

# 8IP Emerging Companies Limited

## Shareholder Communications Policy

**11 DECEMBER 2018**

This Communications Plan has been approved by the Board of Directors (the **Board**) of 8IP Emerging Companies Limited ACN: 608 411 347 (the **Company**).

This Plan describes the Board's policy for ensuring shareholders and potential investors receive or obtain access to information publicly released by the Company.

### **1. DISCLOSURE GENERALLY**

#### **1.1 Continuous Disclosure**

The Company's Continuous Disclosure Policy sets out the procedures employed to ensure compliance with its obligations under the Australian Securities Exchange (**ASX**) Listing Rules, and the *Corporations Act 2001* (Cth).

This Communications Plan should be read in conjunction with the Company's Continuous Disclosure Policy.

The Company Secretary has been appointed by the Board to be responsible for all communications in relation to market disclosure.

#### **1.2 Confidential Information**

It is Board policy that Directors of the Company and staff of Eight Investment Partners Pty Ltd ABN 22 139 616 783 (**Eight Investment Partners**), the Investment Manager appointed by the Company, will not make unauthorised disclosures of confidential information or use it for purposes other than those for which it was disclosed, except as required by law.

Eight Investment Partners' Compliance Officer is responsible for educating Directors and Eight Investment Partners' staff on compliance with this policy.

#### **1.3 Media Releases / Dealings With The Media**

The Board Chairman is responsible for all media releases on behalf of the Company and the Company Secretary is responsible for the administration of releases.

Media releases that may contain price sensitive information will be considered in accordance with the Company's Continuous Disclosure Policy.

Only the following are authorised to speak to the media about the Company:

- the Chairperson;
- the CIO of Eight Investment Partners;
- the Company Secretary; and
- other officers of the Company or Directors of the Investment Manager nominated by one of the above persons from time to time.

If any price sensitive information is inadvertently disclosed to any person in discussions with the media, the Company Secretary is to be notified immediately. The Company

Secretary will proceed with the matter as if it were a notification under the Company's Continuous Disclosure Policy.

## **2. COMMUNICATIONS WITH SHAREHOLDERS / INVESTORS**

The Company Secretary and Eight Investment Partners' Chief Investment Officer are primarily responsible for communications with the Company's shareholders and investors.

### **2.1 Website**

Eight Investment Partners maintains a website for the Company: [www.8EC.com.au](http://www.8EC.com.au).

All recent Company information will be posted on the Company's website, including:

- annual reports;
- half-yearly financial reports;
- monthly Net Asset Value (**NAV**) notices;
- other company releases to the ASX; and
- corporate governance practices.

The website contains a link to the Share Registry for shareholders and to the ASX for share price history.

### **2.2 Reports to Shareholders / Investors**

The Company provides an Annual Report to shareholders for each financial year ending 30 June. The Company also issues a Half-Yearly (or Interim) Report for the period ending 31 December. These reports are posted to the website on their day of release.

Shareholders may elect not to receive these reports by advising the **Share Registry**. Investors may request a copy of these Reports by advising **Investor Services**. Contact details are provided in Section 2.5 below.

### **2.3 NTA Releases**

The Company notifies the ASX of its 'unaudited' net tangible asset value or backing as at the end of the month (on a pre-tax and post-tax basis). Once notified to the ASX, the notice is published on the Company's website.

### **2.4 Annual General Meetings**

The Company plans to hold an Annual General Meeting (**AGM**) of members in November each year. The date, time and venue of the AGM are notified to the ASX when the Notice of Meeting is lodged, generally in October each year.

The Company will choose a date, venue and time considered convenient to the greatest number of its shareholders.

A notice of meeting will be accompanied by explanatory notes on the items of business and together they will seek to clearly and accurately explain the nature of the business of the meeting. A copy of the Notice of Meeting will be placed on the Company's website.

Shareholders are encouraged to attend the meeting, or if unable to attend, to vote on the motions proposed by appointing a proxy. The proxy form included with the Notice of Meeting will seek to explain clearly how the proxy form is to be completed and submitted.

The Company will request the external Auditor to attend each AGM to answer questions about the conduct of the audit and the preparation and contents of the Auditor's Report.

## **2.5 Shareholder / Investor Queries**

Shareholders with questions about their shareholdings with the Company should contact the Share Registry:

**Boardroom Pty Limited ABN: 14 003 209 836**

Level 12, 225 George Street

Sydney NSW 2000

D: [1300 737 760](tel:1300737760)

F: [1300 653 459](tel:1300653459)

[www.boardroomlimited.com.au](http://www.boardroomlimited.com.au)

Questions about the Company, its performance and other general investment queries should be directed to Investor Services:

**Eight Investment Partners**

Address: Level 11, 131 Macquarie Street, Sydney NSW 2000

Email Address: [kerry.series@8ip.com.au](mailto:kerry.series@8ip.com.au)

Fax number: +61 2 8274 2099

Attention: Kerry Series

The Company and Eight Investment Partners aims to ensure shareholder and investor queries are dealt with in a courteous, objective and expeditious manner.

Shareholder or investor complaints will be dealt with in accordance with Eight Investment Partners' Complaints Handling and Disputes Resolution Policy.

Complaints may be forwarded to [kerry.series@8ip.com.au](mailto:kerry.series@8ip.com.au).