

# **CONSTITUTION**

**Proprietary Limited Company**

**REEL HOUSE PRODUCTIONS AUSTRALIA PTY LTD**

**A.C.N. 633 413 135**

Incorporated in Victoria

Last Updated: May 2019

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## **PREAMBLE**

The purpose of this Constitution is to:

- A. Provide a point of reference for the due administration of the affairs of the Company;
- B. Regulate the dealings between the Company and its Members; and
- C. Regulate the dealings between the Members themselves with respect to their participation in the Company.

## **THIS CONSTITUTION provides as follows:**

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### **1. NAME AND LIMITATION OF LIABILITY**

- 1.1 The name of the Company is:

**REEL HOUSE PRODUCTIONS AUSTRALIA PTY LTD**

- 1.2 The liability of its members is limited to any amount owing on their Shares.

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### **2. REPLACEABLE RULES**

- 2.1 The Replaceable Rules of the Law do not apply to the Company.
- 2.2 This Constitution sets out the basis for the administration and management of the Company.
- 2.3 Nothing in this Constitution is intended to derogate from the Law, and the mandatory provisions of the Law prevail over anything in this Constitution to the extent they are inconsistent.
- 2.4 Unless otherwise specifically stated, words used in this Constitution have the same meaning as those terms have under the Law.

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### **3. PROPRIETARY COMPANY**

- 3.1 The Company is registered as a proprietary company limited by shares under the Law. As such, the Company must not:
- (a) Have a membership in excess of 50 persons (counting joint holders of Shares as one person, and not counting any person in the employment of the Company or of its subsidiary who was and has continued to be a Member of the Company); and
  - (b) Engage in any activity that would require the lodgement of a regulated product disclosure statement or prospectus under the capital raising provision of the Law.
- 3.2 The Company has all the powers of a natural person. Without limiting this authority, the Company may:

- (a) Issue and cancel shares, including bonus shares, redeemable or non-redeemable preference shares, and partly paid shares;
- (b) Issue debentures of the Company;
- (c) Grant options over unissued shares;
- (d) Distribute Company property among members, whether in kind or otherwise;
- (e) Borrow money;
- (f) Give security by charging uncalled capital of the Company;
- (g) Grant a fixed or floating charge over Company property;
- (h) Open and operate a bank account; and
- (i) Obtain the registration or recognition of the Company as a body corporate in any jurisdiction.

3.3 The Company may in the capacity as a trustee carry on any business if (and only if) the effect of doing so would not infringe any provision of the Law.

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## **4. SHARE CAPITAL**

### **4.1 Member Consents**

- (a) Each Member consents to his or her name being entered in the Company's register of members in respect of the Shares held, acquired or subscribed by the Member, and agrees to take such Shares with the benefit of the rights and subject to the restrictions contained in this Constitution from time to time.
- (b) Each Member consents to the subscriptions for and transfers of the Shares that have taken place prior to the Effective Date. Each Member irrevocably waives (and agrees to procure the waiver of) any rights or restrictions which may exist in this Constitution or otherwise which might prevent or invalidate any such subscriptions or transfers.
- (c) The Company acknowledges that each Member has consented to the subscriptions for and transfers of the Shares that have taken place prior to the Effective Date.

### **4.2 Issue Of Shares**

The Directors may issue Shares to whom and as they think fit, subject only to this Constitution and the Law.

### **4.3 Unissued Shares**

Subject to this Constitution and to the Law, and to any special rights attached to any Shares for the time being on issue:



- (a) All unissued Shares are under the absolute control of the Directors;
- (b) The Directors may determine the price of any Shares they issue;
- (c) The Directors must preserve any special rights conferred on the holders of existing Shares;
- (d) The Directors may classify, allot, grant options over or otherwise dispose of or deal with unissued Shares:
  - (i) to the persons;
  - (ii) on the terms and conditions;
  - (iii) for the consideration, and subject or not to the payment of any part of the amount thereof in cash; and
  - (iv) with full power to give to any person the call of any Shares as the Directors may determine in their absolute discretion; and
- (e) Any Shares may be issued as a class with:
  - (i) preferential, deferred, qualified or special rights, privileges or conditions; or
  - (ii) restrictions including (but not limited to) regarding Dividends, voting or the return of capitalas the Directors may from time to time determine.

#### **4.4 Specified Share Rights And Classes**

- (a) Without limiting Article 4.3, Shares issued by the Directors may be of a class described in Schedule A, or as otherwise authorised by this Constitution.
- (b) The rights attaching to each class of Shares set out in the Schedule A are subject to the rights, privileges and conditions attached to each other class of Shares provided for in, or that may be validly issued pursuant to this Constitution.
- (c) Without limiting the authority conferred on the Directors to issue Shares of different classes, and subject to the Law, the Directors may issue preference shares that are:
  - (i) redeemable or non-redeemable; and
  - (ii) liable to be redeemed, or preference shares that are liable to be redeemed at the option of the Company.

#### **4.5 Brokerage And Commissions**

The Company may, subject to the Law, pay brokerage or commissions to a person in respect of that person or another person agreeing to take up Shares in the Company.

#### **4.6 Re-Designation Of Shares**

(a) At any time, and with:

- (i) the consent in writing of the holders of no less than 75% of the issued Shares of that class (unless a different percentage is specified in respect of that class); or
- (ii) the sanction of a Special Majority Vote passed at a separate meeting of the holders of the Shares of that class

the Directors may re-classify or re-designate all or some of the Shares of that class to be:

- (iii) a new class of Shares; or
- (iv) part of an existing class of Shares.

(b) Shares subject to a re-classification or re-designation under Article 4.6(a) may (if re-classified or re-designated to be a new class of Shares) be issued with:

- (i) preferential, deferred, qualified or special rights, privileges or conditions; or
- (ii) restrictions including (but not limited to) regarding Dividends, voting or the return of capital

as the Directors may from time to time determine.

#### **4.7 Variation Of Class Rights**

If at any time the Share capital is divided into different classes of Shares, the rights attached to any class may, whether or not the Company is being wound up, be varied with:

- (a) the consent in writing of the holders of no less than 75% of the issued Shares of that class (unless a different percentage is specified in respect of that class); or
- (b) the sanction of a Special Majority Vote passed at a separate meeting of the holders of the Shares of that class.

#### **4.8 Share Certificates**

- (a) A person whose name is entered as a Member in the register of Members is entitled to receive a certificate in respect of the Share in accordance with the Law, without payment.

- (b) In respect of jointly held Shares, the Company is not bound to issue more than one certificate, and only to the joint holder first named in the register of Members.
- (c) Delivery of a certificate for a Share to one of several joint holders is sufficient delivery to all joint holders.

#### **4.9 Shares Held On Trust**

- (a) Shares held by a Member as trustee of a trust estate may be marked in the register of Members of the Company in such a way as to identify them as being held in respect of that trust, but:
  - (i) no liability is created by that marking; and
  - (ii) the Company is not affected with notice of any trust so recorded.
- (b) Notwithstanding the provisions of Article 4.9(a), the Company is not bound by or compelled in any way to recognise or to investigate:
  - (i) any equitable, contingent, future or partial interest in any Share;
  - (ii) the holding of any Share on trust;
  - (iii) any dealing by a trustee in respect of Shares; or
  - (iv) (except as expressly provided by the Law or this Constitution), any other right in respect of a Share

except an absolute right of ownership in the registered holder.

#### **4.10 Infants**

Where any Shares are held in the name of an infant:

- (a) any acts done in relation to those Shares by any parent or legally constituted or appointed guardian of that infant acting or purporting to act or claiming to act for or on behalf of the infant, and accepted by the Company:
  - (i) is valid against the Company; and
  - (ii) the Company is not bound or concerned to inquire as to:
    - A. the authority of the parent or guardian to act on behalf of the infant; or
    - B. the validity or propriety of the proposed transaction;
- (b) the parent or guardian of the infant Member may:
  - (i) claim and receive from the Company any Dividend, bonus return of capital or other moneys payable in the name of the infant, and give valid and binding receipts and discharge in respect thereof;

- (ii) sign and execute transfer notices and transfers in respect of any Shares standing in the name of the infant;
  - (iii) consent to any variation of the rights attached to the Shares or any of them standing in the name of the infant; and
  - (iv) attend meetings of the Company (or of any class of members) in the place of the infant and vote thereat in respect of the Shares standing in the name of the infant in the same manner as the infant himself could do if of full age; and
- (c) an application for the allotment of Shares or the acceptance of a transfer of Shares to an infant may be signed by any parent or legally constituted guardian of the infant acting or purporting to or claiming to act on behalf of the infant, and that signature is valid and sufficient

**BUT** this Article does not apply in the case where a parent or guardian of an infant or proposed member has served upon the Company written notice stating that the parent or guardian objects to the application of this Article, unless the person giving the notice withdraws that notice or dies or (if a guardian of the infant) ceases to act as that guardian.

#### **4.11 Options**

- (a) Subject to this Constitution and the Law, the Directors may grant to any person an option to acquire or subscribe for Shares during such time and for such consideration as they think fit.
- (b) An Option must be granted on terms such that the issue of a Share pursuant to the exercise of the Option complies with this Constitution and the Law.

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## **5. OFFERS OF SHARES**

### **5.1 Pre-Emption On Issue Of New Shares**

- (a) Subject to any direction to the contrary given by the Members of the Company by way of a Special Majority Vote in a general meeting, before issuing new Shares (or options over Shares) to any person, all un-issued Shares of a particular class must, before being issued to a person who is not a Member, be offered to the existing Members in accordance with this Article 5.1.
- (b) The offer must be made by notice specifying the number and class of Shares being offered (the **Issue Shares**).
- (c) The notice must specify that the Member has a period of at least 10 Business Days from the date of such notice within which to apply for some or all of the Issue Shares.
- (d) It must be a term of the offer under this Article 5.1 that, if Members of more than one class apply for some or all of the Issue Shares, the Issue Shares are treated as having been offered:

- (i) first, to all persons holding Shares of the same class as the Issue Shares, in priority to the remaining classes of Members; and
  - (ii) thereafter, to the extent that all of the Issue Shares have not been applied for by such class of Members, the Issue Shares are to be treated as having been offered to all of the Members holding the remaining classes of Shares.
- (e) It must be a further term of the offer that, if there is competition within any class of Members for the Issue Shares treated as having been offered to that class, such Issue Shares are treated as offered among such class of Members in proportion (as nearly as may be, ignoring fractions of Shares) to their existing holdings of Shares of the class to which the offer is treated as having been made (the **Proportionate Allocation**). However, in their application for Issue Shares a Member may, if they so desire, indicate that they would be willing to purchase a particular number of Shares in excess of his Proportionate Allocation (**Extra Shares**).
- (f) In respect of each of the categories of offeree, the Company must allocate the Issue Shares as follows:
  - (i) If the total number of Issue Shares applied for is equal to or less than the available number of Issue Shares, each Member must be allocated the number applied for in accordance with his application; or
  - (ii) If the total number of Issue Shares applied for is greater than the available number of Issue Shares, each Member must be allocated his Proportionate Allocation, or such lesser number of Issue Shares for which he has applied, and applications for Extra Shares must be allocated in accordance with such applications or, in the event of competition, among those Members applying for Extra Shares in such proportions as equal (as nearly as may be) the proportions of all the Shares of the same class held by such Members.
- (g) Allocations of Issue Shares made by the Company pursuant to Article 5.1(f) constitutes the acceptance by the persons to whom they are allocated of the offer to subscribe for those Issue Shares on the terms offered to them, provided that no person is obliged to take more than the maximum number of Issue Shares that they has indicated to the Company they are willing to subscribe for.
- (h) The Company must forthwith on allocating any Issue Shares give notice in writing (an **Allocation Notice**) to each person to whom Issue Shares have been so allocated of the number of Issue Shares so allocated and the aggregate subscription price payable. Completion of the issue of those Issue Shares in accordance with the Allocation Notice must take place no later than within 20 Business Days after the date of the Allocation Notice, whereupon the Company must, upon payment by the offeree of the subscription price due in respect thereof, issue those Issue Shares specified in the Allocation Notice to the persons to whom they have been allocated and deliver the relevant Share certificates.

- (i) The Directors may issue any Issue Shares that are not otherwise subject to an Allocation Notice (**Residual Shares**) as they think fit, subject only to this Constitution and the Law

**PROVIDED THAT** any Residual Shares must not be offered to any person on terms that are more favourable than those terms on which such Shares were first offered to Members pursuant to this Article 5.1. Without limiting the forgoing, the Directors may issue the Residual Shares to one or more third parties who are not an existing Member of the Company.

- (j) All persons to whom new Shares are to be issued must sign a form of application as the Company may from time to time prescribe, including an undertaking to be bound by the terms of this Constitution.

## **5.2 Limited Application Of Pre-Emption On Issue Of New Shares**

The provisions of Article 5.1 do not apply to:

- (a) An issue of Shares pursuant to the exercise of an option duly granted by the Company pursuant to this Constitution over one or more un-issued Share in the Company; or
- (b) Offers of unissued Shares where the Company has only one Member who is also the sole Director.

## **5.3 Waiver Of Pre-Emption Right**

The Members of the Company may by unanimous written agreement waive compliance with the pre-emption on issue procedures set out in Article 5.1, either in respect of one or more issues of Shares, or for one or more periods of time.

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# **6. TRANSFER OF SHARES**

## **6.1 Transfers And Encumbrances**

- (a) No transfer of the beneficial interest in any Share may be made if this Constitution would not permit a transfer of the legal ownership of such Share.
- (b) Any dealing with any Share in violation of any of the provisions of this Constitution is void.
- (c) Each Member agrees with the Company and the other Members that, in addition to the requirements of this Constitution, he or she will not create or allow to be created any claim, charge, lien, encumbrance or equity on or over or affecting any of his Shares unless:
  - (i) the Board gives its written consent; and
  - (ii) the proposed holder of the encumbrance expressly agrees in writing that its security is subject to the rights of the other Members under this Constitution.

