

# **Computershare Limited**

## **Shareholder Communication Policy**

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### 1. Introduction

This Policy describes the processes that Computershare Limited (the *Company*) has in place to promote effective communication with its shareholders and to encourage participation at its annual general meetings.

### 2. General Policy

The Board of Directors aims to ensure that shareholders are informed of all information necessary to assess the performance of the Company. Information is communicated to shareholders through the annual report and the annual general meeting, and other general meetings that may be convened, as well as by making available all periodic financial reports and all market announcements on the Company's website.

### 3. Specific Policies

In addition to the above, the Company has established the following specific policies.

- (a) All information released to the Australian Securities Exchange (**ASX**) will be posted on the Company's website immediately following confirmation of receipt by the ASX. This information includes annual reports, half yearly results, and notices of general meetings and associated explanatory documents.
- (b) All presentation material given in conjunction with the annual general meeting and investor and analyst briefings, including powerpoint presentations and the Chairman's address, will be available on the Company's website as soon as practicable after the release of that material to the ASX.
- (c) All press releases issued by the Company will be posted on the Company's website.
- (d) Computershare actively encourages shareholders to provide their e-mail address to the Company so as to facilitate more timely and effective communication.
- (e) The Company encourages active participation by its shareholders at general meetings. For shareholders who are unable to attend and vote at general meetings, the Company encourages shareholders to vote electronically by accessing the Company's website where, in advance of a general meeting, shareholders can view an electronic version of the proxy form and submit their votes.
- (f) The Company understands and acknowledges the importance of its relationships with the professional investment community and, from time to time, the Company will provide shareholders and analysts with briefings and updates.
- (g) All Directors of the Company and any employees who have dealings with investors, analysts, journalists or other interested outside parties are required to read and to understand their obligations under the continuous disclosure regime (as set out in the ASX Listing Rules and the *Corporations Act 2001* (Cth)) and the Computershare Limited Market Disclosure Policy.
- (h) Subject to the discretion of the Board of Directors, the Company may provide general guidance on aspects of future results that will be available to all shareholders as part of the material listed in this Policy.

Any questions regarding this Policy are to be directed to the Company's Disclosure Officer or Head of Investor Relations.