
Shareholder Communication Policy

Class Limited (ACN 116 802 054)
As adopted by the Board on 6 October 2015

1. Introduction

Class Limited (ACN 116 802 054) (**Class**) recognises the importance of effective communication with shareholders. Class acknowledges the different circumstances of shareholders and their varying expectations and access to technology. Class is committed to ensuring that all shareholders have equal and timely access to material information concerning the company.

The purpose of this Policy is to:

- (a) promote and facilitate effective two-way communication by Class with shareholders; and
- (b) facilitate and encourage participation at shareholder meetings.

2. ASX announcements

Class will make announcements to the ASX in a timely manner in accordance with the ASX Listing Rules (**Listing Rules**) and Class' Continuous Disclosure Policy. All announcements made to the ASX are available to shareholders in the "Investor" section of the Class website and under the "company announcements" section of the ASX website.

3. Class website

The Class website contains information about Class and its governance, including:

- (a) shareholder communication and ASX announcements;
- (b) press releases;
- (c) half yearly and yearly financial reports and annual reports;
- (d) notice of Class' annual general meeting (**AGM**);
- (e) Class' corporate governance policies and charters; and
- (f) general information about Class and its business.

The website also provides information to assist shareholders in directing relevant inquiries to Class' share registry.

4. Periodic reporting

Class produces half yearly and yearly financial reports and an annual report in accordance with the *Corporations Act 2001* (Cth) (**Corporations Act**), the Listing Rules and applicable accounting standards. It seeks to give balanced and understandable information about Class in its reports to shareholders.

The Class annual report will be available on the Class website and be provided to shareholders as required under the Corporations Act.

5. AGM

The Class AGM provides an important opportunity for shareholders to express their views to Class' board of directors (**Board**) and management. Shareholders are encouraged to attend the AGM or, if unable to attend, to vote on the motions proposed by appointing a proxy or by any other means included in the notice of AGM.

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The form, content and delivery of the notices of AGM will comply with Class' constitution, the Corporations Act and the Listing Rules. Notices of AGM and accompanying explanatory material will clearly, concisely and accurately set out the nature of the business to be considered at the AGM. Notices of AGM and accompanying explanatory material will be available on Class' website and be provided to shareholders as required under the Corporations Act.

At the AGM, shareholders will be invited to ask the Chairperson or any member of the Board questions about or comment on the results, operations, strategy and/or management of Class. The Chairperson will provide shareholders present with a reasonable opportunity to ask questions and discuss proposals. The external auditor will also be available at the AGM to answer questions about the conduct of the audit and preparation and content of the auditor's report.

6. Use of electronic communication

Shareholders may elect to receive information electronically as it is posted on Class' website. The website provides information about how to make this election. Shareholders may also communicate electronically with Class as provided for on the website.

Class will communicate by post with shareholders who have not elected to receive information electronically.

Class may consider the use of other reliable technologies as they become widely available.

7. Share registry

Shareholders with any questions related to their shareholding should contact the Company Secretary or Class' share registry.

8. Shareholder privacy

Class recognises that privacy is important and will not disclose individual shareholder details to third parties unless required by law. Shareholder details are only used in accordance with applicable privacy laws.

9. Review of this Policy

The Board will review this Policy from time to time. This Policy may be amended by resolution of the Board.

Document control

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