# **Zoono Group Limited**

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# ZOONO®

# Dear Shareholder

# **ZOONO 2021 ANNUAL GENERAL MEETING**

On behalf of the Board of Directors, I am pleased to invite you to the 2021 Annual General Meeting (**AGM**) of Zoono Group Limited. The AGM will be held on Thursday, 25<sup>th</sup> November 2021 at 11.00am (AEDT).

# Virtual AGM

Due to the health and safety impacts of COVID-19 and the continuing developments around government-mandated restrictions and boarder closures, we have decided to hold our 2021 AGM in virtual format again this year. Shareholders can attend the meeting online and relevant details, including how to participate, are set out in the Notice of Meeting and overleaf.

# **Notice of Meeting**

The full Notice of Meeting, which sets out the agenda (including details of all resolutions being put to the meeting, voting information and Explanatory Memorandum), and the Annual Report, are available on the Company's website at <a href="https://zoono.com/investors/#annualreports">https://zoono.com/investors/#annualreports</a>. We will not be posting any printed copies. This approach is consistent with the relief provided by the Commonwealth Treasurer in response to the COVID-19 pandemic.

# AGM information on our website

The AGM information on our website located at <u>https://zoono.com/investors/#shareholderinfo</u> provides the information you need to attend and participate in the meeting, including our Notice of Meeting as well as how to appoint a proxy and vote prior to and at the meeting.

Shareholders are encouraged to lodge their votes by logging in to their portfolio or holding(s) on the share registry's website at <u>www.votingonline.com.au/znoagm2021</u> by 11:00am (AEDT) on Tuesday, 23<sup>rd</sup> November 2021. Shareholders may also submit written questions to the Company or the auditor in advance of the AGM by email to the Company Secretary at elissa.hansen@zoono.com.

### Shareholder emails

Receiving your communications by email is the best way to stay informed and keep in touch about your shareholding, so I encourage you to take this opportunity to switch to paperless communications. To make the switch to paperless communications, simply complete the enclosed form and return it in the reply-paid envelope provided.

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

Yours sincerely

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Paul Hyslop Managing Director



# Participating in a virtual AGM

In response to Government restrictions and the potential health risks arising from the COVID-19 pandemic, the Annual General Meeting (AGM) will be held virtually this year.

Your participation in the AGM is important to us and, while there will not be a physical meeting, shareholders can attend via the webcast or telephone where you will have the ability to submit questions. They can also vote in real time.

# How to attend and participate in the AGM

You can attend and ask questions in real time at the AGM:

- From your computer or mobile device by entering the following URL address in your web browser: <u>https://zoono.verovoting.com.au</u> or
- Via telephone by dialling 1800 271 194 or +61 2 9189 6755

You will need your SRN or HIN and postcode to log in for identification purposes should you wish to vote at the meeting. Alternatively, you may attend as a guest and vote prior to the meeting by visiting www.votingonline.com.au/znoagm2021.

Further information on how to attend and participate online is available on our website at <u>https://zoono.com/investors/#shareholderinfo</u>.

### Voting

Shareholders will be able to cast direct votes at the meeting however, in the event of any technical difficulty, we encourage Shareholders to vote before the meeting by submitting a proxy.

Shareholders can submit their completed proxy form prior to the meeting by visiting: <u>www.votingonline.com.au/znoagm2021</u> and following the instructions. Shareholders will need their Voting Access Number shown on the enclosed proxy form in order to vote online prior to the meeting.

Alternatively, mail your completed proxy form to the address shown on the form.

Proxy votes must be received by 11.00am (AEDT) on Tuesday, 23 November 2021.

Shareholders who appoint a proxy may still attend the virtual meeting.