## 6.2 Permitted Transfers

- (a) The restriction on transfers of Shares provided for in this Constitution does not apply to a *bona fide* transfer of Shares:
  - (i) to the Spouse of a Member;
  - (ii) to the Personal Representative of a Member pursuant to Article 6.3;
  - (iii) to any nominee who, immediately after the transfer, will hold the Shares only as a bare nominee for the Member;
  - (iv) merely for the purpose of effectuating the appointment or retirement of a trustee of an existing trust on which the Shares are held;
  - (v) if the Member is a company, to any Related Body Corporate of the Member, or to the shareholders of the Member in proportion to their shareholdings in the Member;
  - (vi) to a beneficiary (or beneficiaries) of a superannuation fund (in respect of which the beneficiary is a trustee or a director of the trustee company);
  - (vii) next of kin of a deceased Member; or
  - (viii) where the transfer is approved by a Special Majority Vote of the Board.
- (b) For the purposes of this Constitution:
  - (i) the recipient of the Shares pursuant to a transfer under Article 6.2(a) is a **Permitted Transferee**; and
  - (ii) subject to Article 6.9 (Compliance), the Company is obliged to register any transfer made pursuant to a Permitted Transfer described in this Article 6.2.

## 6.3 Transmission Of Shares

- (a) In the case of the death of a Member, the survivor (where he was a joint holder), or the Personal Representative (where he was a sole holder) is the only persons recognised by the Company as having any title or interest in the Share.
- (b) Notwithstanding Article 6.3(a), the estate of a deceased joint holder is not released from any liability in respect of a Share that had been jointly held by him with other persons.
- (c) Subject to this Constitution (and in particular the provisions of Article 6) and to the *Bankruptcy Act 1966* (Cth), a person becoming entitled to a Share in consequence of the death or bankruptcy or mental incapacity of a Member may upon giving evidence of this to the Directors' reasonable

satisfaction, elect to register the Share in his own name or that of a nominee. This election must be in writing and executed by the person taking transfer of the Share.

#### 6.4 Pre-Emption Rights

- (a) Except in the case of a transfer pursuant to Article 6.2 (**Permitted Transfers**) or Article 6.6 (**Come Along**), a Member who wishes to transfer any Shares (the **Seller**) must give notice in writing of such wish to the Company (a **Transfer Notice**).
- (b) Each Transfer Notice must:
  - (i) Relate to one class of Shares only;
  - (ii) Relate to a Minimum Parcel of Shares, unless the Transfer Notice is a “deemed” transfer notice under another Article of this Constitution

**AND** if the transfer would otherwise result in the Member holding less than a Minimum Parcel of Shares: the transfer must relate to the whole of the Member’s shareholding in the Company

in each case, unless the Board consents in writing to a lower number of Shares;
  - (iii) Specify the number and class of Shares which the Seller wishes to transfer (the **Sale Shares**);
  - (iv) Specify the identity of any person to whom the Seller wishes to transfer the Sale Shares (the **Proposed Transferee**);
  - (v) Specify the price per Share (the **Proposed Sale Price**) at which the Seller wishes to transfer the Sale Shares;
  - (vi) Be deemed to constitute the Company as the Seller’s agent for the sale of the Sale Shares at the Sale Price in the manner prescribed by this Constitution; and
  - (vii) Not be varied or cancelled until the expiry of 20 Business Days from the determination of the Sale price under Article 6.5.
- (c) The Seller may provide in the Transfer Notice that unless buyers are found for all or not less than a specified number of the Sale Shares, they are not bound to transfer any of such Shares (**Minimum Transfer Condition**), and any such provision is binding on the Company.
- (d) Notwithstanding Article 6.4(c), if the Transfer Notice contains a Minimum Transfer Condition, the Company may not make any allocation of Sale Shares unless and until it has found buyers for the minimum number specified in the Minimum Transfer Condition.



- (e) The Company may within 5 Business Days of determining the Sale Price under Article 6.5, give a notice to the Seller stating that the Company wishes to repurchase the Sale Shares, in which case the Seller will be bound on payment of the Sale Price, to transfer or redeem the Sale Shares to the Company, with settlement to occur within 30 Business Days of the determination of the Sale Price.
- (f) If the Company does not exercise the repurchase option under Article 6.4(e) then, subject to the application of Article 6.4(g), the Company must within 10 Business Days of determining the Sale Price under Article 6.5 give notice in writing to each of the Members (other than the Seller) offering for sale the Sale Shares at the Sale Price.
- (g) If the Board considers that the provisions of Article 6.4(f) could mean that the offer of the Sale Shares would require a prospectus, the Board must devise such other method of offering such Sale Shares which does not require a prospectus, (including, but without limitation, offering the Sale Shares to a limited number of Members selected by such method as the Board shall determine in its absolute discretion).
- (h) The notice provided under Article 6.4(f) must specify that the Member has a period of 15 Business Days from the date of such notice within which to apply for some or all of the Sale Shares. It must be a term of the offer that, if Members of more than one class apply for some or all of the Sale Shares, the Sale Shares are treated as having been offered:
  - (i) first, to all persons (other than the Seller) holding Shares of the same class as the Sale Shares, in priority to the remaining class of Members; and
  - (ii) thereafter, to the extent that all of the Sale Shares have not been applied for by such class of Members, the Sale Shares are treated as having been offered to all of the Members holding the remaining classes of Shares.
- (i) It must be a further term of the offer that, if there is competition within any class of Members for the Sale Shares treated as having been offered to that class, such Sale Shares are treated as offered among such class of Members in proportion (as nearly as may be) to their existing holdings of Shares of the class to which the offer is treated as having been made (the **Proportionate Allocation**). However, in the application for Sale Shares a Member may, if the Member so desires, indicate they are willing to purchase a particular number of Shares in excess of their Proportionate Allocation (**Extra Shares**).
- (j) In respect of each of the categories of offeree, the Company must allocate the Sale Shares as follows:
  - (i) If the total number of Sale Shares applied for is equal to or less than the available number of Sale Shares, each Member must be allocated the number applied for in accordance with the Member's application; or

- (ii) If the total number of Sale Shares applied for is greater than the available number of Sale Shares:
    - A. each Member must be allocated their Proportionate Allocation, or such lesser number of Sale Shares for which the Member has applied; and
    - B. applications for Extra Shares must be allocated in accordance with such applications or, in the event of competition, among those Members applying for Extra Shares in such proportions as equal (as nearly as may be) the proportions of all the Shares of the same class held by such Members.
- (k) Allocations of Sale Shares made by the Company pursuant to Article 6.4(j) constitutes the acceptance by the persons to whom they are allocated of the offer to purchase those Sale Shares on the terms offered to them, provided that no person is obliged to take more than the maximum number of Sale Shares that the Member has indicated to the Company they are willing to purchase.
- (l) The Company must forthwith on allocating any Sale Shares give notice in writing (a **Sale Notice**) to the Seller and to each person to whom Sale Shares have been so allocated of:
  - (i) the number of Sale Shares so allocated; and
  - (ii) the aggregate price payable therefor.
- (m) Completion of the sale and purchase of the Sale Shares in accordance with the Sale Notice must take place within 20 Business Days after the date of the Sale Notice, whereupon the Seller must, upon payment of the price due in respect thereof, transfer the Sale Shares specified in the Sale Notice to the persons to whom they have been allocated, and deliver the relevant Share certificates.
- (n) Save in the case of an acquisition of Sale Shares by the Company, if the Seller defaults in transferring any Sale Shares pursuant to Article 6.4(m):
  - (i) the Company may receive such purchase money and may nominate some person to execute an instrument of transfer of such Sale Shares in the name and on behalf of the Seller;
  - (ii) when such instrument has been duly stamped, the Company must cause the name of the proposed transferee to be entered in the register of members as the holder of such Sale Shares and hold the purchase money on trust (without interest) for the Seller; and
  - (iii) the receipt of the Company for the purchase money is a good discharge to the proposed transferee (who is not bound to see to the application thereof) and, after his name has been so entered in the register of members, the validity of the proceedings may not be questioned by any person.

- (o) In the case of an acquisition of Sale Shares by the Company, if the Seller defaults in transferring any Sale Shares pursuant to Article 6.4(e):
  - (i) the Company may nominate some person to execute an instrument of transfer of such Sale Shares in the name and on behalf of the Seller (as the Seller's duly authorised attorney);
  - (ii) when such instrument has been duly stamped, the Company must cause such Share capital to be cancelled in accordance with the Act; and
  - (iii) the Company must hold the purchase money due to the Seller on trust (without interest) for the Seller.
- (p) If all the Sale Shares are not sold under the pre-emption provisions contained in these Articles 6.4(a) to 6.4(o) (inclusive), the Company shall (forthwith upon the exhaustion of such provisions):
  - (i) notify the Seller that the pre-emption provisions have been exhausted; and
  - (ii) the Seller may at any time within 3 calendar months after receiving such notification, transfer to the Proposed Transferee any unsold Sale Shares at any price not less than the Sale Price, provided that:
    - A. if the Seller stipulated in the Transfer Notice a Minimum Transfer Condition which has not been satisfied, the Seller shall not be entitled to sell any Sale Shares unless the Seller complies with such Minimum Transfer Condition; and
    - B. if the Seller stipulated any other conditions in the Transfer Notice, the Seller shall not be entitled to sell any Sale Shares unless the Seller imposes conditions on the sale to the third party which are at least as onerous as those conditions; and
    - C. any such sale shall be a sale in good faith; and
    - D. the Directors may as a transfer condition require the Seller to satisfy the Directors (in such manner as the Directors may reasonably think fit) that the Sale Shares are being sold for not less than the Sale Price (without any deduction, rebate or allowance whatsoever), and otherwise on no less favourable conditions, and if the Directors are not so satisfied, the Directors may refuse to register the transfer.

## **6.5 Sale Price**

- (a) The Sale Price in respect of the Sale Shares is:
  - (i) the Proposed Sale Price specified by the Seller; or

- (ii) at the option of the Company:
  - A. where the Board does not accept that the Proposed Sale Price represents a fair value for the Sale Shares; and
  - B. the Seller and the Company are not able to agree on a Sale Price by negotiation within 10 Business Days of receipt of the Transfer Notice

the fair value to be fixed in accordance with Article 6.5(b).
- (b) For the purposes of this Article, the fair value of the Sale Shares must be determined as follows:
  - (i) The fair value of the Sale Shares must be determined as the relevant proportion of the fair value of the Company as a whole, and on the assumption of a going concern, (unless the assumption of a going concern cannot reasonably be made);
  - (ii) No allowance is to be made for any “minority discount” that would ordinarily attach to the Sale Shares (if any);
  - (iii) The fair value of the Sale Shares must be determined by an independent valuer appointed jointly by the Seller and the Company, or in the absence of such agreed appointment within 5 Business Days, a valuer appointed by the President of the *Law Society* of the State on the application of either party (the **Valuer**);
  - (iv) In determining the fair value of the Shares the Valuer may take into account any *bona fide* third party offer to purchase the Sale Shares that has been received by the Seller as a material but not determining factor;
  - (v) The Valuer must certify in writing the sum which, in the Valuer’s opinion, is the fair value of the Sale Shares and give notice in writing to both parties of the sum so certified. In certifying as to the fair value of the Sale Shares, the Valuer acts as an expert and not an arbitrator; and
  - (vi) The costs of the Valuer must be borne equally by the Seller and the Company.
- (c) The fair value fixed in accordance with this Article 6.5 will be binding and the Seller must complete the transfer of the Sale Shares at the fair value so fixed by the Valuer.

## **6.6 Qualifying Offers (Come Along)**

- (a) In this Constitution a **Qualifying Offer** means a *bona fide* offer at arm’s length in writing by or on behalf of any person (the **Outside Offeror**) to the holders of all Shares in the Company to acquire all their Shares.

- (b) For the purposes of Article 6.6(a), an offer from a party who is an Associate of a person holding no less than 50% of the ordinary Shares in the Company does not constitute a bona fide offer at arm's length.
- (c) If the holders of not less than 75% in nominal value of the fully-paid Ordinary Shares then on issue (the **Accepting Members**) wish to accept the Qualifying Offer, then the provisions of Articles 6.6(d) to 6.6(f) (inclusive) apply.
- (d) The Accepting Members must give written notice (the **Come Along Notice**) to the remaining Members (the **Other Members**) of their wish to accept the Qualifying Offer and the Other Members are, subject to the operation of Article 6.6(e), thereupon unconditionally bound to:
  - (i) accept the Qualifying Offer;
  - (ii) provide to the Outside Offeror a warranty that they hold full title to their Shares; and
  - (iii) transfer their Shares to the Outside Offeror (or his nominee) on the date specified by the Accepting Members.
- (e) The Other Members:
  - (i) have the right (between them in proportion to their respective holdings of Shares on the date of the relevant Come Along Notice, or in such other proportions as they agree between them and specify in that notice) to purchase all (and not only a proportion) of the Shares proposed to be sold by the Accepting Members pursuant to the relevant Qualifying Offer (the **Assented Shares**) for the same price and on the same terms (save that any counter-offer must be unconditional in all respects) as the said offer, and in priority to the rights of the Outside Offeror under such offer; and
  - (ii) must between them:
    - A. notify the Accepting Members of the exercise of that right by written notice (a Matching Notice) given within 15 Business Days of the giving of the Come Along Notice; and
    - B. complete the purchase within the earlier of the completion date contemplated in the Qualifying Offer and 40 Business Days of the serving of the Matching Notice.
  - (iii) If a Matching Notice is served it obliges the Accepting Members and the Other Members who served the Matching Notice to complete the sale and purchase of the Assented Shares on the said terms, and Article 6.6(f) shall apply *mutatis mutandis* for that purpose.
- (f) If any Other Member does not, within 5 Business Days of being required to do so, execute and deliver transfers in respect of the Shares held by them

and deliver the certificate(s) in respect of the same (or a suitable indemnity in lieu thereof), then any Accepting Member are entitled to:

- (i) execute, and are entitled to authorise and instruct such person as they think fit to execute, the necessary transfer(s) and indemnities on the Other Members' behalf (as their duly appointed attorney);
- (ii) against receipt by the Company (on trust for those shareholders) of the consideration payable for the relevant Shares, deliver such transfer(s) and certificate(s) or indemnities to the Outside Offeror (or his nominee); and
- (iii) register that Outside Offeror (or his nominee) as the holder thereof

**AND** after such registration, the validity of such proceedings may not be questioned by any person.

## **6.7 Qualifying Disposals (Tag Along)**

- (a) If at any time one or more Members (the **Proposed Sellers**) propose to sell, in one or a series of related transactions (the **Proposed Transaction**), more than 50% in nominal value of the fully-paid Ordinary Shares (the **Majority Holding**) to any person, other than pursuant to Article 6.2 (**Permitted Transfers**) or Article 6.6 (**Come Along**), the Proposed Sellers may only sell the Majority Holding if they comply with the provisions of Articles 6.7(c) to 6.7(f) (inclusive).
- (b) For the avoidance of doubt, compliance with the provisions of Articles 6.7(c) to 6.7(f) (inclusive) may be included as a condition precedent to completion of the Proposed Transaction.
- (c) The Proposed Sellers must give written notice (the **Proposed Sale Notice**) to the other holders of the Ordinary Shares of the Proposed Transaction at least 15 Business Days prior to the date on which the Proposed Transaction becomes unconditional or otherwise terminates.
- (d) The Proposed Sale Notice must set out, to the extent not described in any accompanying documents:
  - (i) the identity of the proposed buyer (the **Proposed Buyer**);
  - (ii) the purchase price and other terms and conditions of payment;
  - (iii) the proposed date of sale (the **Proposed Sale Date**); and
  - (iv) the number of Shares proposed to be purchased by the Proposed Buyer (the **Proposed Sale Shares**).
- (e) Any other holder of fully-paid Ordinary Shares in the Company is entitled, by written notice given to the Proposed Sellers within 10 Business Days of receipt of the Proposed Sale Notice, to require the Proposed Sellers to procure the sale of all or some of their fully-paid Ordinary Shares to the

Proposed Buyer on the same terms and conditions as those set out in the Proposed Sale Notice.

