuneration of the directors, the board, as a matter of corporate governance and in accordance with the spirit of section 250R(4) of the Corporations Act, make no recommendation regarding this resolution.

### **Voting Exclusions for resolution 2 (Remuneration Report)**

The Chairman of the Meeting will disregard any votes cast on resolution 2 by a member of the Key Management Personnel or their closely related parties in accordance with the requirements of the Corporations Act.

However, the Chairman of the Meeting will not disregard a vote if:

- It is cast in accordance with the written direction on the proxy form authorising the Chairman to vote as the Chairman decides notwithstanding that resolution 2 and if applicable, resolution 3, are connected directly or indirectly with the remuneration of a member of Key Management Personnel and even if the Chairman has an interest in the outcome of the resolution; or
- It is cast by a member of the Key Management Personnel or their closely related parties as a proxy with the written direction as to how that proxy is to be exercised, and

- provided that the vote is not cast on behalf of a member of the Key Management Personnel or their closely related parties.

### **Key Management Personnel**

The Remuneration Report identifies Reckon's Key Management Personnel for 2015. Their closely related parties are defined in the Corporations Act, and include certain of their family members, dependents and companies they control.



**Clive Rabie**

Group CEO

29 March 2016



**Reckon**

ABN 14 003 348 730

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MR SAM SAMPLE  
FLAT 123  
123 SAMPLE STREET  
THE SAMPLE HILL  
SAMPLE ESTATE  
SAMPLEVILLE VIC 3030

## Lodge your vote:



**Online:**

[www.investorvote.com.au](http://www.investorvote.com.au)



**By Mail:**

Computershare Investor Services Pty Limited  
GPO Box 242 Melbourne  
Victoria 3001 Australia

Alternatively you can fax your form to

(within Australia) 1800 783 447

(outside Australia) +61 3 9473 2555

For Intermediary Online subscribers only

(custodians) [www.intermediaryonline.com](http://www.intermediaryonline.com)

## For all enquiries call:

(within Australia) 1300 850 505

(outside Australia) +61 3 9415 4000

## Proxy Form



### Vote and view the annual report online

- Go to [www.investorvote.com.au](http://www.investorvote.com.au) or scan the QR Code with your mobile device.
- Follow the instructions on the secure website to vote.

### Your access information that you will need to vote:

**Control Number: 999999**

**SRN/HIN: I9999999999**

**PIN: 99999**

PLEASE NOTE: For security reasons it is important that you keep your SRN/HIN confidential.



**For your vote to be effective it must be received by 10.00am (Sydney time) Monday 23 May 2016**

## How to Vote on Items of Business

All your securities will be voted in accordance with your directions.

### Appointment of Proxy

**Voting 100% of your holding:** Direct your proxy how to vote by marking one of the boxes opposite each item of business. If you do not mark a box your proxy may vote or abstain as they choose (to the extent permitted by law). If you mark more than one box on an item your vote will be invalid on that item.

**Voting a portion of your holding:** Indicate a portion of your voting rights by inserting the percentage or number of securities you wish to vote in the For, Against or Abstain box or boxes. The sum of the votes cast must not exceed your voting entitlement or 100%.

**Appointing a second proxy:** You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you appoint two proxies you must specify the percentage of votes or number of securities for each proxy, otherwise each proxy may exercise half of the votes. When appointing a second proxy write both names and the percentage of votes or number of securities for each in Step 1 overleaf.

**A proxy need not be a securityholder of the Company.**

## Signing Instructions for Postal Forms

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

**Joint Holding:** Where the holding is in more than one name, all of the securityholders 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 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 can also sign alone. Otherwise this form must be signed by a Director jointly with either another Director or a Company Secretary. Please sign in the appropriate place to indicate the office held. Delete titles as applicable.

## Attending the Meeting

Bring this form to assist registration. If a representative of a corporate securityholder or proxy is to attend the meeting you will need to provide the appropriate "Certificate of Appointment of Corporate Representative" prior to admission. A form of the certificate may be obtained from Computershare or online at [www.investorcentre.com](http://www.investorcentre.com) under the help tab, "Printable Forms".

**Comments & Questions:** If you have any comments or questions for the company, please write them on a separate sheet of paper and return with this form.

**GO ONLINE TO VOTE,  
or turn over to complete the form →**

MR SAM SAMPLE  
FLAT 123  
123 SAMPLE STREET  
THE SAMPLE HILL  
SAMPLE ESTATE  
SAMPLEVILLE VIC 3030

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**Change of address.** If incorrect, mark this box and make the correction in the space to the left. Securityholders sponsored by a broker (reference number commences with 'X') should advise your broker of any changes.



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## Proxy Form

Please mark ☒ to indicate your directions

### STEP 1 Appoint a Proxy to Vote on Your Behalf

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I/We being a member/s of Reckon Limited hereby appoint

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the Chairman  
of the Meeting **OR**



**PLEASE NOTE:** Leave this box blank if you have selected the Chairman of the Meeting. Do not insert your own name(s).

or failing the individual or body corporate named, or if no individual or body corporate is named, the Chairman of the Meeting, as my/our proxy to act generally at the Meeting on my/our behalf and to vote in accordance with the following directions (or if no directions have been given, and to the extent permitted by law, as the proxy sees fit) at the Annual General Meeting of Reckon Limited to be held at the registered office of the Company at Level 12, 65 Berry Street, North Sydney NSW 2060 on Wednesday 25 May 2016 at 10:00am (Sydney time) and at any adjournment or postponement of that Meeting.

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**Important for Item 2 - If the Chairman of the Meeting is your proxy or is appointed as your proxy by default.**

By marking this box, you are expressly authorising the Chairman of the Meeting to vote in accordance with the Chairman's voting intentions on Item 2 as set out in the Notice of Meeting. If you do not mark this box, and you have not otherwise directed your proxy how to vote on Item 2 the Chairman of the Meeting will not cast your votes on Item 2 and your votes will not be counted in computing the required majority if a poll is called on these items.

If the Chairman of the Meeting is (or becomes) your proxy you can direct the Chairman to vote for or against or abstain from voting on Item 2 by marking the appropriate box in step 2 below.

**The Chairman of the Meeting intends to vote undirected proxies in favour of each item of business.**

I/We expressly authorise the Chairman of the Meeting to vote in accordance with the Chairman's voting intentions on Item 2 (except where I/we have indicated a different voting intention below) and acknowledge that the Chairman of the Meeting may exercise my/our proxy even though Item 2 is connected directly or indirectly with the remuneration of a member of key management personnel (which includes the Chairman).

### STEP 2 Items of Business



**PLEASE NOTE:** If you mark the **Abstain** box for an item, you are directing your proxy not to vote on your behalf on a show of hands or a poll and your votes will not be counted in computing the required majority.

	For	Against	Abstain
1 Resolution for the confirmation of Christopher Mark Woodforde as a director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Non binding vote to adopt remuneration report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Chairman of the Meeting intends to vote undirected proxies in favour of each item of business. In exceptional circumstances, the Chairman of the Meeting may change his/her voting intention on any resolution, in which case an ASX announcement will be made.

### SIGN

**Signature of Securityholder(s)** *This section must be completed.*

Individual or Securityholder 1

Sole Director and Sole Company Secretary

Securityholder 2

Director

Securityholder 3

Director/Company Secretary

Contact  
Name

\_\_\_\_\_

Contact  
Daytime  
Telephone

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Date

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Computershare +