

# Mt Eliza Community Enterprise Ltd

1 September 2018



Dear Shareholder,

On behalf of the Board of Mt Eliza Community Enterprise Ltd, I am writing to give you early notice that our Annual General Meeting will take place on Monday 19 November 2018 at the Mt Eliza Bowling Club. A formal Notice of Meeting will follow within the next few weeks with our 2018 Annual Report.

The main reason for this letter is to advise that we are delighted to announce that the Directors will be recommending to the AGM that the company pay its first dividend.

The proposed dividend is 5 cents per share to be payable to all shareholders registered as at 1 October 2018. The dividend will be unfranked and we anticipate that it will be paid on 14 December 2018.

As with most other companies, we intended to pay the dividend directly into a shareholders' bank account. Cheques will not be issued. To facilitate this, you will need to provide bank account details into which you would like the payment made. You may also like to advise your Tax File Number. I have enclosed a copy of the Shareholder Details Form.

Even if you completed a form when you initially purchased your shares, it may be appropriate to do so again in case any of your details have changed. You can advise your details in one of the following ways:

- Login to your account at Registry Direct (if you have one) and add your bank account details:  
[www.registrydirect.com.au/shareholders/](http://www.registrydirect.com.au/shareholders/)
- Post your completed form to: RSD Chartered Accountants, PO Box 30 Bendigo VIC 3552 (to be received by 26 October 2018)
- Post your completed form to: Mt Eliza Community Enterprise Ltd, PO Box 307 Mt Eliza VIC 3930 (to be received by 19 October 2018)
- Leave your completed form at our Mt Eliza branch in a sealed envelope marked attention MECE Secretary (by 19 October 2018).

Naturally we would like your dividend to be paid into a bank account held at our Mt Eliza **Community Bank**<sup>®</sup> Branch. Every account helps to increase our revenue and ultimately benefits our shareholders and the community. This is not essential. But if you would like to open an account at our Mt Eliza branch the staff would be delighted to help you.

Arrangements will be made for shareholders who do not have a valid bank account, or who do not wish to disclose these details.

As I am sure you appreciate, the seven years since Mt Eliza Community Enterprise Ltd began operating have not been easy. It has taken a great deal of hard work by Directors (past and present) and our staff. I thank everyone who has been involved, and I thank you for your ongoing support.

Yours sincerely



Reagan H. Barry  
Chairman  
Mt Eliza Community Enterprise Ltd

**Mt Eliza**  
**Community Enterprise Ltd**  
**Shareholder Details Form**



Shareholder:	
Address:	
Telephone:	
Mobile:	
Email:	
Date of Birth: If applicable	
Tax File Number: Please place only the TFN for the shareholder listed above	(PLEASE NOTE: if a TFN is not quoted, withholding tax may be deducted from any future unfranked dividend payments)
Australian Business Number: If applicable	

***For receipt of dividend payment please provide details:***

Bank Account Name:			
Account BSB:		Account number:	
Name of bank or financial institution			

***Receipt of future correspondence preference (please circle):***

Annual Report (Email/ Mail/ View Online)  
 Notice of Meeting + Proxy form (Email/ Mail/ View Online)  
 General correspondence (Email/ Mail/ View Online)

*Note: If no preference for receipt of Annual Report is stated, then it will default to viewing online via the website [www.bendigobank.com.au](http://www.bendigobank.com.au)*

Sign here – This section <u>must</u> be signed by <u>ALL</u> shareholders for your instructions to be executed	Shareholder One/ Executor 1	Shareholder Two/ Executor 2	Sole Director & Sole Company Secretary
Date			