- (f) If any other holder of Shares is not given the rights accorded him by the provisions of this Article 6.7, the Proposed Sellers is required not to complete the Proposed Transaction, and the Company is bound to refuse to register any transfer intended to carry the Proposed Transaction into effect.

## **6.8 Take-Over Of Member**

- (a) On the date when a Change-in-Control of a Member (the **Taken-Over Party**) occurs, the Taken-Over Party is deemed to have issued a notice in writing (the **Transfer Notice**) to the Company and to the other Members (the **Receiving Parties**) offering to sell all of the Shares held by the Taken-Over Party (the **Offered Shares**) to the Receiving Parties (the **Offer**) at an open market value per Share determined by an Independent Valuer appointed by the Company:
  - (i) as at the date when the change in control took place;
  - (ii) at the cost of the Taken-Over Party;
  - (iii) on the instructions of the Company or one or more other Members; and
  - (iv) within 10 Business Days of receiving those instructions.
- (b) Any of the Receiving Parties (the **Buying Parties**) may, within 20 Business Days of receiving the determination of the Independent Valuer under Clause 6.8(a), by notice in writing to the Taken-Over Party, accept the Offer.
- (c) Where there is more than one Buying Party, each may agree to accept all or any of the Offered Shares, but in total not less than all of the Offered Shares, and if on acceptance the demand by the Buying Parties exceeds the number of Offered Shares, the Offer is deemed to be accepted by the Buying Parties *pro-rata* to their existing shareholdings.
- (d) Completion of the sale of the Offered Shares accepted by a Buying Party must take place within 20 Business Days after the date that notice under Clause 6.8(b) accepting the Offer is given to the Taken-Over Party at a time and place to be agreed by the Buying Party and the Taken-Over Party, or failing agreement, at 11.00am on the next Business Day after the 20 Business Day period at the registered office of the Company.
- (e) On completion of the sale of the Offered Shares:
  - (i) the Buying Parties must pay the purchase price to the Taken-Over Party for the Offered Shares accepted by the Buying Parties; and
  - (ii) the Taken-Over Party must deliver to the Buying Parties the certificates for the Offered Shares and transfers of the Offered Shares executed by the Taken-Over Party.

- (f) If the Taken-Over Party defaults in complying with Clause 6.8(e), the Company is irrevocably authorised by the Taken-Over Party to receive the purchase money and to execute transfers of the Offered Shares to the Buying Parties on behalf of the Taken-Over Party. Following execution and stamping of the appropriate transfers, the Trustee must register the transfers of the Offered Shares and the Company must hold the purchase money on trust for the Taken-Over Party. The receipt of the Company for the purchase money is a good discharge to the Buying Parties and after their names have been entered in the register under this Clause 6.8(e)(ii) the validity of the actions of the Company hereunder may not be questioned by any person.

## **6.9 Compliance**

For the purpose of ensuring compliance with the transfer provisions in this Article 6, the Company may require any Member to procure that:

- (a) he or she; or
- (b) any Proposed Transferee; or
- (c) such other person as is reasonably believed to have information and/or evidence relevant to such purpose

provides to the Company any information and/or evidence relevant to such purpose and until such information and/or evidence is provided:

- (d) the Company must refuse to register any relevant transfer; and/or
- (e) the Company must refuse to recognise the bearer of any Shares, or permit such person to exercise any right as a member of the Company; and/or
- (f) if such Member is not a Defaulting Member, such Member must forthwith be treated as being a Defaulting Member under this Constitution.

## **6.10 Procedures**

- (a) Subject to the provisions of this Constitution:
  - (i) a Member may transfer all or any of his Shares by instrument in writing in any usual or common form, or in any other form that the Directors may from time to time approve;
  - (ii) an instrument of transfer referred to in this Article must be executed by both the transferor and the transferee;
  - (iii) a transferor of a Share remains the holder thereof until the transfer is registered and the name of the transferee is entered in the Register of Members in respect of that Share;
  - (iv) the instrument of transfer must be left for registration at the registered office of the Company, accompanied by the certificate (if any) of the Shares to which it relates, and such other information as



the Directors reasonably require to show the right of the transferor to make the transfer;

- (v) following satisfaction of the matters set out in Article 6.10(a)(iv), the Directors must, subject in each case to the powers and discretions vested in the Directors under this Constitution, register the transferee as a Member; and
  - (vi) the registration of transfers may be suspended at such times and for such periods as the Directors from time to time determine, but not exceeding in whole 60 Business Days in any calendar year.
- (b) The same terms and conditions as are set out in Article 6.10(a) apply in relation to the transfer of options to take up Shares.

#### **6.11 General Discretion Not To Register A Share Transfer**

- (a) Subject only to Article 6.2, the Directors may refuse to register a transfer of Shares for any reason they think fit.
- (b) The Company must give written notice to the person who lodged the transfer within 5 Business Days after a refusal to register a transfer.
- (c) Except in the case of suspected fraud, they must return the transfer to that person.

#### **6.12 Suspension Of Share Transfers**

The Directors may suspend registration of transfers for a specified period at any time, provided the total period of suspension in a calendar year is no more than 20 Business Days.

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### **7. MEMBER WARRANTIES**

#### **7.1 General Member Warranties**

Each Member warrants and represents in respect of itself to each of the other Members and the Company, as a condition of holding Shares in the Company that:

- (a) the Company's register contains a complete list of the amounts paid (directly or indirectly in the form of an initial subscription of cash in a company that is now a subsidiary company) by that Member on the acquisition of the Shares held by that Member as at the Effective Date;
- (b) the acquisition and holding of Shares is properly authorised by all necessary corporate action by it;
- (c) it has full corporate power and lawful authority to acquire and hold Shares and to perform or cause to be performed all its obligations under this Constitution; and
- (d) the terms of this Constitution do not conflict with or result in the breach of or default under the provision of its constitution or any material term or

provision of any agreement or any writ, order or injunction, judgment, law, rule or regulation to which it is a party or is subject or by which it is bound.

## **7.2 Corporate Member Warranties**

Each Member that is a body corporate warrants and represents in respect of itself to each of the other Members and the Company, as a condition of holding Shares in the Company that:

- (a) it is a body corporate duly incorporated under the law of the place of its incorporation;
- (b) it has power and authority to comply with the terms and conditions set out in this Constitution;
- (c) all necessary meetings have been held and all necessary, all necessary resolutions passed and all consents obtained to authorise it to bound by this Constitution and to perform in accordance with its terms; and
- (d) performance in accordance with the terms of this Constitution will not violate:
  - (i) the Member's constitution or any other constituent documents; or
  - (ii) any other agreement or document which is binding on it or its assets.

## **7.3 Trustee Member Warranties**

If any Member (a **Trustee Member**) acquires Shares in the capacity as trustee for a trust (a **Trust**), whether or not the other parties have notice of this fact, the Trustee Member agrees with the Company and each other Member that:

- (a) the Trustee Member is liable both personally and in his, her or its capacity as trustee of the Trust;
- (b) the Trustee Member will not retire or resign as trustee or appoint a new or additional trustee in respect of the Trust without the written consent of the Company. Such consent must not be unreasonably withheld, provided that the Trustee Member ensures that any new or additional trustee executes a document (in a form reasonably satisfactory to the Board) agreeing to be bound by the terms of this Constitution as though it were the original Trustee Member;
- (c) the Trustee Member has become bound by this Constitution as part of the due and proper administration of the Trust and for the benefit of the beneficiaries or unit holders (as the case may be) of the Trust;
- (d) the Trustee Member has power under the document establishing the Trust to execute and perform the Trustee Partner's obligations under this Constitution, and all necessary action has been taken to authorise performance in accordance with this Constitution under that document;

- (e) the Trustee Member has an unrestricted and unlimited right to be fully indemnified out of the assets of the Trust; and
- (f) the Trustee Member will not in any way vary the terms of the Trust without the written consent of the Company.

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## **8. MEMBERS' REPRESENTATIVES**

- 8.1 A corporation that is a Member (whether as a trustee or otherwise) may appoint in writing to the Company a Member's Representative to attend Meetings and perform other tasks and obligations on behalf of the Member.
- 8.2 An appointment under this Article 8 is valid until such appointment is duly revoked and notice of its revocation is served upon the Company.
- 8.3 Each Member's Representative must:
  - (a) be appointed as the agent and representative of their respective Member; and
  - (b) perform the tasks and obligations of their respective Member (as agent) that must be performed by a natural person, including but not limited to attendance at Meetings.

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## **9. DUTY OF GOOD FAITH & DISCLOSURE OF CONFLICT OF INTEREST**

- 9.1 Each Member agrees to at all times to:
  - (a) act in good faith towards each other Member and the Company, and give to each other full information and truthful explanation of all matters relating to the affairs of the Company;
  - (b) act in the best interests of the Company;
  - (c) allow the Company to conduct the Business as a commercial venture;
  - (d) deal with the Company on open market and arm's length terms; and
  - (e) otherwise perform and observe all of the obligations of the Member to be performed or observed under this Constitution.
- 9.2 Each Member must make a full and complete disclosure in writing to the other Members of the existence, nature and extent of any conflict of interest or any fact or circumstance likely to result in a conflict of interest that it may have with its duties and obligations under this Constitution or with the affairs and aspirations of the Company forthwith upon becoming aware of such conflict, fact or circumstance.

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## **10. MEMBER DEFAULT**

### **10.1 Defaulting Members**

- (a) If a Member (the **Defaulting Member**) fails to comply with any material condition or obligation which must be complied with by a Member under

this Constitution (an **Act of Default**), another Member or other Members (in each case holding Ordinary Shares) may give the Defaulting Member a notice (the **First Default Notice**) requiring that Act of Default to be remedied within not less than 10 Business Days from the date of service of the First Default Notice.

- (b) If the Act of Default referred to in Article 10.1(a) is not remedied within the period specified in the First Default Notice, another Member or other Members (in each case holding Ordinary Shares) may give the Defaulting Member a further notice (the **Second Default Notice**) to remedy the Act of Default.
- (c) The Second Default Notice must be given within 60 Business Days of the service of the First Default Notice.
- (d) The Second Default Notice must give notice to the Defaulting Member that, if the Act of Default is not remedied within not less than 10 Business Days from the date of service of the Second Default Notice:
  - (i) The Defaulting Member is deemed to have served a Transfer Notice under and pursuant to Article 6.4(a);
  - (ii) The deemed Transfer Notice is deemed:
    - A. to be complete in all respects;
    - B. not to impose any Minimum Transfer Conditions; and
    - C. to specify a Proposed Sale Price equal the fair Market Value of the relevant Shares as determined in accordance with Article 6.5.
- (e) If the Act of Default is not remedied within the period specified in the Second Default Notice then:
  - (i) The Defaulting Member is deemed to have served a Transfer Notice; and
  - (ii) The deemed Transfer Notice is deemed:
    - A. to be complete in all respects;
    - B. not to impose any Minimum Transfer Conditions; and
    - C. to specify a Proposed Sale Price equal to the fair value of the relevant Shares as determined in accordance with Article 6.5.
- (f) Each Member covenants with each other Member that a Proposed Sale Price equal to the fair value of the relevant Shares as determined in accordance with Article 6.5 is fair and reasonable, given the context in which the Proposed Sale Price would be set.

- (g) A transfer of Shares pursuant to a Transfer Notice given under Article 10.1(e) is without prejudice to any other remedies that may be available to a Member or the Company as a result of the Defaulting Member's Act of Default.

## **10.2 Power Of Attorney In Event Of Default**

- (a) Each Defaulting Member under Article 10.1, upon failing to remedy an Act of Default within the time specified in that Article, irrevocably appoint each of the other Members, jointly and severally its attorney:
  - (i) To sign any instrument on its behalf;
  - (ii) To pay any monies due to be paid by it under this Constitution, on its behalf;
  - (iii) To do any act on its behalf;
  - (iv) To use its name; and
  - (v) To give effect to this Constitution.
- (b) A certificate signed by the other Member or Members that an instrument or act falls within this power of attorney, is sufficient evidence of that matter unless proved incorrect.
- (c) The power of attorney is granted to secure the performance of the obligations of the Members owed under this Constitution.
- (d) A Member may exercise the power of attorney notwithstanding that the exercise of the power constitutes a conflict of interest or duty.
- (e) Each Member must ratify any exercise of a power by an attorney.

