

# Virtual Meeting Guide

## Check your browser

**Make sure your browser will work  
by going to *whatismybrowser.com***

Supported browsers are:

- Chrome      *Version 44 and later*
- Edge        *Version 92.0 and later*
- Firefox     *Version 40.0.2 and later*
- Safari       *MacOS 10.9 and later*

**Get ready to vote**

**You will need one of the following to vote**

**A**

Your CSN/  
Holder Number  
if you are an  
investor

**OR**

**B**

Your proxy  
number if you  
are an appointed  
proxy

If you're an investor, you can find your CSN/Holder Number on most investor communications from us.

If you're a proxy, your proxy number will be sent to your email address one to two days before the meeting.


## Register for the meeting

Open your browser and go to  
***www.virtualmeeting.co.nz***

Choose the meeting you want to watch from the list and click the ***View Meeting*** button. Register using your full name, mobile number, email address, and participant type.






Read and accept the terms and conditions before clicking on the ***Register and Watch Meeting*** button.

Welcome



**MUFG**  
MUFG Pension & Market Services

Please register your details to participate

	Full Name
	Mobile (e.g. 022 123 1234)
	Email
	I am a... 

☐ I have read and accept the [Terms & Conditions](#)

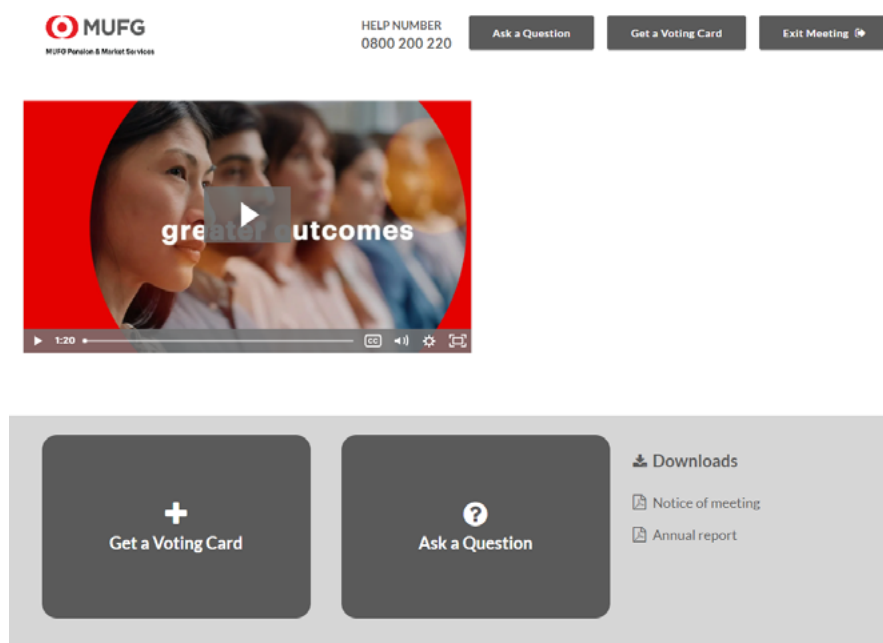
**REGISTER AND WATCH ANNUAL MEETING**

Help Number: 0800 200 220

## Watch the meeting

# The webcast will start by itself when the meeting begins

If the webcast doesn't start, press the play button and check the volume on your device is turned up. The meeting slides will be cycled through while the webcast plays.



