

Virtual AGM Online Guide

Before you begin

Ensure your browser is compatible. Check your current browser by going to the website: **whatismybrowser.com**

Supported browsers are:

- Chrome – Version 44 & 45 and after
- Firefox – 40.0.2 and after
- Safari – OS X v10.9 & OS X v10.10 and after
- Internet Explorer 9 and up

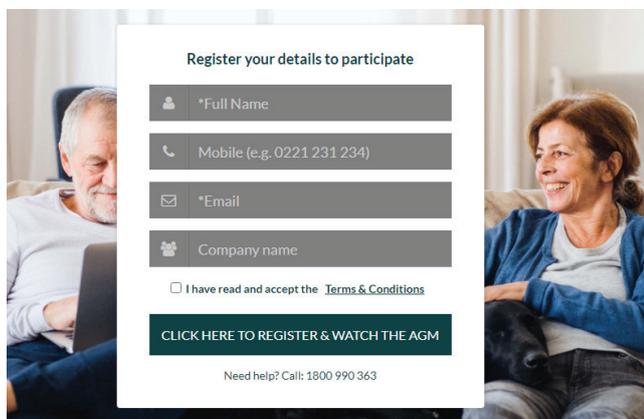
To vote or ask a question, you must have your shareholder number* and postcode / country code.

If you are an appointed proxy your proxy number will be provided to you by Link before the meeting.

Please make sure you have this information before proceeding.

*Shareholder number refers to the Shareholder Reference Number (SRN) or the Holder Identification Number (HIN).

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The registration form is titled "Register your details to participate". It contains the following fields and options:

- *Full Name
- Mobile (e.g. 0221 231 234)
- *Email
- Company name
- I have read and accept the [Terms & Conditions](#)
- CLICK HERE TO REGISTER & WATCH THE AGM**
- Need help? Call: 1800 990 363

Step 1

Open your web browser and go to agmlive.link/suncorp20

Step 2

Register to participate in the AGM using your full name and email address (these are required fields) and company name (if applicable). If you choose to also enter your phone number, this can be used to contact you in the event that you report any technical issues to Link during the online AGM.

You can register up to one hour before the meeting commences.

Please read and accept the terms and conditions before clicking on the green **'Click here to Register & Watch the AGM'** button.

You will then see:

- On the left – a live video webcast of the AGM
- On the right – the presentation slides that will be addressed during the AGM
- At the bottom – buttons for 'Get a Voting Card', 'Ask a Question' and a list of company documents to download

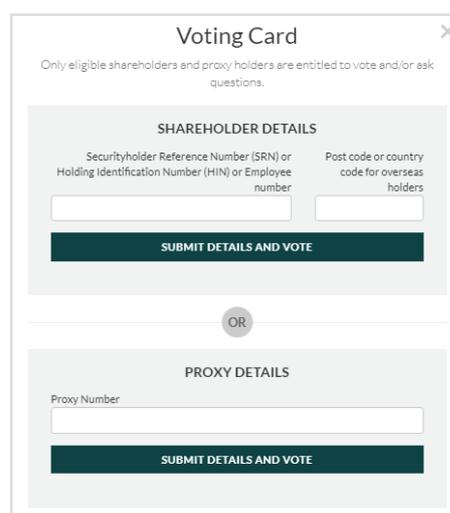
Note: If you close your browser, your session will expire and you will need to log back into the platform. If you are using the same email address, you can request a link to be emailed to you that will enable you to log back in.

1. Get a Voting Card

To register to vote – click on the 'Get a Voting Card' button.

Note: Only eligible shareholders and their appointed proxyholders can vote at the AGM.

This will bring up a box which looks like this.



The Voting Card form is titled "Voting Card" and includes a close button (X). Below the title is a note: "Only eligible shareholders and proxy holders are entitled to vote and/or ask questions." The form is divided into two sections:

- SHAREHOLDER DETAILS**: Includes fields for "Securityholder Reference Number (SRN) or Holding Identification Number (HIN) or Employee number" and "Post code or country code for overseas holders". A "SUBMIT DETAILS AND VOTE" button is located below these fields.
- OR**: A separator between the two sections.
- PROXY DETAILS**: Includes a field for "Proxy Number". A "SUBMIT DETAILS AND VOTE" button is located below this field.

If you wish to vote during the AGM and have not voted prior to the AGM – click on the 'Get a Voting Card' button.

If you are a shareholder enter your Shareholder Reference Number (SRN), Holder Identification Number (HIN) or Employee Number as well as your post code or county code for overseas holders.