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## **11. CALLS ON SHARES AND FORFEITURE**

### **11.1 Calls On Shares**

- (a) Subject to the terms on which a Share is issued to a Member:
  - (i) The Directors may from time to time make calls on the Members in respect of any money that remains unpaid in respect of the issue of any one or more Shares; and
  - (ii) Each Member must, within 10 Business Days of the issue of a notice specifying the place and maximum time for payment, pay to the Company the amount called on that Member's Share or Shares under Article 11.1(a)(i).
- (b) The Directors may at any time:
  - (i) extend the time allowed to pay; or

- (ii) revoke a call

by issue of a notice in writing to the relevant Members.

- (c) No call is payable within 20 Business Days after the date fixed for payment under any preceding call in relation to the same Share.
- (d) Unless otherwise resolved by the Board, any return of capital made to a Member in respect of a partly-paid Share must first be applied (by way of setoff) in paying up any money that remains unpaid in respect of the issue of that Share.

## 11.2 Forfeiture Of Shares

In the event that a Member fails to pay any call within the time allowed under Article 11.1(a)(ii), or fails to pay any instalment towards the subscription price of any Share as agreed at the time of application and subscription:

- (a) The Directors may (until the call or instalment is paid in full) serve a notice on that Member requiring the Member to pay the call or instalment together with:
  - (i) any interest accrued thereon at the rate per annum (if any) agreed at the time of application and subscription (the **Call Rate**) (unless waived); and
  - (ii) all reasonable expenses of the Company arising from the failure to pay and the process of extracting payment(collectively, the **Call Default Fees**);
- (b) The notice must set out:
  - (i) a time and place (at least 10 Business Days after the date of that notice) for payment;
  - (ii) the amount of the call or instalment; and
  - (iii) the amount of interest and expenses (if any) to be paidand state that a failure to pay that amount renders the Share subject to the unpaid call or instalment liable to be forfeited;
- (c) In the event of non-compliance by the Member with the terms of the notice:
  - (i) the relevant Share may be forfeited by a Simple Majority Vote of the Directors;
  - (ii) the forfeiture includes any Dividends declared but remaining unpaid in respect of that Share at the time of the forfeiture; and
  - (iii) an entry of the forfeiture and the date thereof must thereafter be entered into the register of Members;

- (d) A forfeited Share is deemed to be the property of the Company, and the Directors may deal with that Share as they think fit;
- (e) Any Member whose Share has been forfeited remains liable for the payment of all calls and instalments, interest and expenses owing in respect of that Share, and the outstanding amount accrues interest at a rate per annum agreed at the time of application and subscription (if any), and in the absence of such agreement, at the Standard Rate (the **Call Default Rate**) until payment in full of those amounts. The Directors may enforce the payment of this amount but are not under any obligation so to do; and
- (f) Subject to the Law, the forfeiture of a Share results in the complete extinction of all interests and claims and demands against the Company in respect of that Share, and all other rights provided for herein in respect of that Share.

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## **12. LIEN OVER SHARES**

12.1 Subject to Article 12.2 and the Law, the Company has a first lien on:

- (a) Every Share of a Member (not being a fully paid Share) for all money called or payable in respect of that Share, and any Dividends declared thereon; and
- (b) All Shares (other than a fully paid Share) registered in the name of a single person for all money presently payable by that person or that person's estate to the Company.

12.2 The Directors may at any time and from time to time declare any Share to be wholly or in part exempt from the provisions of Article 12.1.

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## **13. GENERAL MEETINGS**

### **13.1 Convening Of General Meeting**

- (a) The Directors:
  - (i) May, whenever they think fit, convene a **general meeting** of the Members of the Company; and
  - (ii) Must on the requisition of Members representing not less than 20% of the total voting rights in the Company at the date of that requisition forthwith proceed to convene a **general meeting** of the Members of the Company.
- (b) The following provisions have effect in relation to each requisition made under Article 13.1(a)(ii):
  - (i) The requisition must:
    - A. state the objects of the meeting and must be signed by the persons calling the meeting and be deposited at the registered office of the Company; and

- B. may consist of several documents in like form, each signed by one or more of the persons calling the meeting;
- (ii) In the event that the Directors do not within 15 Business Days after receipt of the requisition proceed to convene the meeting, the persons calling the meeting may convene the meeting. However, the meeting must be held not later than 65 Business Days from the date of the requisition;
- (iii) In the event that a resolution is to be proposed as a Special Majority Vote, the Directors are deemed not to have duly convened the meeting if they do not give the notice required by the Law; and
- (iv) So far as possible, every meeting convened under this Article by the persons calling the meeting must be convened in the same manner as general meetings are convened by the Directors.

### **13.2 Cancellation Of General Meetings**

- (a) The Directors may cancel a general meeting convened by them.
- (b) The Directors may cancel a general meeting convened by a Member or Members in accordance with the Law if they have received from that Member or Members a signed notice withdrawing their request for the meeting.

### **13.3 Notice Of General Meetings**

- (a) In every notice calling a general meeting of the Company there must appear, with reasonable prominence, a statement that a Member entitled to attend and vote is entitled to:
  - (i) appoint one or more **proxies** to attend and vote instead of him and that a proxy need not also be a Member; or
  - (ii) submit a Direct Vote.
- (b) All notices and other communications relating to a general meeting that any Member is entitled to receive must also be sent to the auditors of the Company for the time being (if there is one).

### **13.4 Proceedings At General Meetings**

- (a) No business may be transacted at any meeting unless a **quorum** is present.
- (b) A quorum is constituted by Members holding not less than 50% of the total voting rights in the Company that may be cast at that meeting (whether in person, by proxy, by Direct Vote or by a duly authorised representative of a corporation).



### 13.5 Right Of Non-Members To Attend General Meeting

The Chair may invite any person who is not a Member to attend and address a general meeting, including a Director, auditor or Secretary.

### 13.6 Technology

The Company may hold a meeting of members at 2 or more venues using any technology that gives the members as a whole a reasonable opportunity to participate in the meeting.

### 13.7 Chair Of General Meetings

- (a) The Chair of meetings of Directors is also the Chair of a general meeting.
- (b) If:
  - (i) there is no Chair;
  - (ii) the Chair is unwilling to act as chair; or
  - (iii) the Chair is not present within 30 minutes after the time appointed for the general meeting to be held,

the Directors may choose another Director to be chair of the meeting. If the Directors fail to do so, or all Directors present decline to be Chair, the Members who are present may choose one of them to be Chair of the Meeting.

- (c) The Chair's rulings on any matter relating to the order of business, procedure and conduct of the general meeting are, if made in good faith, final. No motion of dissent from a ruling by the Chair will be accepted.

### 13.8 Business At General Meetings

- (a) All business must be considered and resolved by way of a Simple Majority Vote, unless required to be considered and resolved by way of either a Special Majority Vote or a Unanimous Decision under a term of this Constitution or by the Law.
- (b) Subject to this Constitution and the requirements of the Law, a resolution is taken to be carried if the requisite number of qualifying votes is passed in favour of it.

### 13.9 Voting At General Meetings

- (a) Subject to the rights attaching to any particular class of Shares, the voting rights attached to each Share are as set out in this Article:
  - (i) **On a show of hands**, every Member holding one or more Shares, who (being an individual) is present in person, by proxy or by Direct Vote, or (being a corporation) is present by a duly authorised representative, by proxy or by Direct Vote, has 1 vote; and

- (ii) **On a poll**, every Member holding one or more Shares or who (being an individual) is present in person, by proxy or by Direct Vote or (being a corporation) is present by a duly authorised representative, by proxy or by Direct Vote, has 1 vote for each such Share of which he is the holder.
- (b) Unless a poll is demanded by the Chair, or by a Member entitled to vote at the meeting (before or on the declaration of the result of a show of hands):
  - (i) A resolution put to vote is decided on a show of hands;
  - (ii) The Chair must make a declaration that a resolution has been carried or carried by a particular majority or lost or not carried by a particular majority; and
  - (iii) An entry to that effect in the record of proceedings of the Company is conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against the resolution.
- (c) In the case of joint holders:
  - (i) The vote of the senior holder who tenders a vote, whether in person, by Direct Vote or by proxy, must be accepted to the exclusion of the votes of the other joint holders. For this purpose, seniority is to be determined by the order in which the names stand in the register of Members; and
  - (ii) Several executors or administrators of a deceased member in whose name any Share stands are, for the purpose of this Article, deemed joint holders thereof.
- (d) Before taking a vote on a resolution at a general meeting, the Chair must inform the meeting whether any proxy votes or Direct Votes have been received and how any proxy votes or Direct Votes are to be cast.
- (e) A Member who is of unsound mind or whose person or estate is dealt with under any law relating to mental health or insolvency may vote whether on a show of hands or on a poll by his committee or by the Public Trustee or by the person (if any) who properly has the management of his affairs or estate. Any committee trustee or other person may vote by proxy or attorney.
- (f) A Member is not entitled to be present or to vote at a general meeting unless all calls and other amounts payable at the time of the meeting in respect of Shares held by the Member have been paid in full.
- (g) A challenge to a person's entitlement to vote at a general meeting or to the validity of a vote made at that meeting may only be raised at that meeting. The Chair must determine any dispute as to the admission or rejection of a vote and if made in good faith that determination is final and conclusive.
- (h) In the event of an equality of votes cast for and against a question the Chair does not have a second or casting vote.

### 13.10 The Taking Of Polls

- (a) A demand of a poll:
  - (i) Does not prevent the continuance of a meeting for the transaction of any business other than the question on which a poll has been demanded;
  - (ii) May be withdrawn before the poll is taken; and
  - (iii) On a question of adjournment must be taken at the meeting without adjournment.
- (b) A poll properly demanded must be taken:
  - (i) In the manner and at the time and place that the Chair of the meeting directs; and
  - (ii) Either at once or after an interval or adjournment.
- (c) The result of the poll is deemed to be the resolution of the meeting at which the poll was demanded.

### 13.11 Adjournment Of Meetings

- (a) If a quorum is not present within 30 minutes after the time appointed for the meeting:
  - (i) If the meeting has been called upon a requisition of Members – the meeting must be dissolved; or
  - (ii) In any other case – the meeting must stand adjourned to:
    - A. the same day in the next week at the same time and place; or
    - B. the other day and time and place (if any) that the Directors decide and notify the Members of at that adjourned meeting

(as the case may be) and a quorum of any 2 Members present at the adjourned meeting (in person or by proxy) constitutes a quorum and may transact the business for which the meeting was called.
- (b) The Chair of a general meeting may, with the sanction of the meeting, adjourn the meeting from time to time and from place to place. However, no business may be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

### **13.12 Failure To Send Notice Of Meeting**

An accidental omission to send a notice of a general meeting (including a proxy appointment form) or the postponement of a general meeting to any Member, or the non-receipt of a notice (or form) by any Member, does not invalidate the proceedings at or any resolution passed at the general meeting.

### **13.13 Chair May Refuse Admission**

The Chair of a general meeting may refuse admission to a person, or require a person to leave and not return to, a meeting if the person causes, or is likely to cause (in the reasonable opinion of the Chair) any disruption to the meeting.

### **13.14 Written Resolutions**

- (a) The Company may pass a resolution without a general meeting being called or held if the resolution is set out in a document if the Company has:
  - (i) only 1 member, signed in the manner set out in section 249B of the Law; or
  - (ii) more than 1 member, signed in the manner set out in section 249A of the Law.
- (b) The Company may treat a document on which a facsimile or electronic signature appears or which is otherwise acknowledged by a member in a manner satisfactory to the Board as being signed by that member.

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## **14. MEMBER PROXIES**

### **14.1 Appointment Of Proxy**

- (a) A Member may appoint a proxy or attorney.
- (b) The Member, the Member's attorney or the corporation Member's representative must sign the appointment of a proxy.
- (c) The appointment of a proxy is valid if it contains the information which the Law requires it to contain. This may include:
  - (i) the name and address of the Member;
  - (ii) the name of the Company;
  - (iii) the proxy's name or the name of the proxy's office; and
  - (iv) the meetings (or meetings) at which the proxy is to be used.
- (d) A Member who is entitled to cast 2 or more votes may appoint no more than 2 proxies. A proxy does not have to be a Member of the Company. If a Member appoints 2 proxies, neither can vote on a show of hands. If the appointment does not specify what proportion of votes each is to be proxy

for, each may exercise one half of the Member's voting rights. A fraction of a vote is to be disregarded.

- (e) An appointment is not invalid merely because it does not specify all this information.
- (f) An appointment may be a standing appointment.
- (g) An appointment for a meeting is valid for an adjournment of that meeting.

#### **14.2 Revocation Of Appointment**

- (a) A Member who has appointed a proxy may revoke the appointment at any time by giving the Company written notice.
- (b) An appointment is not revoked by the Member attending and taking part in a general meeting. However, if the Member votes on a resolution, the proxy or other person appointed to exercise a Member's voting rights is unable to vote.

#### **14.3 Form Of Proxy**

Schedule B contains a valid form of proxy as at the Effective Date.

#### **14.4 Lodgement Of Proxies**

- (a) Unless otherwise approved by the Chair of Directors, a proxy, power of attorney or other authority to exercise a Member's voting rights at a general meeting is not to be treated as valid unless notice of it is received by the Company at its registered office (or another place specified in the notice of meeting) at least 24 hours before the time the meeting (or adjourned meeting) at which it is to be exercised is due to commence.
- (b) The proxy or power of attorney must be accompanied by the authority under which the proxy was signed or a certified copy of the power of attorney. Faxed documents are acceptable.

