ASSOB



16 April 2010

Dear Shareholder

Australian Small Scale Offerings Board Limited – Extraordinary General Meeting called for 26 May 2010 cancelled and meeting called for 23 June 2010

Please disregard the notice of meeting that you would have received in the last few days. The extraordinary general meeting to be held on Wednesday 26 May 2010 has been cancelled.

Mr Puls has instead called an extraordinary general meeting to be held on Wednesday 23 June at 2.00 pm at level 15, 2 Corporate Court, Bundall Qld 4217. Please read the enclosed notice of meeting for full details.

Yours sincerely

Susan Williams Company Secretary

If . Williams





# AUSTRALIAN SMALL SCALE OFFERINGS BOARD LIMITED ACN 109 469 383

## NOTICE OF EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting of shareholders of Australian Small Scale Offerings Board Limited will be held at

Corporate Centre One, Level 15, 2 Corporate Court, BUNDALL QLD 4217

on

Wednesday, 23 June 2010 at 2.00 pm eastern standard time

This meeting replaces the EGM previously called for 26 May 2010, which has been cancelled

# **ITEMS OF BUSINESS**

To consider, and if thought fit, pass the following resolutions:

# 1. Removal of Mr Christopher Timothy Lane as a Director

That Mr Christopher Timothy Lane be and is hereby removed from office as a Director of the Company in accordance with clause 20.4 of the Company's Constitution and section 203D of the Corporations Act 2001.

# 2. Removal of Mr Daniel Richard Watts as a Director

That Mr Daniel Richard Watts be and is hereby removed from office as a Director of the Company in accordance with clause 20.4 of the Company's Constitution and section 203D of the Corporations Act 2001.

# 3. Election of Ms Susan Joan Williams as a Director of the Company

That Ms Susan Joan Williams, having been nominated by a member in accordance with clause 19.5 of the Company's Constitution and having given her consent to that nomination, be and is hereby elected a director of the Company.

Convened in accordance with s. 249CA of the Corporations Act 2001,

Anthony Puls Director

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16 April 2010

# ASSOB



#### **NOTES**

#### Voting by proxy

A shareholder of the Company entitled to attend and vote is entitled to appoint not more than two proxies. Where more than one proxy is appointed, each proxy must be appointed to represent a specified proportion of the shareholder's voting rights. If the shareholder appoints two proxies and the appointment does not specify this proportion, each proxy may exercise half of the votes. A proxy need not be a shareholder of the Company and may be a person or a body corporate.

Note that pursuant to clause 18.2 of the Company's Constitution the instrument appointing a proxy and the original power of attorney must be received by the Company at least 48 hours before the meeting ie. 2.00 pm Monday 21<sup>st</sup> June 2010, by delivery to the Company's Registry either: by mail to Share Registry-Registries Limited, GPO Box 3993, Sydney NSW 2001 Australia, or by fax to +61 2 9290 9655 or in person to Share Registry-Registries Limited, Level 7, 207 Kent Street, Sydney NSW 2000 Australia.

#### Voting entitlement

In accordance with Regulation 7.11.37 of the Corporations Regulations 2001 the Company has determined that the shareholding of each shareholder for the purpose of voting entitlements for the Extraordinary General Meeting or adjourned meeting will be as it appears in the Share Register at 2.00 pm on Monday 24 May 2010.

#### Voting by attorney

A member entitled to attend and vote at the meeting may appoint an attorney to vote at the meeting. Attorneys should bring to the meeting an original or certified copy of the power of attorney.

#### Corporate representatives

A corporation who is a member, or who has been appointed as a proxy by a member, may appoint a person to act as its representative in accordance with s 250D of the Corporations Act 2001 to vote at the meeting. Evidence of the appointment must be brought to the meeting together with any authority under which it is signed. A pro forma Certificate of Appointment of Corporate Representative may be obtained from the Company's Share Registry.

