

Did you know Link Group offers a range of AGM Related Services?



Link Group value added AGM related services

Annual Reporting

Company Matters is Australia's largest team of governance professionals and can assist clients with:

- Drafting directors' reports, remuneration reports, and corporate governance statements (Appendix 4Gs) in compliance with the Corporations Act and listing rules.
- Audit committee and board materials and minutes.
- Comprehensively timetabling milestones for your annual report.

AGM Governance Services

Company Matters' practitioners have extensive experience conducting and advising at AGMs.

We offer practical AGM assistance:

- advising on:
 - the proposed resolutions at your AGM
 - voting exclusions
 - meeting management (polls, questions, attendance etc.) and
 - procedures for controversial meetings.
- drafting the:
 - notice of meeting and explanatory memorandum
 - chairman's procedural script, and
 - AGM minutes and results announcement.

Design and Print Services

Link Group can provide cost-effective consultation, project management and delivery of your annual report, shareholder reviews, notice of meetings, information guides, explanatory memorandums, and other investor communications.

Proxy Solicitation

Orient Capital can provide advanced intelligence on your AGM vote. Through votetrak in miraql we can:

- inform you which investors hold voting discretion over your shares
- identify whose advice they follow when voting

- provide Corporate Governance advisory reports, and
- identify actual proxies well before the voting deadline, so negative or missing votes can be proactively addressed.

Proxy intelligence is reported in real-time through votetrak so you can provide regular updates to your board and executive team.

Webcasting Services

Open Briefing Events is a full-service webcasting, production and conferencing solution developed specifically to meet AGM communication needs, and offers:

- A full-featured webcasting platform offering high quality audio and video streaming.
- End-to-end technical event set up, production and support.
- Integrated web and teleconferencing of events and stand-alone conferencing facilities.
- Quick, free access to archived events and transcripts on OpenBriefing.com.

Virtual Meeting Services

Link Group provides specialist virtual meetings which can be run fully online or alongside physical meetings. We provide comprehensive services required to facilitate a virtual meeting, including:

- full webcasting
- production and conferencing services and
- a voting app.

With Link Group's technology, members and investors are now able to attend meetings virtually, ask questions, and vote by phone or online.

LinkVote Mobile App

LinkVote is our mobile voting app which enables investors to vote through their phone at AGMs.

Please contact your Client Relationship Manager for further information.