#### **14.5 Rights Of Proxies Etc**

- (a) A proxy or other person appointed to exercise a Member's voting rights has the same rights as the Member to speak and vote at a general meeting. Those rights are suspended while the Member is personally present at the meeting.
- (b) The proxy or other person must vote on a resolution in accordance with any direction in the appointment.
- (c) If there is no direction, and the person is separately entitled to vote on the resolution, the person may vote on it for the Member as he or she thinks fit.
- (d) If there is no direction, and the person is *not* separately entitled to vote on the resolution, he or she must abstain from voting on it.

- (e) A proxy or other person appointed to exercise a Member's voting rights may demand or join in a demand for a poll.

#### **14.6 Votes By Proxy Etc Remain Valid**

- (a) A vote by proxy, power of attorney or other authority is valid despite any of the following:
  - (i) the death of the Member or the Member ceasing to have mental capacity;
  - (ii) the bankruptcy or liquidation of the Member;
  - (iii) the revocation of the proxy, power of attorney or other authority;
  - (iv) the transfer of the Share in respect of which the vote was cast.
- (b) This does not apply if the Company receives notice of the relevant fact at its registered office at least 24 hours before the commencement of the meeting (or adjourned meeting) at which the vote is to be cast.

#### **14.7 Proxy Of Joint Holders**

The vote of a proxy appointed by all the joint holders of a Share is to be counted to the exclusion of a vote by any other proxy of any of the joint holders.

#### **14.8 Chair May Require Evidence**

The Chair of a general meeting may require a person acting as a proxy for a Member to establish that he or she is the person named in the lodged proxy. If the person cannot do so, he or she may be excluded from voting as proxy for the Member.

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### **15. MEMBER DIRECT VOTING**

#### **15.1 One Vote**

If a Member casts a Direct Vote on a particular resolution they are taken to have revoked the authority of a previously authorised proxy to vote on their behalf on that resolution.

#### **15.2 Priority Of Votes**

If a Member attempts to cast more than one vote on a particular resolution in respect of the same share, only the last vote received by the Company is to be taken to have been cast, irrespective of whether the vote is by way of Direct Vote or proxy.

#### **15.3 Direct Votes**

- (a) Pursuant to Article 13.9 a Member is entitled to cast a Direct Vote prior to a general meeting.
- (b) Every Member who is entitled to attend a general meeting is entitled to cast a Direct Vote.

#### **15.4 Direct Voting Instrument**

- (a) The Member, the Member's attorney or the corporation Member's representative must sign the Direct Vote.
- (b) A Direct Vote includes any form of vote that the Directors may prescribe or accept including by any electronic means.

#### **15.5 Lodgement Of Direct Vote**

Unless otherwise approved by the Chair of Directors, a Direct Vote is not treated as valid unless the following is received by the Company at its registered office (or another place specified in the notice of meeting) at least **24 hours** before the time of the meeting (or adjourned meeting) at which it is to be utilised:

- (a) notice of the Member's voting intention, and
- (b) any authority or power under which the Direct Vote was signed or a certified copy of that power or authority.

#### **15.6 Form Of The Direct Vote**

A notice of a voting intention is valid if it contains the following information:

- (a) the Member's name and address or any applicable identifying notations such as the holder identification number or similar approved by the Directors or specified in the notice of meeting; and
- (b) the Member's voting intention on any or all of the resolutions to be put before the meeting.

#### **15.7 Validity**

- (a) A vote cast by Direct Vote is valid despite any of the following:
  - (i) the death of the Member or the Member ceasing to have mental capacity;
  - (ii) the bankruptcy or liquidation of the Member;
  - (iii) the revocation of the Direct Vote; or
  - (iv) the transfer of the Share in respect of which the Direct Vote was cast.
- (b) This does not apply if the Company receives notice of the relevant fact at its registered office at least 24 hours before the commencement of the meeting (or adjourned meeting) at which the Direct Vote was to have been cast.

#### **15.8 Chairman's Decision**

The Chair's decision as to whether a Direct Vote is valid is conclusive.

## **15.9 Attendance By Member Who Has Cast Direct Vote**

A person who has cast a Direct Vote is entitled to attend the meeting. The Member's attendance cancels the Direct Vote, unless the Member instructs the Company or at its instruction the Company's share registry otherwise.

## **15.10 Count**

If a vote is taken at a meeting on a resolution on which a Direct Vote was cast, the Chair of the meeting must:

- (a) on a vote by show of hands, count each Member who has submitted a Direct Vote for or against the resolution in accordance with their Direct Vote, and
- (b) on a poll, count the votes cast by each Member who has submitted a Direct Vote directly for or against the resolution, by the number of shares held by each Member.

## **15.11 Certificate Of Direct Votes Cast**

The Chair of a meeting must ensure that a certificate signed by the Company Secretary of Direct Votes received is available at the meeting ahead of any vote being taken.

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## **16. MEETINGS OF A CLASS OF SHARES**

The provisions of this Constitution relating to general meetings shall apply mutatis mutandis to a meeting of a distinct class of shareholders.

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## **17. APPOINTMENT AND REMOVAL OF DIRECTORS**

### **17.1 The Board Of Directors**

- (a) The Board will consist of:
  - (i) A minimum of 1 Director; and
  - (ii) A maximum of 5 Directorsunless otherwise varied by a Special Majority Vote of Members.
- (b) The Directors may act, notwithstanding any vacancy in their body. However, if and so long as their number of Directors is reduced below the number fixed by or pursuant to this Constitution as the necessary quorum of Directors, the continuing Directors or Director may act for no other purposes other than to:
  - (i) Increase the number of Directors to the minimum in accordance with this Constitution and the Law; or
  - (ii) Call a general meeting of the Company's Members.



## 17.2 Appointment Of Directors

Subject to this Constitution and the Law, the Company in general meeting may by a Simple Majority Vote:

- (a) Appoint any person to be a Director of the Company;
- (b) Fix his qualifications and remuneration;
- (c) Fix the maximum and minimum number of Directors that must retire by rotation and (if retirement by rotation is required) the order of that rotation;
- (d) Provide for the filling up of casual vacancies and fix the quorum of Directors; and
- (e) Remove any person as Director of the Company.

## 17.3 Casual Vacancies

- (a) Subject to the other provisions of this Constitution, the Directors holding office from time to time pursuant to another provision of this Constitution may appoint a Director to fill a casual vacancy (an **Interim Director**).
- (b) An Interim Director ceases to be a director 12 calendar months after the date of his or her appointment, unless the appointment is confirmed by the Members in accordance with the other provisions of this Constitution.

## 17.4 Board Appointed Directors

- (a) The Directors holding office from time to may, by way of a Unanimous Decision, appoint any one or more other persons to be a Director of the Company (a **Board Appointed Director**).
- (b) A Board Appointed Director (duly appointed pursuant to Article 17.4(a)) holds office only until the earlier of:
  - (i) the date set in the resolution of the Nominated Directors; and
  - (ii) the expiry of 18 calendar months of the date of appointmentat which time the Directors may, at their election, reappoint the Board Appointed Director under Article 17.4(a).

## 17.5 Director Qualifications

Each Director is not:

- (a) required to hold any Share qualification;
- (b) subject to retirement by rotation; or
- (c) subject to removal

other than in accordance with the provisions of this Constitution.

## 17.6 Directors' Undertakings

Each Director must, and each Member must procure that each Director:

- (a) conduct the Business in accordance with sound and good management practice and the highest ethical standards;
- (b) not use any Confidential Information in any way that is reasonably likely to damage the Company, its Business or the Members; and
- (c) take all reasonable precautions to protect the Confidential Information.

## 17.7 Directors' Fees And Expenses

- (a) The Company must pay in respect of the services of the Directors:
  - (i) to each of the Directors a **Director's fee** as determined by a Simple Majority Vote of the Members in each year. If any Director does not occupy his position as a director for a full year, he may only receive that proportion of his annual fee which corresponds with the proportion of the year for which he actually occupied his position; and
  - (ii) to each Director, monthly in arrears, **all out-of-pocket expenses** properly incurred by him in connection with the performance of his duties as a director (together with GST thereon where appropriate).
- (b) If a Director at the request of the Directors performs special duties for the Company which in the opinion of the Directors are outside the scope of the ordinary duties of a Director, the Company may remunerate that Director as determined by the Directors in addition to that Director's remuneration under Article 17.7(a).

## 17.8 Director's Interests And Conflicts

- (a) A Director must give the Board notice of any material personal interest in a matter that relates to the affairs of the Company (a **Conflict Notice**).
- (b) A Director may give a general Conflict Notice to the Company that he or she is an officer or member of a specified corporation or firm, or has an interest in it in some other form or way, and:
  - (i) The Conflict Notice must set out the nature and extent of the Director's interest; and
  - (ii) The Conflict Notice is effective on all subsequent occasions as a disclosure of the Director's interest in a matter involving the Company and that corporation or firm, but only if the Director's interest at the time of first consideration of the matter is no greater than as stated in the general Conflict Notice.
- (c) Subject to a contrary Simple Majority Vote of the Members of the Company or any provision of the Law or this Constitution, a Director may:

- (i) hold any office or place of profit in the Company, except that of auditor;
- (ii) hold any office or place of profit in any other company, body corporate, trust or entity promoted by the Company or in which it has an interest of any kind;
- (iii) enter into any contract or arrangement with the Company;
- (iv) participate in any association, institution, fund, trust or scheme for past or present employees of the Company or Directors or persons dependent on or connected with them;
- (v) act in a professional capacity (or be a member of a firm which acts in a professional capacity) for the Company, except as auditor;
- (vi) participate in, vote on and be counted in a quorum for any meeting, resolution or decision of the Directors and may be present at any meeting where any matter is being considered by the Directors;
- (vii) sign or participate in the execution of a document by or on behalf of the Company; and
- (viii) do any of the above despite the fiduciary relationship of the Director's office:
  - A. without any liability to account to the Company for any direct or indirect benefit accruing to the Director; and
  - B. without affecting the validity of any contract or arrangement.
- (d) A reference to the Company in this Article 17.8 is also a reference to each Related Body Corporate of the Company.
- (e) If a Director complies with the Law and this Constitution in relation to disclosing an interest:
  - (i) the Director may vote on whether the Company enters into the contract or arrangement;
  - (ii) the contract or arrangement may be entered into by the Company;
  - (iii) the Director may participate in the execution of the contract; and
  - (iv) the Director may vote on matters involving the contract.

## **17.9 Retirement And Vacancy Of Office**

- (a) A Director may retire from office by giving written notice to the Company at its registered office. The resignation is effective at the time stated in the notice, provided it is after the time the notice was given. If not, the notice is effective immediately it is given.

- (b) The office of a Director is automatically vacated if the Director:
  - (i) ceases to be a Director by virtue of the provision of this Constitution or the Law;
  - (ii) becomes bankrupt or makes any arrangement or composition with his creditors generally;
  - (iii) becomes prohibited from being a Director by reason of any order made under the Law;
  - (iv) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health;
  - (v) is absent from meetings of the Directors for more than 6 calendar months without the permission of the Directors; or
  - (vi) is directly or indirectly interested in any contract or proposed contract with the Company and fails to declare the nature of his interest in the manner required by this Constitution or the Law.

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## **18. POWERS AND DUTIES OF DIRECTORS**

### **18.1 Directors To Manage Company**

The Business of the Company is to be managed by the Directors acting as a Board, who may exercise all powers of the Company that are not, by the Law or by this Constitution, required to be exercised by the Company in general meeting.

### **18.2 Management Principles**

The business of the Company is to be managed by the Directors in accordance with the management principles adopted by the Directors and applying from time to time.

### **18.3 Specific Powers Of Directors**

Without limiting the generality of Article 18.1, but subject to Article 18.2, the Directors may exercise all the powers of the Company to:

- (a) Borrow or raise money;
- (b) Charge any property or business of the Company or all or any of its uncalled capital; and
- (c) To issue debentures or give any other security for any debt, liability or obligation of the Company, or of any other person.

### **18.4 Appointment Of Attorney**

- (a) The Directors may, by power of attorney, appoint any person or persons to be the attorney or attorneys of the Company for the purposes and with the

powers, authorities and discretions vested in or exercisable by the Directors for such period and subject to such conditions as they think fit.

- (b) The entrusting of a power to a person does not exclude the exercise of that power by the Directors themselves.

## **18.5 Provisions In Power Of Attorney**

A power of attorney granted under Article 18.4(a) may contain such provisions for the protection and convenience of persons dealing with the attorney as the Directors think fit and may also authorise the attorney to delegate (including by way of appointment of a substitute attorney) all or any of the powers, authorities and discretions vested in the attorney.

## **18.6 Appointment Of Managing Director (Or Chief Executive Office) And Other Officers**

- (a) The Directors may appoint one or more of themselves to the office of managing director or chief executive officer (or **Managing Director**) or to any other office (except auditor), or any position of employment with the Company for the period and on the terms they think fit.
- (b) If more than one Managing Director has been appointed at a particular time, they hold office jointly.
- (c) The Articles in this Constitution that apply in relation to the resignation, disqualification and removal of a Director apply to the Managing Director with any necessary qualifications.
- (d) The Directors may remove the Managing Director from office, but only in accordance with the Company's contract of employment with that person.

## **18.7 Conferral Of Powers On Managing Director And Executive Directors**

The Directors may:

- (a) Confer on a Managing Director or an Executive Director such of the powers exercisable by them, on such terms and conditions and with such restrictions, as they think fit; and
- (b) Withdraw or vary any of the powers conferred on a Managing Director or an Executive Director.

## **18.8 Powers Of Delegation**

The powers of delegation expressly or impliedly conferred by this Constitution on the Directors are conferred in substitution for, and to the exclusion of, the power conferred by section 198D of the Law.

## **19. POWERS AND DUTIES OF MANAGING DIRECTOR**

### **19.1 Overriding Responsibility Of Managing Director**

Subject to the other provisions of this Constitution, the Managing Director appointed from time to time is responsible for the day-to-day management of the Business in accordance with and subject to any contract entered into between the Managing Director and the Company in connection with the Business.

