



# **Shareholder Communication and Participation Policy**

**Microequities Asset Management Group Limited**  
ACN 110 777 056

# Shareholder Communication and Participation Policy

## 1 Introduction

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- 1.1 Microequities Asset Management Group Limited ACN 110 777 056 (**Company**), believes in maintaining full and open communication with its shareholders and observing the highest standards in corporate governance and shareholder communications. This Policy sets out the Company's policy for communication with its shareholders. This Policy also outlines the processes which the Company has in place to facilitate and encourage participation at shareholder meetings.

## 2 Aim of Policy

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- 2.1 The aim of this Policy is to nurture the loyalty and confidence of the Company's shareholders through frequent, full and forthright communication, both directly to shareholders and indirectly through analysts and the media. The Company seeks to ensure that each investor interaction with the Company meets the highest levels of professionalism and quality.

## 3 Regular communications between the Company and shareholders

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- 3.1 The Company is committed (subject to commercial and confidentiality constraints) to maintaining direct, open, timely and effective two-way communications with all shareholders.
- 3.2 Shareholders may communicate with the Company by sending an email to the Company at [shareholders@microequities.com.au](mailto:shareholders@microequities.com.au) or by writing to the Company at any contact address on the Company's website <http://microequities.com.au/>. The views or comments of shareholders communicated to the Company will be distilled and if considered appropriate, will be passed on to the Board. If appropriate, a representative of the Company may meet with the shareholder to discuss the matter.
- 3.3 To the extent permitted by law, the Company will send all communications to its Shareholders electronically. Shareholders are encouraged to send communications to the Company and its share registry electronically.
- 3.4 From the Company, shareholders will receive notification of the following at a minimum:
- (a) the annual report;
  - (b) an invitation to the annual general meeting (**AGM**) and all accompanying papers; and
  - (c) interim and full year results.

- 3.5 Only if required by the *Corporations Act 2001* (Cth) or by other legislation, the communications listed above will be mailed to shareholders listed on the Company's share register at the appropriate time.
- 3.6 All announcements made by the Company to the ASX are also posted on the Company's website at <http://microequities.com.au/shareholders>.
- 3.7 To the extent practicable, all communications to shareholders will be formatted to be easily readable on a computer screen and other electronic devices commonly used for that purpose, and include a printer-friendly option for shareholders who wish to retain a hard copy of the communication.

## **4 Participation in general meetings**

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- 4.1 The Company aims to give the maximum number of shareholders the opportunity to participate in general meetings.

## **5 External auditor**

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- 5.1 The Company will ensure that the external auditor attends the AGM and will be available to answer shareholder questions about the conduct of the audit and the preparation and content of the auditor's report.

## **6 Special shareholder communications**

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- 6.1 From time to time the Company will communicate other information to shareholders. Such communications will be on a needs be basis and may be disseminated by direct written communication to shareholders or by way of a Company announcement to the ASX which would also be published on the Company's website.

Adopted on 23 February 2018