

## **METAL BANK LIMITED SHAREHOLDER COMMUNICATION POLICY**

### **1. Introduction**

Metal Bank Limited (*the Company*) is committed to providing timely, balanced and accurate disclosure of all material information concerning the company to its shareholders to allow them to exercise their rights as shareholders in an informed and timely manner. This Policy should be read together with the Company's Continuous Disclosure Policy.

### **2. Purpose**

The purpose of this policy is to ensure effective communication with the Company's Shareholders, providing them with access to the latest information concerning the Company and encouraging participation in the events and activities of the Company.

### **3. How We Communicate**

The Company provides a number of different communications, all of which are made available on the Company's website ([www.metalbank.com.au](http://www.metalbank.com.au)) and emailed to subscribers to the Company's email alert service as soon as practicable after they have been released to the ASX. These include:

- The Annual and Half Year Reports;
- Quarterly Reports; and
- ASX Announcements.

The Annual Report is distributed to all Shareholders (unless a Shareholder has specifically requested not to receive the Report). The Board ensures that the Annual Report includes relevant information about the operations of the Company during the year, changes in the state of affairs of the Company and details of future developments, in addition to the other disclosures required by the Corporations Act 2001.

The Half-yearly Report contains summarised financial information and a review of the operations of the Company during the period. Half-yearly audited Financial Statements prepared in accordance with the requirements of Accounting Standards and the Corporations Act 2001 are lodged with the Australian Securities & Investments Commission and the Australian Stock Exchange.

The Financial Statements are sent to any Shareholder who requests them.

The Company also includes on its website:

- The Company's corporate governance statement and governance policies;
  - details of the Board members and members of senior management;
  - a summary of the Company's projects and activities;
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- contact details for the Company; and
- other information concerning the Company.

The Company provides an email alert service. Shareholders are encouraged to register for this service through the Company's website and once registered will receive important information by email, including ASX releases, annual and other reports, company presentations and notices of general meetings.

Shareholders may also elect to receive communications from the Company's share Registrar, Advanced Share Registry, by email. By visiting the Investor Online Service provided on the Advanced Share Registry website (<http://www.advancedshare.com.au>), shareholders may update their communication options to receive electronic communications, such as notices of meetings and annual reports via email.

The Company may conduct analyst, investor and media briefings from time to time. The information disclosed at such briefings is governed by the Company's Continuous Disclosure Policy and transcripts or copies of relevant presentations will be made available on the Company's website.

### **3. Annual General Meeting**

The Company's Annual General Meeting is usually held in Sydney. Other general meetings may be held at times and locations determined by the Board at its discretion.

Notices of the Annual General Meeting, together with accompanying information such as the explanatory memorandum, are sent to shareholders, either by mail or email, depending on the shareholder's election, and are also placed on the Company's website.

Shareholders are encouraged to attend the Annual General Meeting and to ask questions. The company update given by the Chair and other presentations at the Annual General Meeting will be released to ASX, placed on the company's website and sent via email alert to subscribers for this service. The Company's auditor attends the Annual General Meeting to answer shareholder questions about the conduct of the audit and the preparation and content of the auditor's report.

### **4. Contact Details**

Shareholders are encouraged to communicate with the Company. Contact details for the Company and its Registry are as follows:

*Place of Business and Registered Office*  
Suite 1503B, Level 15  
Goldfields House  
1 Alfred Street  
Sydney NSW 2000

*Mailing Address*

PO Box R933  
Royal Exchange  
NSW 1225 Australia

*Telephone:* +61 2 9078 7669

*Facsimile:* +61 2 9078 7661

*Email Enquiries:* [info@metalbank.com.au](mailto:info@metalbank.com.au)

*Website:* [www.metalbank.com.au](http://www.metalbank.com.au)

*Share Registry:*

Advance Share Registry Ltd  
110 Stirling Highway, Nedlands, 6009, WA, Australia  
PO Box 1156, Nedlands, WA 6909, Australia  
Telephone: +61 8 9389 8033  
Facsimile: +61 8 9262 3723  
Website: [www.advancedshare.com.au](http://www.advancedshare.com.au)

**5. Questions**

If you have any questions arising from this Policy please contact the Company Secretary.

**Approved by the Board**  
**28 August 2014**