### **19.2 Specific Responsibilities Of Managing Directors**

Subject to, and without limiting the terms on which the Managing Director is appointed from time to time, the Managing Director must:

- (a) see to the proper execution and administration of the day-to-day management of the Business in accordance with the directions of the Board;
- (b) provide the Board with reports and results of operations in respect of the Business with such frequency as the Board shall determine from time to time;
- (c) keep true and correct books and records in respect of the Company and its dealings;
- (d) only incur expenditures and obligations pursuant to the programs, guidelines and budgets approved by the Board from time to time;
- (e) maintain possession and control of all property, assets and rights of the Company;
- (f) maintain appropriate insurances in respect of the property, assets and rights of the Company and the activities conducted or carried out by the Company;
- (g) promptly carry out instructions and directions given by the Board from time to time; and
- (h) otherwise do all such things as may from time to time be necessary or advisable for the orderly and efficient conduct of the Business of the Company.

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## **20. PROCEEDINGS OF DIRECTORS**

### **20.1 Directors' Meetings**

The Directors may meet together for the dispatch of business and adjourn and otherwise regulate their meetings as they think fit.

### **20.2 Director May Convene A Meeting**

A Director may at any time, and the Secretary must on the written request of a Director, convene a meeting of the Directors.

### **20.3 Quorum For Directors' Meeting**

A quorum of the Board is no less than **50%** of the Directors appointed at any time and from time to time present in person or by their alternates.

### **20.4 Remaining Directors May Act**

The continuing Directors may act despite a vacancy in their number. If their number is reduced below the minimum fixed by Article 17.1(a), the continuing Directors may, except in an emergency, act only for the purpose of:

- (a) filling vacancies to the extent necessary to bring their number up to that minimum; or
- (b) to convene a general meeting.

### **20.5 Questions At Board Meetings**

- (a) All questions arising at a meeting of Directors must be considered and resolved by way of a Simple Majority Vote, unless required to be considered and resolved by way of either a Special Majority Vote or a Unanimous Decision under a term of this Constitution or by the Law.
- (b) Subject to this Constitution and the requirements of the Law, a resolution is taken to be carried if the requisite number of qualifying votes is passed in favour of it.

### **20.6 Alternate Director Or Proxy And Voting**

A person who is present at a meeting of Directors as an Alternate Director or as a proxy for another Director has one vote for each absent Director who would be entitled to vote if present at the meeting and for whom that person is an Alternate Director or proxy and, if that person is also a Director, has one vote as a Director in that capacity.

### **20.7 Chair Of Directors**

- (a) The Directors may elect one of their number as Chair of their meetings and may also determine the period for which the person elected as Chair is to hold office.
- (b) The Chair may invite any person who is not a Director to attend and address a meeting of Directors, including the auditor.

### **20.8 Absence Of Chair At Directors' Meeting**

If a Directors' meeting is held and:

- (a) a Chair has not been elected under Article 20.7(a); or
- (b) the Chair is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act,

the Directors present must elect one of their number to be a Chair of the meeting.

## **20.9 Chair Does Not Have Casting Vote At Directors' Meetings**

In the event of an equality of votes cast for and against a question the Chair does not have a second or casting vote.

## **20.10 Director Attending And Voting By Proxy**

- (a) A Director may participate in and vote by proxy at a meeting of the Directors if the proxy:
  - (i) is another Director; and
  - (ii) has been appointed in writing signed by the appointor.
- (b) The appointment may be general or for one or more particular meetings. A Director present as a proxy for another Director who would be entitled to vote if present at the meeting has one vote for the appointor and one vote in his or her own capacity as a Director.

## **20.11 Circulating Resolutions**

The Directors may pass a resolution without a Directors' meeting being held if all of the Directors entitled to vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document. Separate copies of a document may be used for signing by Directors if the wording of the resolution and statement is identical in each copy. The resolution is passed when the last Director signs.

## **20.12 Validity Of Acts Of Directors**

- (a) All acts done at a meeting of the Directors or of a Committee, or by a person acting as a Director are, even if it is afterwards discovered that:
  - (i) there was a defect in the appointment or continuance in office of a person as a Director or of the person so acting; or
  - (ii) a person acting as a Director was disqualified or was not entitled to vote,as valid as if the relevant person had been duly appointed or had duly continued in office and was qualified and entitled to vote.
- (b) The resolutions passed at a meeting of Directors for which notice was not given to all Directors, and actions taken to implement those resolutions, are nonetheless valid if each Director who was not given notice later agrees to waive the receipt of that notice.

## **20.13 Minutes Of Meetings**

- (a) The Directors must keep minutes of any meetings in accordance with the Law. They must record each of the following:



- (i) the names of Directors and Alternate Directors present at each meeting of Directors;
  - (ii) all orders, resolutions and proceedings of meetings of Directors; and
  - (iii) any matter that the Law requires to be recorded in the books of the Company. This includes declarations and notices of interest made and given by a Director.
- (b) The Chair of the meeting, or of the next meeting, must sign the minutes as a true and correct record of the meeting. The Chair's signing of the minutes is sufficient evidence of anything recorded and of the regularity of what was done at the meeting.
- (c) If there is only 1 director of the Company, he or she must record:
  - (i) all orders and resolutions made; and
  - (ii) any matter that the Law requires to be recorded in the books of the Company. This includes declarations and notices of interest made and given by the Director.

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## **21. COMMITTEES OF THE BOARD**

### **21.1 Delegation To Committees**

The Directors may delegate any of their powers, other than powers required by law to be dealt with by Directors as a board, to a Committee or Committees consisting of one or more of their number as they think fit.

### **21.2 Powers Delegated To Committees**

A Committee to which any powers have been delegated under Article 21.1 must exercise those powers in accordance with any directions of the Directors.

### **21.3 Audit And Remuneration Committees**

Without limiting Article 21.1, the Board may constitute:

- (a) an Audit Committee to:
  - (i) appoint and administer an independent auditor and
  - (ii) to review reports from management and the auditors on accounting and internal control matters; and
- (b) a Remuneration Committee to determine the emoluments from time to time of the Company's employees.

## **21.4 Chair Of Committee**

The members of a Committee may elect one of their number as Chair of their meetings. If a meeting of a Committee is held and:

- (a) a Chair has not been elected; or
- (b) the Chair is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act,

the members involved may elect one of their number to be Chair of the meeting.

## **21.5 Meetings Of Committee**

- (a) A Committee may meet and adjourn as it thinks proper.
- (b) Questions arising at a meeting of a Committee are to be determined by a majority of votes of the members of the Committee present and voting.
- (c) In the event of an equality of votes the Chair of the meeting has a casting vote, unless only 2 members of the Committee are present and entitled to vote at the meeting on the question.
- (d) The rules applying to the minutes of meetings of Directors and their signing apply, with any necessary changes, to the minutes of meetings of a Committee. If a Committee consists of only one Director, a minute signed by that Director recording a decision by him or her as that Committee is a minute of that Committee.

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## **22. ALTERNATE DIRECTORS**

### **22.1 Appointment Of Alternate Director**

Subject to the Law, a Director may appoint a person approved by a majority of the other Directors to be an Alternate Director in the Director's place during such period as the Director thinks fit.

### **22.2 Alternate Director And Meetings**

An Alternate Director is entitled to notice of all meetings of the Directors and, if the appointor does not participate in a meeting, the Alternate Director is entitled to participate and vote in the appointor's place.

### **22.3 Alternate Director's Powers**

An Alternate Director may exercise all the powers of the appointor except the power to appoint an Alternate Director and, subject to the Law, may perform all the duties of the appointor except to the extent that the appointor has exercised or performed them.

### **22.4 Alternate Director Responsible For Own Acts And Defaults**

Whilst acting as a Director, an Alternate Director:

- (a) is an officer of the Company and not the agent of the appointor; and
- (b) is responsible to the exclusion of the appointor for the Alternate Director's own acts and defaults.

## **22.5 Alternate Director And Remuneration**

An Alternate Director is not entitled to receive from the Company any remuneration or benefit.

## **22.6 Termination Of Appointment Of Alternate Director**

- (a) The appointment of an Alternate Director may be terminated at any time by the appointor even if the period of the appointment of the Alternate Director has not expired, and terminates in any event if the appointor ceases to be a Director.
- (b) The other Directors may immediately terminate the appointment of an Alternate Director, or suspend their appointment, by a Simple Majority Vote of Directors, after giving the appointor reasonable written notice.
- (c) An Alternate Director may resign by giving the Company written notice at its registered office. The resignation takes effect immediately the notice is given.

## **22.7 Appointment Or Termination In Writing**

An appointment, or the termination of an appointment, of an Alternate Director must be effected by a notice in writing signed by the Director who makes or made the appointment and delivered to the Company.

## **22.8 Alternate Director And Number Of Directors**

An Alternate Director is not to be taken into account separately from the appointor in determining the number of Directors.

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## **23. ASSOCIATE DIRECTORS**

### **23.1 Appointment**

The Board may from time to time appoint any person to be an Associate Director and may from time to time terminate such appointment.

### **23.2 Powers And Duties**

The Board may from time to time determine the powers, duties, responsibilities and remuneration (if any) of any person appointed to the role of Associate Director.

### **23.3 Qualifications And Rights**

A person appointed as an Associate Director is not required to hold any shares to qualify him for the appointment, but except by the invitation and with the consent of the Board, does not have any right to attend or vote at any meeting of Directors.

## **24. SECRETARY**

### **24.1 Appointment Of Secretary**

The Company may have at least 1 Secretary who is to be appointed by the Board.

### **24.2 Suspension And Removal Of Secretary**

The Directors may suspend or remove a Secretary from that office.

### **24.3 Powers, Duties And Authorities Of Secretary**

- (a) A Secretary holds office on the terms and conditions (including as to remuneration) and with the powers, duties and authorities, as determined by the Directors. The exercise of those powers and authorities and the performance of those duties by a Secretary is subject at all times to the control of the Directors.
- (b) Unless the Directors decide otherwise, the Secretary is also to act as the Company's Public Officer.

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## **25. DEALINGS BETWEEN COMPANY AND OFFICERS**

### **25.1 Indemnity**

The Company may indemnify any current or former Director, Secretary or executive officer of the Company or of a subsidiary of the Company out of the property of the Company against:

- (a) every liability incurred by the person in that capacity (except a liability for legal costs); and
- (b) all legal costs incurred in defending or resisting (or otherwise in connection with) proceedings, whether civil or criminal or of an administrative or investigatory nature, in which the person becomes involved because of that capacity,

except to the extent that:

- (c) the Company is forbidden by statute to indemnify the person against the liability or legal costs; or
- (d) an indemnity by the Company of the person against the liability or legal costs would, if given, be made void by statute.

### **25.2 Insurance**

The Company may pay or agree to pay, whether directly or through an interposed entity, a premium for a contract insuring a person who is or has been a Director or Secretary or executive officer of the Company or of a subsidiary of the Company against liability incurred by the person in that capacity, including a liability for legal costs, unless:

- (a) the Company is forbidden by statute to pay or agree to pay the premium; or
- (b) the contract would, if the Company paid the premium, be made void by statute.

### **25.3 Agreements**

The Company may enter into an agreement with a person referred to in this Article 25 with respect to the matters covered by those Articles. An agreement entered into pursuant to this Article may include provisions relating to rights of access to the books of the Company conferred by the Law or otherwise by law.

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## **26. BUSINESS PLAN**

### **26.1 Adoption Of Business Plan**

Unless otherwise resolved by the Board, as soon as is practical after the date hereof the Board must consider and adopt a business plan setting out how the Company is to conduct the Business with a view to achieving the short, medium and longer term objects of the Company and its Members (the **Business Plan**).

### **26.2 Preparation Of Business Plan**

Unless otherwise resolved by the Board, at least 3 calendar months prior to the beginning of each financial year, the Managing Director must prepare and distribute to the Board for its approval an up-date to the Business Plan.

### **26.3 Conduct Of Business In Accordance With Business Plan**

The Board (and the Managing Director) must, so far as is practical, conduct the Business in accordance with the Business Plan, (as adopted or approved by the Board from time to time).

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## **27. ANNUAL BUDGET**

### **27.1 Adoption Of Budget**

Unless otherwise resolved by the Board, at least 1 calendar month prior to the beginning of each financial year, the Managing Director must prepare and distribute to the Board for its approval an annual budget setting out, in respect of the coming financial year, all matters necessary or appropriate to give the Members and Board a true and fair view of the current and anticipated future financial position of the Company.

### **27.2 Position Pending Approval Of Annual Budget**

If the Board does not approve the annual budget prepared in accordance with Article 27.1 at least 5 Business Days prior to the commencement of the financial year to which the annual budget relates, the annual budget for the previous financial year (excluding any extraordinary and non-recurring items) will be the annual budget for the forthcoming financial year until an annual budget for the forthcoming financial year is approved by the Board.

## **28. OPERATION OF COMPANY BANK ACCOUNTS**

### **28.1 Bank Account**

The bank account or accounts of the Company must be that or those from time to time established by the Managing Director and nominated and approved by resolution of the Directors (the **Bank Account**).

### **28.2 Receipt Of Company Monies**

All monies of the Company:

- (a) Received by a Director or member of staff must be paid forthwith into the Bank Account; and
- (b) Must be receipted in the Company name and on the Company form of receipt bearing the Company's name

unless the Directors resolve otherwise at a Board meeting.

### **28.3 Signing Of Cheques**

The Directors may determine the manner in which and persons by whom cheques, promissory notes, bankers' drafts, bills of exchange and other negotiable instruments, and receipts for money paid to the Company, may be signed, drawn, accepted, endorsed or otherwise executed.

### **28.4 Operation Of Bank Account**

Unless otherwise resolved by the Board in a meeting of the Board, the Bank Account of the Company must be operated jointly by the Board.

