

**The Warehouse Group Limited**

## **Investor Communications Policy**

### **1. Purpose**

The Warehouse Group Limited ("the Company") is committed to providing a high standard of communication to its shareholders, bondholders and other market participants ("Investors"). The Company believes effective communication is achieved by providing equal access to timely, accurate and complete information.

The Company has an obligation to comply with the NZX Listing Rules and legislative requirements, including the Companies Act 1993 and the Financial Markets Conduct Act 2013, pursuant to which it is required to disclose information to its Investors. In addition to meeting its disclosure obligations, the Company is also committed to providing comprehensive information to Investors to ensure they have all the information they reasonably require in order to make informed assessments of the Company's value and prospects.

This policy's objective is to describe the Company's processes for providing information to Investors.

### **2. Responsibility**

The Board is responsible for administering this policy. Day to day responsibility for implementation has been delegated to the Company Secretary or their nominee ("Disclosure Officer").

### **3. Approach**

The Company is committed to fostering constructive relationships with Investors. In particular, it is committed to:

- communicating effectively with Investors;
- giving Investors ready access to balanced and understandable information about the Company;
- making it easy for shareholders to participate in the Company's general meetings; and
- maintaining an up-to-date investor website that provides Investors with information about the Company and its business operations.

### **4. Communication**

The Company's annual report is an important piece of communication provided each year to shareholders. Shareholders can choose to receive communications from the Company, including the Company's annual report, electronically (by providing the Company with their email address), or in printed form. The Company encourages shareholders to receive communications electronically, as it is a more sustainable, timely and lower cost option.

The Company's website will contain:

- investor-related financial and operational information, including media releases, stock exchange disclosures, annual reports, half and full year announcements, climate-related disclosures, investor presentations and webcasts, share price information, dividend details, notices of shareholder meetings, ASM webcasts, and director and management biographies; and
- governance related material including the Company's governance policies and charters.

The Company will hold a briefing for analysts and media after the release of its interim and annual results in March and September respectively each year.

**5. Shareholder Access to Directors, Management and Auditors**

Shareholders may, at any time, direct questions or requests for information through the Company's website or by contacting the Company's relevant officer in charge of Investor Relations. The Company has a dedicated email address for Investor questions, [investor@twgroup.co.nz](mailto:investor@twgroup.co.nz).

**6. Shareholder Meetings**

At each Annual Shareholders' Meeting ("ASM"), shareholders will have the opportunity to ask general questions of directors through the Chair of the meeting.

The Chairs of the Board's committees will be available at the ASM to respond to any questions shareholders may have regarding the matters covered by the respective Board committees.

The Company's Group Chief Executive Officer ("CEO") will provide an update on the Company's progress.

The Company's external auditors and legal advisers will attend each ASM and will be available to answer any questions shareholders may have that are relevant to their work with the Company.

The ASM will be held in New Zealand at a time and location designed to maximise participation by shareholders in person and / or by webcast.

A Notice of Meeting will be distributed prior to the ASM within applicable timeframes and uploaded onto the Company's website at least 20 working days prior to the meeting. Voting at the ASM will be conducted by a poll.

**7. Authorised Spokespersons**

Spokespersons authorised to speak on behalf of the Company are:

- the Board Chair (or Chair of the Audit and Risk Committee in the Chair's absence);
- the CEO; and
- the Chief Financial Officer.

The Board Chair or the CEO may authorise other spokespersons on specific matters. Other than approved spokespersons, no employee or associated person such as a contractor, adviser or other party is permitted to comment publicly on matters related to the Company.

Authorised spokespersons will liaise closely with the Disclosure Officer (or a nominee) to ensure all proposed public comments satisfy this policy and to minimise the risk of inadvertent disclosures of material information.

**Document Review:**

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Policy owner	Company Secretary
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