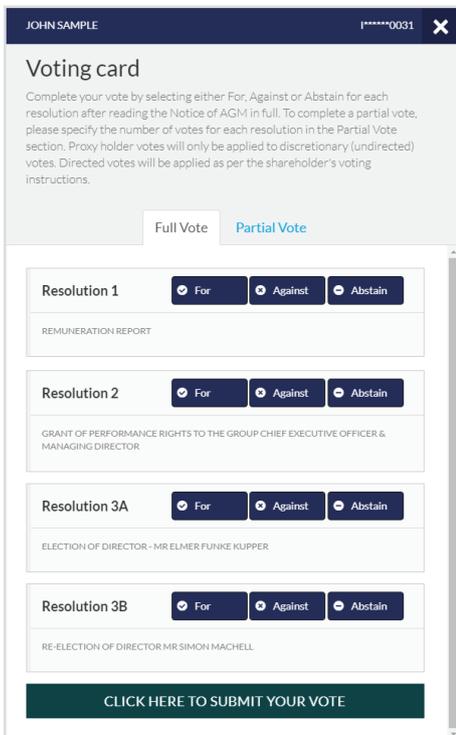
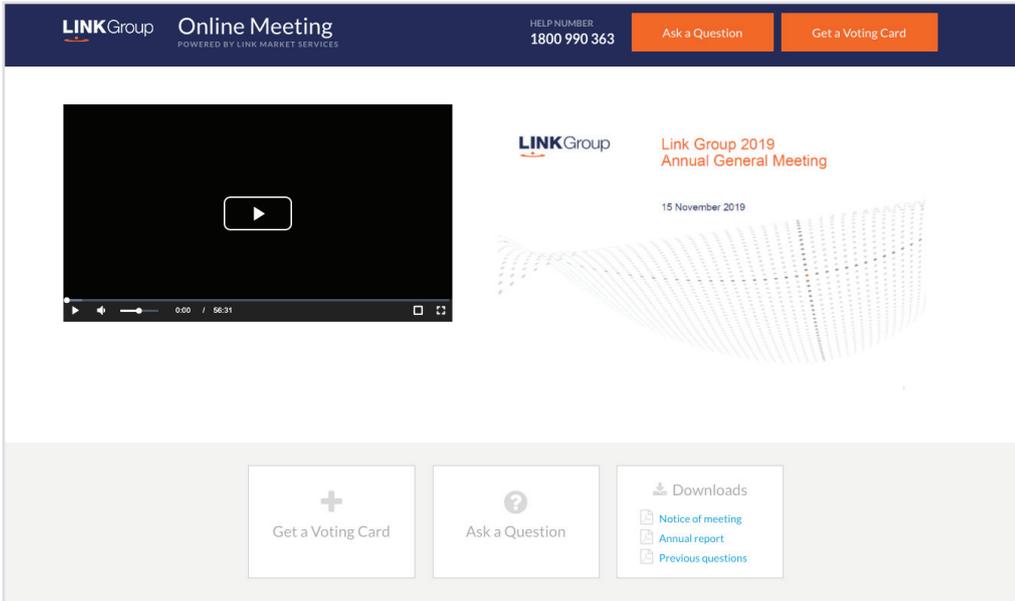
If you are an appointed Proxy, please enter the Proxy Number issued by Link in the PROXY DETAILS section.

Then click the **'SUBMIT DETAILS AND VOTE'** button.

Once you have registered, your voting card will appear with all of the resolutions to be voted on by shareholders at the AGM (as set out in the Notice of Meeting). You may need to use the scroll bar on the right hand side of the voting card to view all resolutions.

Shareholders and proxies can either submit a Full Vote or Partial Vote.

If you have already lodged your vote, and you have obtained a voting card in the online AGM platform, your previous vote will be overridden.



Full Votes

To submit a full vote on a resolution ensure you are in the **'Full Vote'** tab. Place your vote by clicking on the **'For'**, **'Against'**, or **'Abstain'** voting buttons.

Partial Votes

To submit a partial vote on a resolution ensure you are in the **'Partial Vote'** tab. You can enter the number of votes (for any or all) resolution/s. The total amount of votes that you are entitled to vote for will be listed under each resolution. When you enter the number of votes it will automatically tally how many votes you have left.

Note: If you are submitting a partial vote and do not use all of your entitled votes, the un-voted portion will be submitted as No Instruction and therefore will not be counted.

Once you have finished voting on the resolutions scroll down to the bottom of the box and click on the **'Submit Vote'** or **'Submit Partial Vote'** button.

