# Shareholder Communication Policy



# Praemium Limited

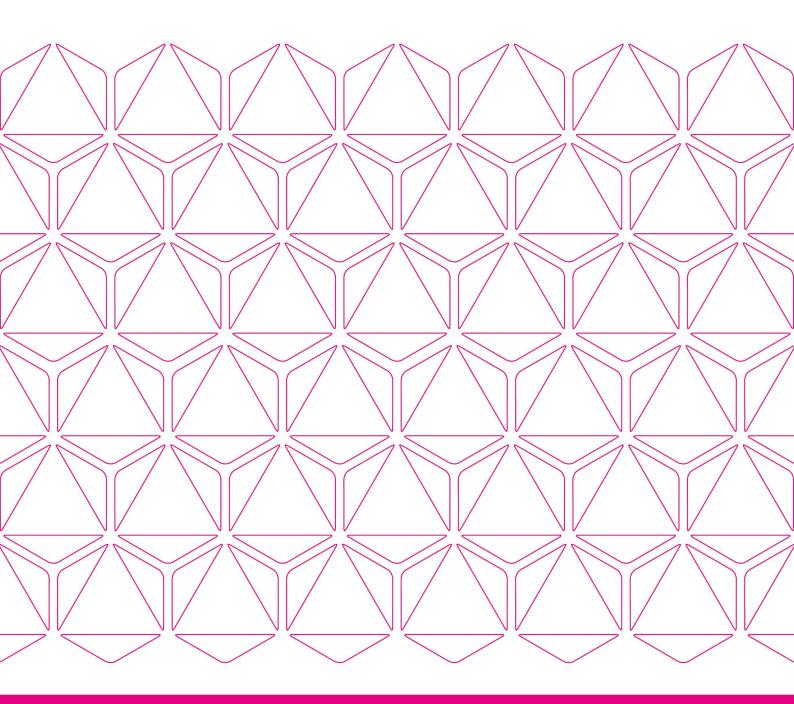
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Approved by:

• Praemium Limited 22 November 2023



#### Background

Praemium Limited (ASX: PPS) ("Praemium" or "the Company") is governed by the disclosure requirements of the Corporations Act (the Act) and the Australian Securities Exchange (ASX) Listing Rules. In addition to meeting these requirements, Praemium will endeavour to ensure that current and prospective shareholders have access to as much information as possible to make informed investment decisions regarding the Company and its prospects.

#### 2. Purpose

This Shareholder Communication Policy (**this Policy**) outlines how Praemium communicates with its shareholders. Access to Company information is an important part of the Company's communication strategy and is communicated to shareholders regularly through various publications and forums, including:

- Praemium's half year and full year financial reports (statutory financial statements, investor presentations and Appendix 4E);
- ASX Announcements;
- Media releases;
- Praemium's website <a href="www.praemium.com/shareholders">www.praemium.com/shareholders</a> (financial reports, ASX announcements, the Corporate Governance Statement, media releases and copies of significant business presentations and speeches, are made available);
- Notice of the Annual General Meeting
- The Chairman's and CEO's address at the Annual General Meeting
- A transcript of the Annual General Meeting upon request
- Policies that apply to the governance of Praemium

#### 3. Annual General Meeting

Praemium's Annual General Meeting (**AGM**) is mandatory. Its timing and conduct are governed by the Act.

Details of the location, time and date of the meeting, and the business to be considered by shareholders at the meeting, are provided in the Notice of Annual General Meeting and on the Praemium website. The Notice of Annual General Meeting will also be distributed to all shareholders at least 28 days prior to the AGM. The AGM is generally held in a hybrid format, allowing shareholders to attend either in-person or virtually.

At the AGM the Chairman and the CEO provide an update on the past performance and the strategy of the Company. The address of the Chairman and the CEO will be disclosed to the ASX and will follow the usual disclosure process (see Section 4).

Shareholders may participate and ask questions by either attending in person or virtually. Shareholders may also submit questions to the Company prior to the AGM. As many questions as possible will be answered by the Chairman.

The Company's external auditors also attend the AGM and are available to answer shareholder questions about the conduct of the audit and the preparation and content of the auditor's report.

Voting at the AGM will be conducted by poll. Shareholders may vote on behalf of themselves or via a proxy. A proxy voting form will be available prior to the AGM and will accompany the Notice of Annual General Meeting

## 4. Continuous Disclosure Policy

Praemium is committed to ensuring full and timely disclosure of market sensitive information. Praemium has adopted a Continuous Disclosure Policy which requires immediate and full disclosure of information which may have a material effect on the price or value of Praemium securities. This Policy is available under the "Corporate Governance" section on the Company's website. Any disclosures made to the market are in accordance with the ASX Listing Rules and the *Corporations Act 2001* (Cth).

All disclosures made to the market, including relevant external briefing and presentation materials, will be made available on Praemium's website for shareholders to review.

## 5. Trading Policy

Praemium has in place a Trading Policy which outlines the obligations of Praemium employees when trading in Praemium securities. This includes prohibiting employees from trading in Praemium securities during defined closed trading windows. This ensures shareholders are not disadvantaged by employees acting upon inside information when trading in Praemium securities.

## 6. Financial Reporting

Financial reporting is an important element of Praemium's continuous disclosure to the market. Throughout the year the Company consistently provides shareholders with performance-related information in a fair and balanced manner. In compliance with the Corporations Act and the ASX Listing Rules, Praemium reports financial results twice a year and produces an Annual Report, all of which are released both to the market via ASX Announcements and on the Praemium website. Following the release of the half year and full year results, a presentation and Q&A sessions are held with analysts and investors by the CFO and CEO. The presentation materials are released to the market and are available to all shareholders via the Praemium website.

Financial reporting is overseen by the CFO and CEO and approved by the Board.

#### 7. Media Releases

Any media releases made by Praemium are made available on the Praemium website and, if required, are released to the market via an ASX Announcement.

The Company Secretary is responsible for overseeing and coordinating disclosure of information to analysts, brokers and shareholders. All such releases are made available on the Praemium website and, if required, are released to the market via an ASX announcement.

#### 8. Shareholder Details

Shareholders who wish to amend their details can do so:

- Via the Shareholders page of the Praemium website www.praemium.com/shareholders
- By Contacting Praemium's Share Registry, Link Market Services:
  - o Via telephone on 1800 177 747 (within Australia) or +612 8280 7390 (from outside Australia)
  - o Online via <u>www.linkmarketservices.com.au</u>

Praemium will not disclose registered shareholder details unless required to do so by law. Shareholder details will only by used by Praemium in accordance with our Privacy Policy and relevant privacy laws.

Shareholders can register for electronic communications via the share register link on our website.

#### 9. Shareholder Feedback

Any questions, concerns or comments from shareholders may be submitted to Praemium using the following details:

Address: ATTN: Company Secretary Level 19/367 Collins Street Melbourne VIC 3000

Email: au.governance@praemium.com