### Voting procedure

The vote on each resolution will be decided on a show of hands unless a poll is validly demanded. Each member present in person, by proxy, attorney or representative, has one vote on a show of hands and one vote for each fully paid share held on a poll.

For a person who has been appointed as a proxy under two or more instruments that specify different ways to vote on a resolution, the person may not vote as a proxy on a show of hands, however, if the person is a member, the person may vote on a show of hands without regard to the proxy the person holds.

#### Jointly held shares

If shares are jointly held, only one of the members can vote. If more than one joint member votes, only the vote of the member whose name appears first on the register of members will be counted.





#### **EXPLANATORY NOTES**

These Explanatory Notes set out information in connection with the business to be considered at the Extraordinary General Meeting of Shareholders proposed to be held at Corporate Centre One, Level 15, 2 Corporate Court, BUNDALL QLD 4217 on Wednesday 23 June 2010 at 2.00 pm Eastern Standard Time.

The following items of ordinary business will be considered at the meeting:

# Item 1: Removal of Mr Christopher Timothy Lane as a director

The mover of this resolution believes performance of the Board would be improved were this director removed.

#### Item 2: Removal of Mr Daniel Richard Watts as a director

The mover of this resolution believes performance of the Board would be improved were this director removed.

#### Item 3: Election of Ms Susan Joan Williams as a director

Susan Williams is a qualified accountant (CPA) and corporate governance professional (ACIS – Chartered Secretary) with over 30 years experience. She has held executive and senior management roles with ASX, NSX and NASDAQ listed companies, as well as private and not-for-profit organisations. She holds a degree in accounting, an MBA (international business), and a Graduate Diploma of Applied Corporate Governance. Susan is also a member of the Australian Institute of Company Directors (MAICD) and is a Registered Tax Agent.

Ms Williams has experience across a broad range of industries including information technology, medical devices, consumer goods and fashion. She has worked with multinational and high growth organisations with global exports and operations in Asia, US and UK. Susan has participated in merger and acquisition activity in Australia and Malaysia. Susan operates her own business providing corporate governance services and assistance to start-up and growing companies that are raising equity capital. She is a director of The JunctionWorks Ltd. and Garrigal Housing Association Ltd. Susan has been Company Secretary of Australian Small Scale Offerings Board since September 2008 and will continue to hold this office.



# Name and Address

# FOR ALL ENOUIRIES CALL:

Australian Small Scale Offerings Board Ltd

(within Australia) 1300 737 760 (outside Australia) +61 2 9290 9600

FACSIMILE

ABN 21 109 469 383

+61 2 9290 9655

#### ALL CORRESPONDENCE TO:

Registries Limited GPO Box 3993 Sydney NSW 2001 Australia

#### Your Address

This is your address as it appears on the company's share register. If this is incorrect, please mark the box with an "X" and make the correction on the form. Securityholders sponsored by a broker should advise your broker of any changes. Please note, you cannot change ownership of your securities using this form.

<SRN/HIN>

# YOUR VOTE IS IMPORTANT

FOR YOUR VOTE TO BE EFFECTIVE IT MUST BE RECORDED BEFORE 2.00 PM MONDAY 21st JUNE 2010

# TO VOTE BY COMPLETING THE PROXY FORM

# STEP 1 Appointment of Proxy

Indicate here who you want to appoint as your Proxy
If you wish to appoint the Chairman of the Meeting as your proxy, mark the box. If
you wish to appoint someone other than the Chairman of the Meeting as your proxy
please write the full name of that individual or body corporate. If you leave this
section blank, or your named proxy does not attend the meeting, the Chairman of
the Meeting will be your proxy. A proxy need not be a security holder of the
company. Do not write the name of the issuer company or the registered
securityholder in the space.

# Proxy which is a Body Corporate

Where a body corporate is appointed as your proxy, the representative of that body corporate attending the meeting must have provided an "Appointment of Corporate Representative" prior to admission. An Appointment of Corporate Representative form can be obtained from the company's securities registry.