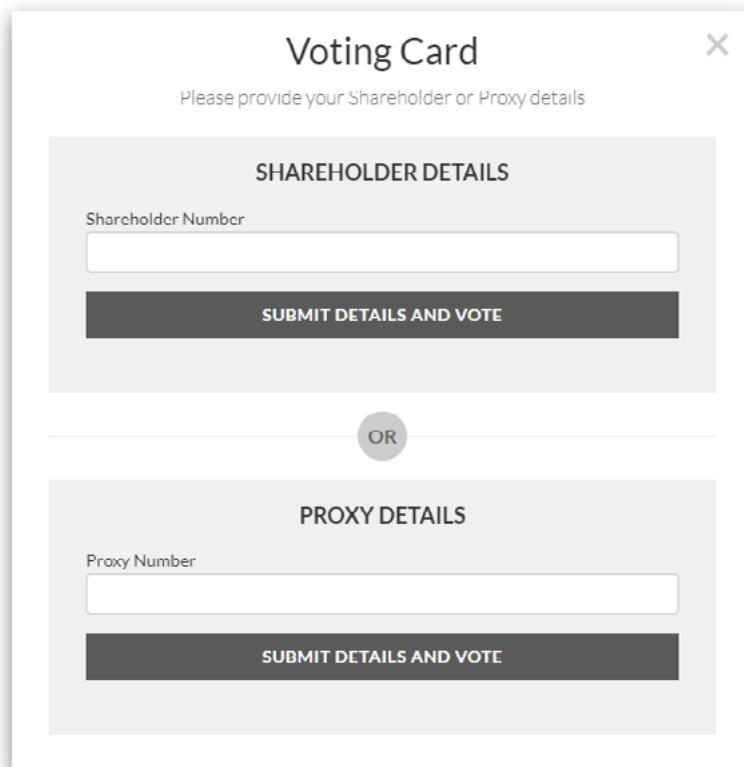
At the bottom are buttons for ***Get a Voting Card***, ***Ask a Question*** and a list of documents available for download.

## Get a voting card

# Register to vote by clicking on the *Get a Voting Card* button

If you're an investor, you will need to enter your CSN/Holder Number.

If you're an appointed proxy, you will need to enter the proxy number in the ***Proxy Details*** section, then click the ***Submit Details and Vote*** button.

A screenshot of a web form titled "Voting Card" with a close button (X) in the top right corner. Below the title is the instruction "Please provide your Shareholder or Proxy details". The form is divided into two main sections: "SHAREHOLDER DETAILS" and "PROXY DETAILS", separated by a horizontal line with a circular "OR" button in the center. The "SHAREHOLDER DETAILS" section contains a text input field labeled "Shareholder Number" and a dark grey button labeled "SUBMIT DETAILS AND VOTE". The "PROXY DETAILS" section contains a text input field labeled "Proxy Number" and a dark grey button labeled "SUBMIT DETAILS AND VOTE".

Voting Card

Please provide your Shareholder or Proxy details

SHAREHOLDER DETAILS

Shareholder Number

SUBMIT DETAILS AND VOTE

OR

PROXY DETAILS

Proxy Number

SUBMIT DETAILS AND VOTE

## Enter your vote

# Once you have your voting card, tell us how you want to vote

You may need to use the scroll bar on the right side of the voting card to see all resolutions.

Choose either **Full Vote** or **Partial Vote** using the tabs. Click on either the **For**, **Against**, or **Abstain** voting buttons. For a **Partial Vote**, enter a number of votes—the total number of votes you have are shown.

The screenshot shows a web interface for entering a vote. At the top, a dark blue header bar contains the name 'JOHN SAMPLE' on the left, a masked ID 'I\*\*\*\*\*0014' in the center, and a close button 'X' on the right. Below the header is a light gray section titled 'Voting Card'. Inside this section, there is instructional text: 'Please complete your vote by selecting the required voting instruction (For, Against, Abstain or No Instruction) for each resolution. If you would like to complete a partial vote, please specify the number of votes for each resolution in the Partial Vote section. Proxy holder votes will only be applied to discretionary (undirected) votes. Directed votes will be applied as per the shareholder's voting instructions.' Below the text are two tabs: 'Full Vote' (in blue) and 'Partial Vote' (in white with a gray border). The 'Partial Vote' tab is active. Below the tabs, there is a scrollable area. The first item is 'Resolution 1', which has three buttons: 'For' (with a checkmark icon), 'Against' (with an X icon), and 'Abstain' (with a minus icon). Below these buttons, it says 'You have 1 votes left'. Below the resolution list, there is a section titled 'GENERAL BUSINESS'. At the bottom of the scrollable area is a dark gray button labeled 'SUBMIT PARTIAL VOTE'.



**Submit your vote**

## **Make sure you submit your vote before the countdown timer ends**

Once you have finished voting, scroll down to the bottom of the box and click on the ***Submit Vote*** or ***Submit Partial Vote*** button.

You can close your voting card without submitting your vote while voting is open. Any votes you have already made are saved. The voting card will be under the webcast with a ***Not yet submitted*** message below.

