BOARD OF DIRECTORS	REGISTERED AND PRINCIPAL BUSINESS OFFICE	AUDITORS	SECRETARY
G. L. Rees, Chairman R. Rees, Managing Director T. D. Rees, Director	C/- Cook's Body Works P/L 140-144 Cochranes Road Moorabbin Vic. 3189 Phone: (03) 9553 5740	Nexia Melbourne Audit Pty Ltd Registered Audit Company Level 35/600 Bourke Street Melbourne Vic 3000	R. Rees, B. Comm., CA
SOLICITORS Dandanis & Associates 1/17 Atherton Rd Oakleigh VIC 3166	BANKERS National Australia Bank Ltd 330 Collins Street Melbourne VIC 3000	Commonwealth Bank Ltd 385 Bourke St Melbourne VIC 3000	SHARE REGISTRY Boardroom Pty Ltd Lvl 8, 210 George St Sydney NSW 2000
Davies Moloney Lvl 8, 221 Queen St	Australia and New Zealand Banking Group Ltd	Bank of Melbourne Ltd 424 Warrigal Rd	Sietel Limited ACN 004 217 734

#### NOTICE OF ANNUAL GENERAL MEETING

Moorabbin VIC 3189

ABN 75 004 217 734

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 24<sup>th</sup> January 2025 at 12:00 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 2024 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 2024 (Refer P.4. Annual Report).
- 3. Mr G. L. 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.

235 Springvale Rd

Glen Waverley VIC 3150

By Order of the Board.

Melbourne VIC 3000

The JRT Partnership Lvl 2, 99 Queen St Melbourne VIC 3000

R. Rees B. Comm., CA, Director, Company Secretary Moorabbin, 9 December 2024

## **NOTES**

#### VOTING

Individual members who are registered shareholders as at 22<sup>nd</sup> January 2025 at 5:00pm 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. Dividends to Preference Shareholders are currently not 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.

# SIETEL LIMITED

A.B.N. 75 004 217 734

Registered Office: C/- Cook's Body Works Pty Ltd, 140-144 Cochranes Road, Moorabbin VIC 3189

#### **PROXY FORM**

I/We	(Name of Shareholder)				
of	(Address of shareholder)				
being a member/members of Siete	Limited and entitled	(Number and Class of Si			
	(Name of proxy)				
ofor in his/her absence, the Chairma General Meeting of the Company to	(Address of proxy) n of the Meeting as m	y/our proxy vote for n	 ne/us and on my/our		•
Unless otherwise instructed the property, he will vote all undirected provote, the following should be comp	oxies in favour of all re				d
I/WE INSTRUCT MY/OUR PROXY	TO VOTE AS INDIC	ATED BELOW IN RE	SPECT OF:-		
		FOR	AGAINST	ABSTAIN	
Adoption of Financial Report					
Adoption of Remuneration Report					
Election of a Director – Mr. G. L. Ro	ees				
As witness on this		day of	2024/2025		
Signature	(Individual Shareholder / Dir				

A member entitled to attend and vote is entitled to appoint not more than two proxies. Where a member appoints more than one proxy, each proxy must be appointed a specified portion of the members voting rights. A proxy need not be a member of the Company. To be effective Proxies and any Power of Attorney under which a Proxy may be signed must be lodged at the company's registered office, C/- Cook's Body Works Pty Ltd, 140-144 Cochranes Road, Moorabbin VIC 3189, not less than 48 hours before the time for holding the Meeting. A proxy executed by a Corporation must be under seal. Under the Articles of Association, Preference Shareholders are entitled to vote at this Meeting and have four votes for each share held if dividends are in arrears.

If a representative of a corporate security holder or proxy is to attend the meeting you will need to provide the appropriate 'Appointment of Corporate Representative' form. This form can be found on our website www.sietel.com.au under 'Appointment of Corporate Representative form'.

Sietel Ltd contact details:

E: accounts@sietel.com.au

Ph: (03) 9553 5740 Fax: (03) 9555 2662