# Appointment of a Second Proxy

You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you wish to appoint a second proxy, an additional Proxy Form may be obtained by telephoning the company's securities registry or you may copy this form

To appoint a second proxy you must:

- (a) complete two Proxy Forms. On each Proxy Form state the percentage of your voting rights or the number of securities applicable to that form. If the appointments do not specify the percentage or number of votes that each proxy may exercise, each proxy may exercise half your votes. Fractions of votes will be disregarded.
- (b) return both forms together in the same envelope.

# STEP 2 Voting Directions to your Proxy

You can tell your Proxy how to vote

To direct your proxy how to vote, place a mark in one of the boxes opposite each item of business. All your securities will be voted in accordance with such a direction unless you indicate only a portion of voting rights are to be voted on any item by inserting the percentage or number of securities you wish to vote in the appropriate box or boxes. If you do not mark any of the boxes on a given item, your proxy may vote as he or she chooses. If you mark more than one box on an item your vote on that item will be invalid.

# STEP 3 Sign the Form

The form **must** be signed

In the spaces provided you must sign this form as follows:

Individual: This form is to be signed by the securityholder.

Joint Holding: where the holding is in more than one name, all the securityholders must sign.

Power of Attorney: to sign under a Power of Attorney, you must have already lodged it with the registry. Alternatively, attach a certified photocopy of the Power of Attorney to this form when you return it.

Companies: this form must be signed by a Director jointly with either another Director or a Company Secretary. Where the company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. Please indicate the office held by signing in the appropriate place.

## STEP 4 Lodgement of a Proxy

This Proxy Form (and any Power of Attorney under which it is signed) must be received at an address given below not later than 48 hours before the commencement of the meeting at 2.00 pm on Monday, 21 June 2010. Any Proxy Form received after that time will not be valid for the scheduled meeting.

Proxies may be lodged using the reply paid envelope or:

BY MAIL Share Registry – Registries Limited, GPO Box 3993, Sydney NSW

2001 Australia

**BY FAX** + 61 2 9290 9655

IN PERSON Share Registry – Registries Limited, Level 7, 207 Kent Street, Sydney

NSW 2000 Australia

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I/We bein or failing	the Chairman the Meeting (mark with an 'X') g the individual o alian Small Scal	of OR  or body corporale Offerings Boa	F Proxy  cale Offerings Board Limited and entitled to attend and vote here  the named, or if no individual or body corporate is named, and Limited to be held at Corporate Centre One, Level 15, to act on my/our behalf and to vote in accordance with	If you are not appointing here the full name of the Securityholder) you are the Chairman of the Meeting, as my, 2 Corporate Court, Bundall Qld on	e individual or bo appointing as yo y/our proxy at the Wednesday the	dy corporate (e ur proxy. ne Extraordir e 23rd of JU	excluding the re nary General I ne 2010 at 2	egistered  Meeting .00 pm
		ng direction	ons to your Proxy – please mark 🗷	to indicate your direct	For	Against	Abotoin*	1
Item 1	ary Business	To remo	ve Christopher Timothy Lane as a director		FOI	Against	Abstain*	
Item 2			ve Daniel Richard Watts as a director		╁╬			
Item 3			Susan Joan Williams as a director		$\parallel$		H	
			bove. The Chairman of the Meeting intends to vote undir	rected proxies in favour of each of th	ne items of bus	ness		
			ticular item, you are directing your proxy not to vote on y	·			ot be counted	ni b

STEP 3 - PLEASE SIGN HERE This section *must* be signed in accordance with the instructions overleaf to enable your directions to be implemented.

Contact Daytime Telephone ....... Date

Securityholder 3

**Director/Company Secretary** 

/2010

Securityholder 2

Director

computing the required majority on a poll.

Individual or Securityholder 1

Sole Director and Sole Company Secretary

Contact Name .....