You can edit your votes while voting is open by clicking on ***Edit Card***. This will re-open the voting card with any previous votes made.

At the end of the meeting, a red bar with a five-minute countdown timer will appear at the top of the website advising the remaining time to submit your voting cards. Once voting has been closed, your vote can't be changed.

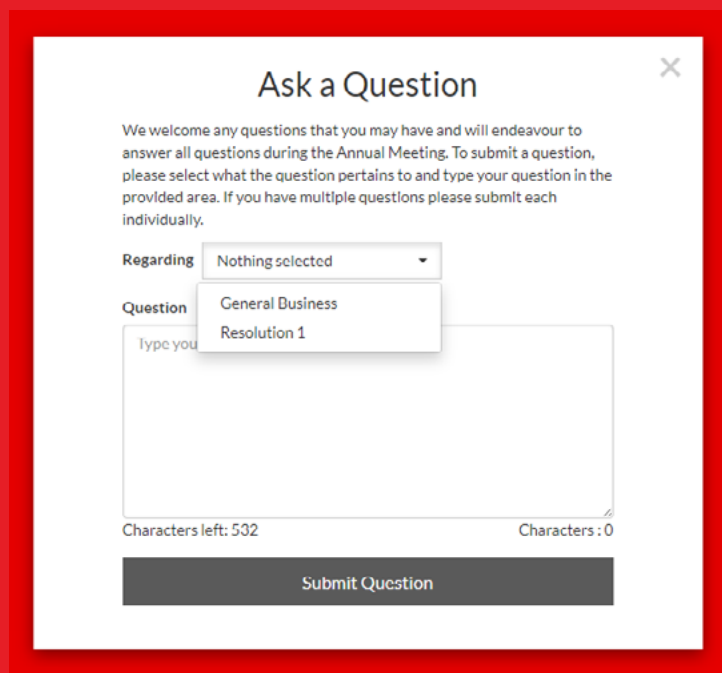


## Ask a question

# Only investors, proxies and corporate representatives can ask questions

If you have not registered a voting card, you will be asked to enter your CSN/Holder Number or proxy number before you can ask a question.

Click on the ***Ask a Question*** button either at the top or bottom of the page.

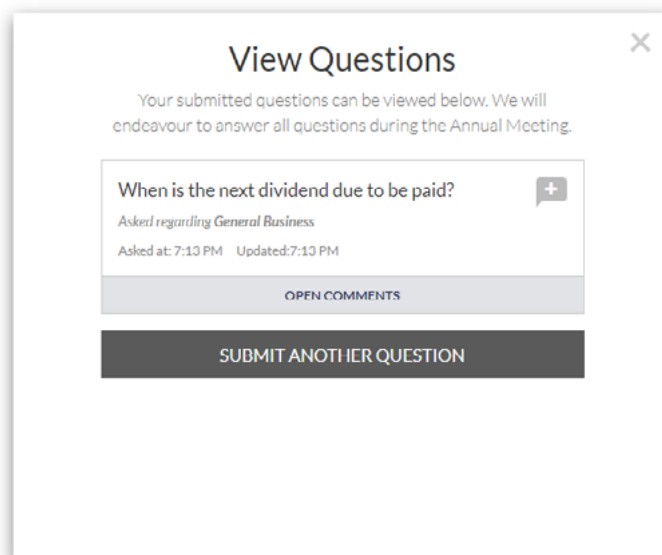
A screenshot of a web form titled "Ask a Question" with a close button (X) in the top right corner. The form contains a welcome message: "We welcome any questions that you may have and will endeavour to answer all questions during the Annual Meeting. To submit a question, please select what the question pertains to and type your question in the provided area. If you have multiple questions please submit each individually." Below this is a "Regarding" dropdown menu currently set to "Nothing selected". A "Question" dropdown menu is open, showing two options: "General Business" and "Resolution 1". Below the dropdowns is a large text input area with the placeholder text "Type your question here". At the bottom left of the input area, it says "Characters left: 532". At the bottom right, it says "Characters : 0". A dark grey "Submit Question" button is at the bottom of the form.

## Submit a question/reply

### Select the category or resolution for your question

Type your question in the **Question** box, and click on the **Submit Question** button.

After submitting, click the **View Questions** button to see your questions (only visible to you).



If your question has been answered and you want to reply, submit another question.



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