

Shareholder Communication Policy



Butn Limited
ACN 644 182 883

Table of Contents

1.	Shareholder Communication Policy	1
1.1	Shareholder Meetings and Communications Strategy	1
1.2	Voting at Shareholder Meetings	1

1. Shareholder Communication Policy

1.1 Shareholder Meetings and Communications Strategy

The Board acknowledges the need for effective two-way communications with shareholders. To encourage participation with shareholders at shareholder meetings, the Board has adopted the following strategy:

- (a) shareholder meetings are structured to provide effective communication to shareholders and allow reasonable opportunity for informed shareholder participation;
- (b) the external auditor attends the AGM and is available to respond to shareholder questions in relation to any audit related questions;
- (c) if a shareholder is unable to attend the AGM they may pose questions to the Company via email communication (please refer to the Company's website) to the Company Secretary, and where appropriate these question may be answered at the AGM, either by being read out and then responded to at the AGM or by providing a transcript of the question and a written answer at the meeting;
- (d) if a shareholder is unable to attend the AGM, where available they may dial-in to the AGM remotely;
- (e) if a shareholder is unable to attend the AGM, where available they may use the URL web-link provided by the Company from time to time to remotely join the AGM;
- (f) the Company's annual report is available to be sent to each shareholder (at the shareholder's option);
- (g) in addition to the annual report, the Company issues a report with the release of the half-year and full-year financial results;
- (h) the Company posts on its website all relevant announcements made to the market (including information used for analyst briefings and press releases) after they have been released to ASX;
- (i) the Company posts on the corporate governance section of its website and keep posted for a reasonable period all of its relevant corporate governance information;

1.2 Voting at Shareholder Meetings

The Board acknowledges the need to ensure the true will of security holders attending and voting at a meeting, whether they attend in person, electronically, or by proxy or other representative.

When calling a vote at a meeting of security holders, all substantive resolutions (eg voting for a new Board member) must be decided by a poll rather than a show of hands.