

28 October 2024

Dear Shareholder,

On behalf of the Directors of AVJennings Limited (**AVJennings** or the **Company**), I invite you to attend AVJennings' Annual General Meeting (**AGM**) on **Thursday, 28 November 2024 at 3.00 p.m. AEDT**. The meeting is being held at the Westin Room IV, The Westin Melbourne, 205 Collins Street, Melbourne Vic 3000, Australia.

## Notice of Meeting

The Notice of AGM which sets out the items of business to be considered at the AGM can be viewed or downloaded from the Australian Securities Exchange (ASX) and Singapore Exchange (SGX) market announcement platforms. It is also available on AVJennings' investor site <https://www.avjennings.com.au> at About Us/Investor Centre/Company Info/General Meetings.

A paper copy of the Notice of Meeting is not being mailed to shareholders. Receiving your shareholder communications electronically is the best way to stay informed and if you have not already made the switch to paperless communications, you are encouraged to update your communication preference via the investor centre website of Link Market Services (AVJennings' Australian Share Registry) at <https://investorcentre.linkgroup.com>. AVJennings will send the Notice of Meeting electronically where a shareholder has provided a valid email address and has not made an election to receive a paper copy.

If you wish to continue receiving a paper copy of the Notice of Meeting, you can update your communication preference at any time at <https://investorcentre.linkgroup.com> or contact Link Market Services on +61 1300 554 474 if you need more information about the options available to you.

A summary of the business of the AGM is set out below.

## Meeting Agenda

1. To receive and consider the Financial Report, together with the Directors' Report and Auditors' Report for the year ended 30 June 2024.
2. Adoption of the Remuneration Report as set out in the Director's Report for the year ended 30 June 2024.
- 3(a)** Re-election of Mr Jerome Rowley as a Director.
- 3(b)** Re-election of Mr Bruce Hayman as a Director.
- 4(a)** Election of Mr Brad Newcombe, an external nominee, as a Director. The AVJennings Board recommends that shareholders vote against the election of Mr Newcombe.
- 4(b)** Election of Ms Rachel Elizabeth Brown, an external nominee, as a Director. The AVJennings Board recommends that shareholders vote against the election of Ms Brown.
5. Special Meeting to be held within 90 days (spill resolution).

I encourage you to read the Notice of Meeting (including the Explanatory Notes on each of the resolutions) in full prior to lodging your votes for the AGM.

Lisa Chung AM, who has been a Director of AVJennings since June 2021, is due to retire by rotation at this meeting and will not be offering herself for re-election. On behalf of the AVJennings Board, I wish to thank Lisa for her support and valuable contribution during her years of service as a Director and wish her all the best for the future.

## Voting on the Resolutions

The Directors of the Company strongly recommend that shareholders:

- vote **in favour** of resolutions 2, 3(a) and 3(b); and
- vote **against** resolutions 4(a), 4(b) and 5.

All resolutions being considered at the AGM will be decided on a poll.

**Submitting Your Vote Ahead of the AGM**

A voting form is enclosed. If you are unable to attend the AGM, you may lodge a direct vote or appoint a proxy. If you intend to appoint a proxy to attend on your behalf, I encourage you to consider directing your proxy on how to vote on each resolution by marking either the “for” “against” or “abstain” boxes for each resolution. Your direct vote or completed proxy form must be lodged no later than 3.00 p.m. (AEDT) on Tuesday, 26 November 2024 to be valid for the AGM. Instructions on how to lodge a direct vote or appoint a proxy are on the voting form and are on pages 7 and 8 of the Notice of AGM.

**Questions**

The other Directors and I welcome the opportunity to engage with shareholders at the AGM. Should you have any questions for the AGM, we encourage you to submit these online at <https://investorcentre.linkgroup.com> by logging into your holding, selecting voting and then ‘ask a question’. Questions should be submitted by no later than 10.00 a.m. (AEDT) on Monday, 25 November 2024. We will endeavour to address as many of the more frequently raised relevant questions as possible, during the AGM. However, there may not be sufficient time available to address all the questions raised. Please note that individual responses will not be sent to shareholders.

In the event it is necessary for AVJennings to provide further updates on the arrangements for the AGM, we will do so through the market announcements platforms of the ASX and SGX.

On behalf of the Board, I look forward to welcoming you to the AGM and thank you for your continued support of AVJennings.

Yours sincerely,



Simon Cheong  
Chairman