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## **29. DIVIDENDS**

### **29.1 Payment Of Dividend**

- (a) Subject to the Law and any special rights or restrictions applicable to any Shares, the Directors may declare and pay Dividends on:
  - (i) Shares; or
  - (ii) any individual class of Sharesthat appear to them to be justified.
- (b) Without limiting Clause 29.1(a), the Directors may declare and pay Dividends if:
  - (i) the Company's assets exceed its liabilities immediately before the Dividend is declared, and the excess is sufficient to pay the Dividend;

- (ii) the payment of the Dividend is fair and reasonable to the Company's shareholders as a whole; and
  - (iii) the payment of the Dividend does not materially prejudice the Company's ability to pay its creditors.
- (c) If there is more than one class of Shares on issue, the Directors may, subject to the rights of any particular class of Shares on issue:
  - (i) declare and pay a Dividend on one class of Shares to the exclusion of another class of Shares; or
  - (ii) declare and pay a Dividend on one class of Shares at a different rate from that on another class of Shares.

## **29.2 Apportioning Dividends**

- (a) Subject to any special rights or restrictions applicable to any Shares, Dividends are to be credited or paid in respect of particular Shares according to the amounts paid or credited on the Shares.
- (b) Amounts paid before a call has been made are to be ignored.
- (c) If the amount paid or credited on a Share changed during the relevant period, the Dividend on that Share will be credited or paid proportionally to the amounts paid or credited on the Share for the relevant portions of that period.
- (d) If a Share is issued on the basis that it will rank for Dividends as from a particular date, it will rank from that date.

## **29.3 Reserves And Profits Carried Forward**

- (a) The Directors may:
  - (i) set aside out of the profits of the Company such sums as they think proper as a reserve, to be applied, at the discretion of the Directors, for any purpose for which the profits of the Company may be properly applied; and
  - (ii) carry forward so much of the profits remaining as they consider ought not to be distributed without transferring those profits to a reserve.
- (b) Pending application, any sum set aside as a reserve may, at the discretion of the Directors, be used in the business of the Company or be invested as the Directors think fit.

## **29.4 Deductions From Dividends**

The Directors may deduct from any Dividend payable to, or at the direction of, a Member all sums of money (if any) presently payable by that Member to the Company on account of calls or otherwise in relation to Shares in the Company.

## **29.5 Distribution Of Specific Assets**

When resolving to pay a Dividend, the Directors may:

- (a) resolve that the Dividend be satisfied either wholly or partly by the distribution of specific assets to some or all of the persons entitled to the Dividend, (including fully paid Shares in or debentures of the Company, or fully paid Shares in or debentures of any other body corporate); and
- (b) direct that the Dividend payable in respect of any particular Shares be satisfied wholly or partly by such a distribution and that the Dividend payable in respect of other Shares be paid in cash.

## **29.6 Resolution Of Distribution Difficulties**

- (a) If a difficulty arises in regard to a distribution under Article 29.5, the Directors may:
  - (i) settle the matter as they consider expedient;
  - (ii) fix the value for distribution of the specific assets or any part of those assets;
  - (iii) determine that cash payments will be made to, or at the direction of, any Members on the basis of the value so fixed in order to adjust the rights of all parties; and
  - (iv) vest any such specific assets in trustees as the Directors consider expedient.
- (b) If a distribution of specific assets to, or at the direction of, a particular Member or Members is illegal or, in the Directors' opinion, impracticable the Directors may make a cash payment to the Member or Members on the basis of the cash amount of the Dividend instead of the distribution of specific assets.

## **29.7 Payments In Respect Of Shares**

A Dividend, interest or other money payable in cash in respect of Shares may be paid using any payment method chosen by the Company, including:

- (a) by cheque sent through the post directed to the address in the Register of the holder or, in the case of joint holders, to the address of the joint holder first named in the Register;
- (b) by cheque sent through the post directed to such other address as the holder or joint holder in writing directs; or
- (c) by some other method of direct credit determined by the Directors to the holder or holders shown on the Register or to such person or place directed by them.



## **29.8 Effectual Receipt From One Joint Holder**

Any one of 2 or more joint holders may give an effectual receipt for any Dividend, interest or other money payable in respect of the Shares held by them as joint holders.

## **29.9 Election To Reinvest Dividend**

The Directors may grant to Members or any class of Members the right to elect to reinvest cash Dividends paid by the Company by subscribing for Shares in the Company on such terms and conditions as the Directors think fit.

## **29.10 Election To Accept Shares In Lieu Of Dividend**

The Directors may determine in respect of any Dividend which it is proposed to pay on any Shares of the Company that holders of the Shares may elect:

- (a) to forego the right to share in the proposed Dividend or part of such proposed Dividend; and
- (b) to receive instead an issue of Shares credited as fully paid on such terms as the Directors think fit.

## **29.11 No Interest On Dividends**

Interest is not payable by the Company on any unpaid Dividend.

## **29.12 Unclaimed Dividends**

Unclaimed Dividends may be invested by the Directors as they think fit for the benefit of the Company until claimed or until required to be dealt with in accordance with any law relating to unclaimed moneys.

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# **30. CAPITALISATION OF PROFITS**

## **30.1 Capitalisation Of Reserves And Profits**

The Directors may:

- (a) resolve to capitalise any sum, being the whole or a part of the amount for the time being standing to the credit of any reserve account or the profit and loss account or otherwise available for distribution to Members; and
- (b) but need not, resolve to apply the sum in any of the ways mentioned in Article 30.2, for the benefit of Members in the proportions to which those Members would have been entitled in a distribution of that sum by way of Dividend.

## **30.2 Applying A Sum For The Benefit Of Members**

The ways in which a sum may be applied for the benefit of Members under Article 30.1 are:

- (a) in paying up any amounts unpaid on Shares held by Members;
- (b) in paying up in full unissued Shares or debentures to be issued to Members as fully paid; or
- (c) partly as mentioned in Article 30.2(a) and partly as mentioned in Article 30.2(b).

### **30.3 Implementing The Resolution**

The Directors may do all things necessary to give effect to the resolution under Article 30.1, and in particular, to the extent necessary to adjust the rights of the Members among themselves, may:

- (a) make cash payments in cases where Shares or debentures become issuable in fractions;
- (b) authorise any person to make, on behalf of all or any of the Members entitled to any further Shares or debentures on the capitalisation, an agreement with the Company providing for:
  - (i) the issue to them, credited as fully paid up, of any further Shares or debentures; or
  - (ii) the payment by the Company on their behalf of the amounts or any part of the amounts remaining unpaid on their existing Shares by the application of their respective proportions of the sum resolved to be capitalised,and any agreement so made is effective and binding on all the Members concerned;
- (c) fix the value of specified assets; or
- (d) vest property in trustees.

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## **31. ALTERATIONS TO CAPITAL**

### **31.1 Alteration Of Share Structure**

- (a) Subject to this Constitution and the Law, the Company may alter its capital by passing a resolution to that effect in general meeting.
- (b) Without limiting the generality of the authority conferred by Article 31.1(a), the Company may alter its capital in any of the following ways:
  - (i) by converting any of its Shares into larger or smaller numbers, in which case, any amount unpaid on them is to be divided equally among the replacement Shares;
  - (ii) by cancelling any Shares which have been forfeited; and
  - (iii) by converting a class of Shares into another class.

### **31.2 Power To Reduce Capital**

The Company may reduce its Share capital in accordance with the Law.

### **31.3 Power To Buy Back Shares**

The Company may buy-back or purchase Shares at any time in accordance with the Law.

### **31.4 Distribution Of Capital**

If there is more than one class of Shares on issue, the Directors may distribute capital to one class of Shares to the exclusion of another class, or to one class of Shares at a different rate from that to another class of Shares.

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## **32. LOANS TO MEMBERS UNDER DIVISION 7A**

32.1 The Company may make one or more loans to a Member.

32.2 Any loan by the Company to a Member will be governed by the Shareholder Loan Terms (as a contract between the Member and the Company), except loans to which the Company and the Member agree in writing that the Shareholder Loan Terms are not to apply.

32.3 If the Member ceases to be a Member of the Company, the Member continues to be bound by the Shareholder Loan Terms.

32.4 If a person or an associate borrows money from the Company and then becomes a Member of the Company, the Shareholder Loan Terms will apply as an agreement between the Company and that Member from the date the Member is registered as a Member, except where the Company and that person have agreed in writing that the Shareholder Loan Terms are not to apply.

32.5 For the purposes of these Articles 32.1 to 32.4 (inclusive), the terms “associate” and “loan” have the same meaning as in the Shareholder Loan Terms.

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## **33. CONTROL OVER SUBSIDIARIES**

The Company must take such action as may be necessary to ensure that each subsidiary or other Related Body Corporate of the Company acts in accordance with the terms, conditions and restrictions set out in this Constitution.

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## **34. INSPECTION OF RECORDS**

Subject to this Constitution and the Law:

- (a) a Member (other than a Director) does not have the right to inspect any document of the Company except as provided by law or authorised by the Directors or by the Company in general meeting; and
- (b) the Directors may determine whether and to what extent, and at what time and places and under what conditions, the accounting records and other

documents of the Company or any of them will be open to the inspection of Members (other than Directors).

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### **35. CONFIDENTIALITY**

Neither a Director nor Member may disclose the provisions of this Constitution or any other Confidential Information about the Company, its business or another Member, except:

- (a) with the written consent of the Board;
- (b) on a confidential basis to an officer, employee or professional adviser for the purposes of obtaining professional advice in relation to the Company; or
- (c) as required by an applicable law after first consulting with the Company about the form and content of the disclosure

and must use its best endeavours to ensure all permitted disclosures are kept confidential by the party to whom the disclosure was made.

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### **36. COMMON SEAL**

36.1 Documents may, but need not, be executed by the Company under Seal.

36.2 If the Company has a Seal:

- (a) It must be kept by the person and in the place and the manner that the Directors think fit; and
- (b) It must not be used except with the authority of the Directors or a Directors' committee authorised to permit use of the Seal who have power to use the seal in the execution of all or any of the powers hereby vested in them or otherwise in relation to the affairs or business of the Company; and
- (c) The Directors may determine by resolution either generally or in any particular case that the signature of any Director or the Secretary to a document to which the Seal or a duplicate seal or certificate seal is affixed may be a facsimile applied to the document by specified mechanical means.

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### **37. WINDING UP**

37.1 If the Company is wound up, the liquidator may, with the sanction of a Special Majority Vote of Members, divide among the Members in kind the whole or part of the property of the Company, and may for that purpose set such value as he considers fair on any property to be so divided and may determine how the division is to be carried out as between the Members or different classes of the Members subject to the rights and restrictions attached to those classes of Shares.

37.2 The liquidator may, with the sanction of a Special Majority Vote, vest the whole or any part of such property in trustees upon the trusts and for the benefit of the contributories as the liquidator thinks fit, but so that no Member is compelled to accept any Shares or other securities in respect of which there is any liability.

## **38. GENERAL OPERATIVE PROVISIONS**

### **38.1 Notices**

- (a) A notice is properly given by the Company to a person if it is:
  - (i) in writing signed on behalf of the Company (by original or printed signature);
  - (ii) addressed to the person to whom it is to be given; and
  - (iii) either:
    - A. delivered personally;
    - B. sent by pre-paid mail (by airmail, if the addressee is overseas) to that person's address; or
    - C. sent by fax to the fax number (if any) nominated by that person;
    - D. sent by electronic message to the electronic address (if any) nominated by that person.
- (b) A Member whose registered address is not in Australia must notify the Company in writing of an address in Australia to which notices may be sent.
- (c) A notice to a person by the Company is regarded as given and received:
  - (i) if it is delivered personally or sent by fax or electronic message:
    - A. by 5.00 pm (local time in the place of receipt) on a Business Day - on that day; or
    - B. after 5.00 pm (local time in the place of receipt) on a Business Day, or on a day that is not a Business Day - on the next Business Day; and
  - (ii) if it is sent by mail:
    - A. within Australia: 3 Business Days after posting; or
    - B. to a place outside Australia: 7 Business Days after posting.
- (d) A certificate in writing signed by a Director or Secretary of the Company stating that a notice was sent is conclusive evidence of service.
- (e) A day that is not a Saturday, Sunday or public holiday in the place to which the notice is sent, is a Business Day.
- (f) Notice to joint holders of Shares must be given to the joint member named first in the register. Every person who becomes entitled to a Share is bound by every notice in respect of that Share which was properly given to the

person from whom title derived before the transfer or transmission of the Share was entered in the register.

- (g) If a specified period must pass after a notice is given before an action may be taken, neither the day on which the notice is given nor the day on which the action is to be taken may be counted in reckoning the period.
- (h) A notice may be given by the Company to the persons entitled to a share in consequence of the death or bankruptcy of a member by sending it through the post in a prepaid letter addressed to them by name or by the title of the representatives of the deceased or assignee of the bankrupt or by any like description at the address (if any) supplied for the purpose by the person claiming to be so entitled or (until an address has been supplied) by giving the notice in any manner in which the same would have been given if the death or bankruptcy had not occurred.
- (i) Subject to the Law the signature to a written notice given by the Company may be written or printed.
- (j) Notice of every general meeting shall be given in any manner hereinbefore authorised to:
  - (i) Every member, except a member who has not supplied to the Company an address within Australia for the giving of notices;
  - (ii) Every Director and Alternate Director;
  - (iii) Every person entitled to a Share in consequence of the death or bankruptcy of a member who (but for his death or bankruptcy) would be entitled to receive notice of the meeting;
  - (iv) The Auditor for the time being of the Company; and
  - (v) Any other person required by law.

## **38.2 Exclusion Of Partnership**

Nothing in this Constitution is to be treated as creating a partnership between the Members and/or the Company under the laws of any applicable jurisdiction and, except as specifically provided for in this Constitution, no party may act or has any authority to act as agent of or in any way bind or commit any other party to any obligation.

## **38.3 Compliance**

- (a) Each Member covenants that it has read and has made itself fully aware of the content and legal effect of this Constitution.
- (b) Each Member hereby irrevocably appoints the Company as his attorney (with the power to appoint any Director as a substitute and to delegate to that substitute all or any powers hereby conferred, other than this power of substitution, as if he had been originally appointed by this power of attorney) to give effect to the provisions of these Articles.