Note: You can close your voting card without submitting your vote at any time while voting remains open. Any votes you have already made will be saved for the next time you open up the voting card. The voting card will appear on the bottom left corner of the webpage. The message **'Not yet submitted'** will appear at the bottom of the page.

You can edit your voting card at any point while voting is open by clicking on **'Edit Card'**. This will reopen the voting card with any previous votes made.

Once voting has been closed all voting cards will automatically be submitted and cannot be changed.

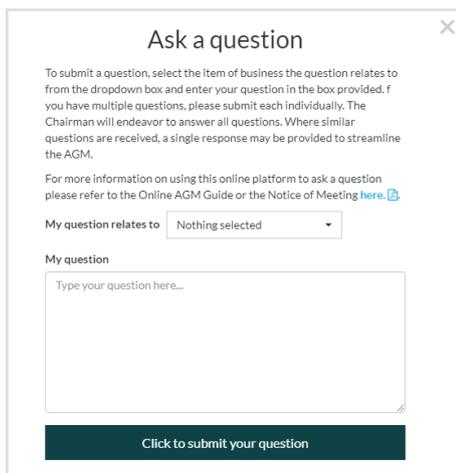
At the conclusion of the AGM a red bar with a countdown timer will appear at the top of the Webcast and Slide windows advising the remaining voting time. Please make any changes and submit your voting cards.

2. How to ask a question

Note: Only eligible shareholders and their appointed proxyholders can ask questions.

If you have yet to obtain a voting card, you will be prompted to enter your shareholder or proxy details before you can ask a question. To ask a question, click on the 'Ask a Question' button either at the top or bottom of the webpage.

The '**Ask a Question**' box will then pop up with two sections for completion.



The screenshot shows a pop-up window titled "Ask a question" with a close button (X) in the top right corner. The text inside reads: "To submit a question, select the Item of business the question relates to from the dropdown box and enter your question in the box provided. If you have multiple questions, please submit each individually. The Chairman will endeavor to answer all questions. Where similar questions are received, a single response may be provided to streamline the AGM." Below this, it says: "For more information on using this online platform to ask a question please refer to the Online AGM Guide or the Notice of Meeting [here](#)." There is a dropdown menu labeled "My question relates to" with "Nothing selected" chosen. Below that is a text area labeled "My question" with the placeholder "Type your question here...". At the bottom is a dark green button labeled "Click to submit your question".

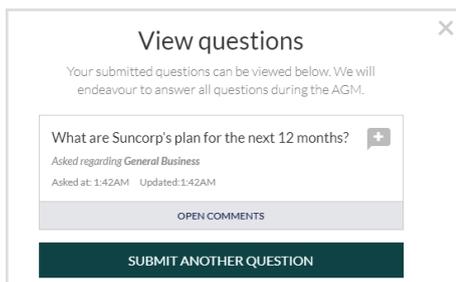
In the '**Regarding**' section click on the drop down arrow and select the category/resolution for your question.

Click in the '**Question**' section and type your question and click on 'Submit'.

A '**View Questions**' box will appear where you can view your questions at any point. Only you can see the questions you have asked.

If your question has been answered and you would like to exercise your right of reply, you can submit another question.

Note that not all questions are guaranteed to be answered during the AGM, but we will do our best to address your concerns.



The screenshot shows a pop-up window titled "View questions" with a close button (X) in the top right corner. The text inside reads: "Your submitted questions can be viewed below. We will endeavour to answer all questions during the AGM." Below this is a card for a question: "What are Suncorp's plan for the next 12 months?" with a plus icon. Underneath the question, it says "Asked regarding General Business", "Asked at: 1:42AM", and "Updated: 1:42AM". Below the card is a grey button labeled "OPEN COMMENTS". At the bottom of the pop-up is a dark green button labeled "SUBMIT ANOTHER QUESTION".

3. Downloads

Click on the links provided to review the Notice of Meeting and other relevant documents.

4. Voting closing

Voting will end 5 minutes after the close of the AGM.

At the conclusion of the AGM a red bar with a countdown timer will appear at the top of the Webcast and Slide screens advising the remaining voting time. If you have not submitted your vote, you should do so now.

At the close of the meeting any votes you have placed will automatically be submitted.

5. Need help?

If you're having trouble registering, please call the Help line on 1800 990 363.

Contact us

Australia
T 1300 882 012

Outside Australia
T +61 2 8767 1219

E suncorp@linkmarketservices.com.au

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