



ACN 602 638 531

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## Shareholder Communications Policy

### Purpose

The purpose of this Policy is to set out BauMart Holdings Limited's ACN 602 638 531 (**BauMart** or the **Company** and, together with its controlled entities, the **Group**) aims and practices in respect of communicating with both current and prospective shareholders.

BauMart is committed to promoting effective communication with shareholders and to encouraging effective participation at general meetings of BauMart.

The Company will ensure that:

- (a) materials detailed in this policy are maintained and updated on the Company's website: [www.baumart.com.au](http://www.baumart.com.au) within a reasonable timeframe;
- (b) shareholder communications are distributed to shareholders in accordance with the Corporations Act and ASX listing rules; and
- (c) it will use available channels and technologies to communicate widely and promptly to shareholders.

### ASX Announcements

The Company makes announcements to the ASX in accordance with the Listing Rules and the Corporations Act.

Announcements made by the Company to the ASX are, subject to applicable securities laws, available to shareholders:

- (a) on the Company's website;
- (b) under the 'Company Announcements' section of the ASX website; and
- (c) by email notification (when shareholders provide the Company with their email address and elect to be notified of Company ASX announcements).

### Company's Share Registry

Shareholders are able to access information relevant to their holding via the Company share registry website, [www.advancedshare.com.au](http://www.advancedshare.com.au). Shareholders who do not have access to the internet should contact the Company's share registry with any enquiries relating to their shareholdings or alternatively contact the Company.

The ASX code for the Company is 'BMH'.

### Annual General Meetings

The Company usually holds its annual general meeting (**AGM**) in October or November each year. The specific date, time and location of each AGM will be detailed:

- (a) in the relevant notice of meeting; and
- (b) on the Company's website.

Alternatively, shareholders can contact the Company's share registry or the Company directly to obtain this information.

The notice of meeting will be distributed to all shareholders prior to the AGM within the timeframe set by the Corporations Act and the Company's constitution. The full text of the notice of meeting will also be available on the Company's website.

Shareholder meetings are an opportunity for shareholders and other stakeholders to hear from and put questions to the directors of the Company, its management and the external auditor. Shareholders may attend the meeting in person (including by any relevant technological means made available by the Company) or by proxy, representative or attorney.

The chairman of the meeting will provide reasonable time following the consideration of reports for questions and comment on relevant matters (including questions or comments communicated to the Company by absent shareholders).

The chairman's address (and any address by the Chief Executive Officer) will be released to the market immediately prior to the commencement of the AGM. It will be available to shareholders via the Company's website in the same manner as other ASX announcements.

### Annual Report

The annual report contains key financial information about the Company, as well as important operating and corporate information. As permitted by the Corporations Act, the default method of receiving the Company's annual reports is electronically via the Company's website (under 'Annual Reports'). A printed copy of the annual report is only sent to



ACN 602 638 531

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shareholders who elect to receive one. Shareholders who wish to receive a printed copy of the annual report should contact the Company's share registry (see above for contact details).

The annual report will be available to all shareholders prior to the AGM within the timeframe set by the Corporations Act. It is usually published in October each year.

### Half-year and full-year results

The financial results for the 30 June full-year end are reported in September each year. The financial results for the 31 December half-year end are reported in March each year.

As the half-year and full-year results are announced to the ASX pursuant to the Listing Rules, they will be available to shareholders in the same manner as other ASX announcements. In addition, the results will be accessible via the Company's website (under 'ASX Announcements').

### Corporate governance

In accordance with Recommendation 6.1 of the ASX Corporate Governance Council Principles and Recommendations (**ASX Recommendations**), the Company has a 'Corporate Governance' section on the Company's website.

The Company's annual corporate governance statement is prepared in accordance with the Listing Rules. It is contained in or accompanies the annual report each year and also is or will be available under the 'Corporate Governance' section of the Company's website.

In accordance with Recommendation 1.1 of the ASX Recommendations, the Company has a formal board charter, containing details of the functions and responsibilities of the Board. To assist the Board in fulfilling its duties and responsibilities, it may establish Board committees, which will have formal charters. The Board and committee charters, along with other corporate governance policies and documents, are also available to shareholders via the 'Corporate Governance' section of the Company's website.

### Investor and analyst briefings

At the time of announcement to the ASX of the Company's half-year and full-year results the Company may conduct investor and analyst briefings. Investor and analyst briefings may occur at other times during the year as the Board deems appropriate.

If and when investor and analyst briefings occur at other times during the year, any presentation materials provided and webcasts or transcripts (if kept) will be made available to all shareholders via the 'Investors & Media' section of the Company's website and will be released to the market prior to delivery.

### Information for beneficial owners

Beneficial owners of the Company securities are encouraged to contact the Company's share registry to arrange the direct receipt of shareholder materials.

### Other information

The Company's website will also contain

- the names and brief biographical information of each of the Company's directors and senior executives;
- the Company's board charter, the charters of each of its board committees and its corporate governance policies;
- copies of the Company's annual reports and financial statements;
- copies of the Company's announcements to ASX;
- copies of notices of meetings of shareholders and any accompanying documents;
- copies of media releases that the Company makes; and
- contact details for the Company's securities registry.

### Review of Policy

The Board will review this Policy from time to time to ensure it remains consistent with the Board's objectives and responsibilities.



ACN 602 638 531

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### **Publication of Policy**

This Policy will be available on the Company's website.

### **Approved and adopted**

This policy was approved and adopted by the Board on 12 May 2015.