- (c) Each Member hereby acknowledges and agrees that:
  - (i) The solicitor who prepared this Constitution (the **Solicitor**) acted as legal counsel to the Company and not to any of the parties;
  - (ii) The parties have each been advised by the Solicitor that the interests of the parties are opposed to each other and are opposed to the interests of the Company and, accordingly, the Solicitor's representation of the Company may not be in the best interests of the parties; and
  - (iii) Notwithstanding the foregoing, the parties:
    - A. desire the Solicitor to represent the Company for the purposes of preparing this Constitution; and
    - B. jointly and severally forever waive any claim that the Solicitor's representation of the Company for the purposes of preparing this Constitution constitutes a conflict of interest.

#### **38.4 Goods And Services Tax**

- (a) If a goods and services tax or any similar tax (**GST**) imposed in Australia or elsewhere has application to any supply made under or in connection with this Constitution, the supplier may, in addition to any moneys payable under this Constitution, recover from the recipient of the supply an additional amount on account of GST, such amount to be calculated by multiplying the amount or consideration payable by the recipient for the relevant supply by the prevailing GST rate.
- (b) Any additional amount on account of GST recoverable from the recipient under this clause shall be calculated without any deduction or set-off of any other amount and is payable by the recipient upon demand by the supplier whether such demand is by means of invoice or otherwise.

#### **38.5 Dispute Resolution**

- (a) All disputes or differences which at any time arise between one or more Members and/or the Company (the **Disputants**) in respect of the construction or effect of this Constitution or the rights, duties and liabilities of the Disputants hereunder or any matter or event connected with or arising out of this Constitution must be initially referred on notice to each other party.
- (b) Each Disputant may give notice to the other that the provisions of this Article 38.5 are to apply to any dispute arising between the Disputants as to any matter arising out of or in connection with this Constitution.
- (c) The notice referred to in Article 38.5(b) must include a summary of the issues in dispute and notification of a time within a period of 10 Business Days beginning 4 Business Days after the service of the notice, and a place

in the Capital of the State at which the representatives of the Disputants (which may include a Disputant) are to meet to try to resolve the dispute.

- (d) The representatives of the Disputants must meet at the time and place specified in the notice to try to resolve the dispute and must, if necessary, continue to negotiate for 2 consecutive Business Days unless they otherwise agree to reconvene.
- (e) If the dispute has not been resolved by the representatives of the Disputants representatives by the end of the meeting then either party may within 10 Business Days thereafter apply to the President of the Law Society of the State to appoint a neutral adviser to assist in a further attempt by the parties in good faith to resolve the dispute by structured negotiations. Such person will act as an expert not as an arbitrator and will be entitled to appoint such technical expert or experts as he considers necessary to assist him in seeking to resolve the matter referred to him.
- (f) If the Parties fail to appoint a neutral adviser within the 10 Business Day period referred to in Article 38.5(e) above or the parties fail to reach agreement in the structured negotiations within 20 Business Days of the neutral adviser being appointed, then any dispute may be referred to a court of competent jurisdiction. Neither party is precluded from taking such interim formal steps as may be considered necessary to protect such party's position while the mediation or other procedure is pending or continuing.
- (g) The costs of the neutral adviser must be borne equally by the parties in dispute.

### **38.6 Waiver**

- (a) Any waiver or forbearance in regard to the performance of this Constitution operates only if in writing and applies only to the specified instance, and does not affect the existence and continued applicability of the terms of it thereunder.
- (b) No failure or delay by any party in exercising any right, power or privilege hereunder (and no course of dealing between or among any of the parties) operates as a waiver of any such right, power or privilege.
- (c) No waiver of any default on any one occasion constitutes a waiver of any subsequent or other default. No single or partial exercise or any such right, power or privilege precludes the further or full exercise thereof.

### **38.7 Severance**

If any provision of this Constitution should be held to be invalid in any way or unenforceable it is severed and the remaining provisions are not in any way affected or impaired.

### **38.8 Parties**

- (a) If a party consists of more than 1 person, this Constitution binds each of them separately and any 2 or more of them jointly.



- (b) An obligation, representation or warranty in favour of more than 1 person is for the benefit of them separately and jointly.
- (c) A party which is a trustee is bound both personally and in its capacity as a trustee.

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## **39. DEFINITIONS AND INTERPRETATION**

### **39.1 Interpretation**

In this Constitution, unless the context otherwise requires or permits:

- (a) (gender) words importing any gender include all other genders;
- (b) (person) a reference to a person includes a reference to:
  - (i) an individual;
  - (ii) a body corporate (wherever incorporated);
  - (iii) a body politic;
  - (iv) an association of persons (whether incorporated or unincorporated);
  - (v) a partnership;
  - (vi) a trust;
  - (vii) a person in the capacity as a trustee;
  - (viii) a person in the capacity as the Personal Representative of a deceased estate; and
  - (ix) a superannuation fund;
- (c) (singular includes plural) the singular includes the plural and vice versa;
- (d) (regulations) a reference to a law includes regulations and instruments made under the law;
- (e) (amendments to statutes) reference to any statute, or any subordinate legislation or instrument includes all statutes, subordinate legislation or instruments amending, modifying, consolidating, re-writing, re-enacting or replacing them and a reference to a statute includes all subordinate legislation and instruments made under that statute;
- (f) (conduct) a reference to conduct includes an omission, statement or undertaking, whether or not in writing;
- (g) (from time to time) a power, an authority or a discretion reposed in a Director, the Directors, the Company in general meeting or a Member may be exercised at any time and from time to time;

- (h) (amount paid) a reference to an amount paid on a Share includes an amount credited as paid on that Share;
- (i) (currency) a reference to dollars and \$ is to Australian currency;
- (j) (signed) where, by a provision of this Constitution, a document including a notice is required to be signed, that requirement may be satisfied in relation to an electronic communication of the document in any manner permitted by law or by any State or Commonwealth law relating to electronic transmissions or in any other manner approved by the Directors;
- (k) (writing) “writing” and “written” includes printing, typing and other modes of reproducing words in a visible form including, without limitation, any representation of words in a physical document or in an electronic communication or form or otherwise;
- (l) an expression has, in a provision of this Constitution that deals with a matter dealt with by a particular provision of the Law, the same meaning as in that provision of the Law;
- (m) headings are inserted for convenience and are not to affect the interpretation of this Constitution; and
- (n) the Directors may:
  - (i) differentiate between Members as to the currency in which any amount payable to a Member is paid (whether by way of or on account of Dividends, repayment of capital, participation in surplus property of the Company or otherwise);
  - (ii) determine to pay a distribution in a currency other than Australian and the amount payable will be converted from Australian currency in any manner, at any time and at any exchange rate as the Directors think fit; and
  - (iii) in deciding the currency in which a payment is to be made to a Member, have regard to the registered address of the Member, the register on which a Member’s Shares are registered and any other matters as the Directors consider appropriate.

## **39.2 Definitions**

In this Constitution, unless the context otherwise requires or admits:

- (a) **Alternate Director** means a person appointed as an alternate director under Article 22;
- (b) **Annual Budget** means the budget prepared and adopted in accordance with Article 27;
- (c) **Assessment Act** means:

- (i) the *Income Tax Assessment Act 1936* (Cth) (the **Assessment Act 1936**); and
  - (ii) the *Income Tax Assessment Act 1997* (Cth) (the **Assessment Act 1997**);
- (d) **Associate** in relation to a person means a person who is an Associate of that person within the meaning of either:
  - (i) the Law; or
  - (ii) section 318 of the *Assessment Act 1936*;
- (e) **Associate Director** means a person appointed as an Associate Director under Article 23;
- (f) **Auditor** means the duly appointed auditor of the Company (if any);
- (g) **Board** means the Directors acting collectively in accordance with this Constitution;
- (h) **Board Appointed Director** means a Director appointed under Article 17.4;
- (i) **Business** means the activities carried on by the Company from time to time;
- (j) **Business Day** means any day that banks are open for business in the capital of the State excluding weekends and public holidays;
- (k) **Change-in-Control** means an event where a person who did not (directly or indirectly) effectively control a Member at the date when that Member first acquired Shares, either alone or together with others, acquires effective control of the issued voting capital of that Member without the prior written consent of the other parties;
- (l) **Company** means the company governed by the terms of this Constitution the name of which is set out above;
- (m) **Confidential Information** means all information relating to the Company, that:
  - (i) is by its nature confidential;
  - (ii) is designated by the Company as confidential; and
  - (iii) a person knows or ought to know is confidential;
- (n) **Direct Vote** includes a vote delivered to the Company by post, fax or other electronic means approved by the Directors and the Directors may specify the form, method and timing of giving a direct vote at a meeting in order for the vote to be valid;
- (o) **Director** means a person holding office as a director of the Company, and where appropriate includes an Alternate Director;

- (p) **Directors** means all or some of the Directors acting as the Board;
- (q) **Dividend** includes interim Dividends and bonus issues;
- (r) **Effective Date** means the date on which the Constitution is duly adopted by the Company;
- (s) **Encumbrance** means any mortgage, lien, charge, pledge, assignment by way of security, security interest, title retention, preferential right or trust arrangement, claim, covenant, profit a prendre, easement or any other security arrangement or any other arrangement having the same effect;
- (t) **Goods and Services Tax** (and **GST**) has the same definition as in the GST Act;
- (u) **GST Act** means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);
- (v) **Insolvent** in respect of a Member means if:
  - (i) the Member assigns any of the Member's property for the benefit of creditors or any class of them;
  - (ii) a mortgagee or person with a similar legal interest in any of the Member's assets takes possession of them or takes a step in that direction, or exercises a power of sale over them;
  - (iii) the Member, being a company, disposes of its assets, or threatens to do so, except for the purpose of a solvent reconstruction or amalgamation that has been approved by the Company;
  - (iv) a security interest becomes enforceable or is enforced against the Member;
  - (v) a distress, attachment or other form of execution is levied or enforced against the Member for more than \$5,000;
  - (vi) the Member takes any step to obtain protection under legislation against the Member's creditors, or is granted that protection;
  - (vii) the Member commits an act of bankruptcy or becomes insolvent;
  - (viii) the Member passes a resolution to appoint an administrator or an administrator of the member is appointed;
  - (ix) an order is made that the Member be wound-up;
  - (x) an order is made appointing a liquidator or a provisional liquidator of the Member;
  - (xi) an order is made or a resolution is passed for the Member to enter into any arrangement, compromise or composition with or assignment for the benefit of its creditors or any class of them,

except for the purposes of a solvent reconstruction or amalgamation previously approved by the Company;

- (xii) the Member is, or states that it is, or under applicable legislation is taken to be, unable to pay its debts (except as a result of a failure to pay a debt or claim that is the subject of a dispute in good faith) or stops or suspends or threatens to stop or suspend payment of all or a class of its debts;
- (xiii) a receiver, receiver and manager, administrator, controller or similar officer of any of the assets or the whole or any part of the undertaking of the Member is appointed; or
- (xiv) the Member is or makes a statement from which it may be reasonably deduced by the Company that the party is the subject of an event described in section 459C(2) of the Law;
- (w) **Law** means the *Corporations Act 2001* (Cth);
- (x) **Market Value** means the reasonable arm's length open market value of the Company on the basis of a going concern and in accordance with the definition of market value adopted by member organisations of the International Asset Valuation Standards;
- (y) **Member** means a person who holds Shares;
- (z) **Member's Representative** means in respect of a Member the person nominated by the Member as their Member's Representative in accordance with the terms of this Constitution;
- (aa) **Minimum Parcel** means the lower of:
  - (i) a parcel of Shares with a Market Value of no less than \$10,000 (or such other minimum Market Value as may be adopted by the Board from time to time); and
  - (ii) 100% of a Member's Shares in the Company;
- (bb) **Officer** means what it means in the Law;
- (cc) **Personal Representative** in respect of a person means:
  - (i) in the case of a deceased person the executor or administrator to whom probate or letters of administration has been granted or any other person duly authorised to administer the estate of such deceased person; and
  - (ii) in other cases any person who is duly authorised pursuant to any statutory enactment to administer or manage the affairs of any other person where such other person is incapable of managing his own affairs by reason of his age mental or physical illness, disability or incapacity or for any other reason whatsoever;

- (dd) **Property** includes any estate and any interest in any real, personal, movable or immovable property of any description and in any location, whether in possession or not, including (without limiting the generality hereof) policies of assurance or endowment, cash and choses in action;
- (ee) **Register** means the register of Members of the Company under the Law and if appropriate includes a branch register;
- (ff) **Related Body Corporate** has the same meaning as related body corporate has in the Law;
- (gg) **Seal** means the common seal (if any) of the Company and includes any official seal of the Company;
- (hh) **Secretary** means the secretary (if any) from time to time of the Company;
- (ii) **Share** means a share in the Company and includes stock;
- (jj) **Shareholder Loan Terms** means the terms set out in Schedule C;
- (kk) **Simple Majority Vote** means a resolution passed at a properly constituted meeting by persons who together hold more than **50%** of the total voting rights that may be exercised in respect of that resolution;
- (ll) **Special Majority Vote** means a vote passed at a properly constituted meeting by persons who together hold **75%** or more of the total voting rights that may be exercised in respect of that resolution;
- (mm) **Spouse** includes:
  - (i) a legal spouse;
  - (ii) a putative spouse;
  - (iii) a widow or widower;
  - (iv) a de-facto spouse, being a woman living with a man as his wife or a man living with a woman as her husband (as the case may be) on a bona fide domestic basis, although not legally married to each other; and
  - (v) a person who is living with another person on a bona fide domestic basis in a marriage-like relationship, including a marriage-like relationship between persons of the same gender;
- (nn) **Standard Rate** from time to time means the rate of 4% per annum above the Reserve Bank of Australia's indicated cash target rate at that time;
- (oo) **State** means Victoria; and


(pp) **Unanimous Decision** means a vote passed at a properly constituted meeting by persons who together hold 100% of the total voting rights that may be exercised in respect of that resolution.

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**Adoption of Constitution**

I, the initial Member of the Company, adopt this constitution as the Company's Constitution dated the 13th day of May 2019:

**EXECUTED by REEL  
HOUSE CAPITAL PTY  
LTD (A.C.N. 621395033)**  
by its duly authorised  
officer:

  
\_\_\_\_\_  
Geoff Moore  
Authorised Officer