

**BOARD OF DIRECTORS**

G. L. Rees, Chairman  
 R. Rees, Managing Director  
 D. G. Rees, Director

**REGISTERED AND PRINCIPAL BUSINESS OFFICE**

C/- Cook's Body Works P/L  
 140-144 Cochranes Road  
 Moorabbin Vic. 3189  
 Phone : (03) 9553 5740

**AUDITORS**

Hayes Knight Audit Pty Ltd  
 Registered Audit Company  
 Level 12/31 Queen Street  
 Melbourne Vic 3000

**SECRETARY**

R. Rees, B. Comm., CA

**SOLICITORS**

ATA Lawyers  
 Lvl 3, 2 Brandon Park Drv  
 Wheelers Hill VIC 3150

Casonato Lawyers  
 Lvl 2, 88 Pelham St  
 Carlton VIC 3053

The JRT Partnership  
 Lvl 3, 173 Queen St  
 Melbourne VIC 3000

**BANKERS**

National Australia Bank Ltd  
 330 Collins Street  
 Melbourne VIC 3000

Australia and New Zealand  
 Banking Group Ltd  
 1/533 Blackburn Road  
 Mount Waverley VIC 3149

Commonwealth Bank Ltd  
 385 Bourke St  
 Melbourne VIC 3000

Bank of Melbourne Ltd  
 424 Warrigal Rd  
 Moorabbin VIC 3189

**SHARE REGISTRY**

Boardroom Pty Ltd  
 Lvl 12, 225 George St  
 Sydney NSW 2000

Sietel Limited  
 ACN 004 217 734  
 ABN 75 004 217 734

**NOTICE OF ANNUAL GENERAL MEETING**

NOTICE IS HEREBY GIVEN that the ANNUAL GENERAL MEETING of Sietel Limited will be held at the Registered Office of the Company, C/- Cook's Body Works Pty Ltd, 140-144 Cochranes Road Moorabbin VIC 3189, on Friday 22<sup>nd</sup> January 2016 at 1:00 pm, for the purpose of transacting the following business:

1. To receive, consider and adopt the financial report of the company and of the consolidated group for the year ended 30 September 2015 and the reports by directors and auditors thereon.
2. To receive, consider and adopt the remuneration report of the company and of the consolidated group for the year ended 30 September 2015 (Refer P.4. Annual Report).
3. Mr D. G. Rees retires in accordance with the company's constitution and, being eligible, offers himself for re-election.
4. To transact any other business which may be lawfully brought forward.

By Order of the Board.



R. Rees B. Comm., CA  
 Director, Company Secretary

Moorabbin, 16 December 2015

**NOTES****VOTING**

Individual members who are registered shareholders as at 20<sup>th</sup> January 2016 at 1:00pm are entitled to vote in person or by proxy. In accordance with the Corporations Act 2001, the vote will be carried out via a show of hands unless a poll is requested.

Under the Company's Constitution Ordinary Shareholders are entitled to one vote per share, Preference Shareholders are entitled to a vote of four (4) votes for each share at this meeting if dividends are in arrears.

**PROXIES**

A member entitled to attend and vote is entitled to appoint no more than two other persons to attend the Meeting and to act on his behalf. Where a member appoints two proxies, the proportion of the members' voting rights given in favour of each proxy must be specified. An additional proxy form will be supplied by the Company on request. The proxy must be lodged at the registered office of the company not less than 48 hours before the timing of the Meeting. A proxy may, but need not be a member of the company, but should be a natural person over the age of 18 years.

**QUESTIONS**

As provided for by the Corporations Act 2001, reasonable opportunity will be provided during the meeting for members to raise questions about the management of the company. In addition any member may submit a written question to the auditors concerning the content of the auditor's report or the conduct of the audit on the current financial report. Any written questions to the auditors must be submitted to Sietel no later than 5 working days before the day of the AGM.

**VOTING EXCLUSION STATEMENT**

Pursuant to the Corporations Act 2001, Sietel will disregard any votes cast on resolution 2 (in any capacity) by or on behalf of any key management personnel or their closely related parties. The vote will not be excluded, however, if the above mentioned person is acting as a proxy for another, who has been delegated voting authority in writing, and it has been specified how the proxy will vote on the resolution. If a vote is cast by proxy, which originates from key management personnel or related party, it will also be disregarded.