

Nominate the ASA as your proxy

The Australian Shareholders' Association monitors the activities of many companies, reviews annual reports and raises shareholder concerns at general meetings. The Association is unable to attend all meetings but selects those companies where it believes it can have the most impact. These companies are listed on the *Monitoring List* which is available under Company News at www.asa.asn.au. The ASA encourages all shareholders to take an active interest in their investments by reading annual reports, familiarising themselves with the resolutions and voting their shares.

All shareholders are welcome to nominate the Australian Shareholders' Association as their proxy to vote on their behalf at company meetings. This applies to both members of the Association and non-members, irrespective of whether they choose to attend a company annual or general meeting as non-voting shareholders.

How to nominate the Australian Shareholders' Association as your proxy

1. Determine whether the Australian Shareholders' Association will be represented at the meeting by either:
 - Checking the *Upcoming Meetings* list appearing in the monthly edition of *Equity*; or
 - Consulting the Monitoring List at www.asa.asn.au. From the home page, select 'Monitoring List' under Company News; or
 - Calling the Australian Shareholders' Association on 1300 368 448 or (02) 9411 1505 between 9.00am – 5.30pm AEST.
2. Write '**Australian Shareholders' Association Limited**' on the proxy form in the box for appointment of proxy. To avoid any confusion or rejection of your form, please do not abbreviate the proxy appointment to 'ASA' as it may be invalidated. (Note: if an address for the proxy is required on the form, please use 'PO Box 519, Chatswood NSW 2057'.) Shareholders may either leave the resolutions open (ie. unmarked) or give directions to their proxy by marking the appropriate boxes.
3. Sign and date the form in the applicable boxes. Please read the form for detailed instructions.
4. Send the completed form to the company or to its share registry using the replied paid envelope, if supplied, to reach it at least 48 hours prior to the company's meeting.

Please do not send completed proxy forms to the ASA.

Some registries also provide an internet and/or a fax option (where necessary, ensure that both sides of the proxy form are faxed).

Where companies provide the option of proxy voting on the internet, follow steps 1 and 2 above, then lodge the electronic proxy form on the company's nominated website following the company's instructions. This usually requires your HIN or SRN, your postcode and/or the PIN provided. Again, the electronic proxy must be submitted at least 48 hours prior to the company's meeting time.

PLEASE NOTE:

There are some 1500 companies currently listed on the ASX. Due to the limited resources available to the Australian Shareholders' Association, we currently monitor approximately 180 listed Australian companies. This includes most of the Top 150 companies as well as a number of poor performers and companies of interest. If you have any queries regarding proxy voting, please contact the Australian Shareholders' Association by telephone on **1300 368 448** or **(02) 9411 1505** between 9.00am – 5.30pm AEST or email us on share@asa.asn.au