



# Communications Policy

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This policy sets out the standards and the requirements for communicating with our stakeholders. It is consistent with both the Australian Securities Exchange (**ASX**) Corporate Governance Council's *Corporate Governance Principles and Recommendations* and the Australasian Investor Relations Association (**AIRA**) Best Practice Investor Relations: Guidelines for Australasian Listed Entities.

## Quick Facts

- Treasury Wines Estates Limited (**TWE**) is committed to providing stakeholders with access to the latest information available in a timely manner.
- TWE's primary channels for stakeholder communications are the TWE website ([www.tweglobal.com](http://www.tweglobal.com)), ASX Announcements, Annual Reports and Annual General Meetings.
- TWE supports the use of electronic communication with investors to provide environmental and economic benefits to its investors.
- TWE shareholders may contact the share registry, Computershare Investor Services Pty Ltd, for information about the method in which they receive shareholder communications.
- Engagement with institutional shareholders and sell-side analysts is managed separately by TWE's Investor Relations team.
- This policy is regularly reviewed by the Board and will be updated (as appropriate) to reflect current best practice in communications with stakeholders.

## TWE's website

The TWE website will provide the following information for stakeholders:

- ASX Announcements
- Annual Reports
- Sustainability Reports
- Corporate Governance Statements
- Notices of Meetings and accompanying explanatory material
- Half Year and Full Year Results
- Presentations and Conference Calls, including investor day events (Webcasts)
- Details of Annual General Meetings
- Key Dates
- Shareholder Information
- Constitution, Board and Board Committee Charters and Corporate Governance Policies
- Investor Contacts
- Media Releases and other public information on TWE's activities

## ASX announcements

TWE makes announcements to ASX in accordance with its Disclosure Policy and as required by the ASX Listing Rules and these are available to stakeholders via the TWE website or ASX website.

## **Annual Reports and Sustainability Reports**

The Annual Report is a comprehensive means of communicating with shareholders about our activities, operations and performance over the past financial year.

The Sustainability Report provides a means of communicating with shareholders about our activities and performance in the area of sustainability over the past financial year.

The default option for shareholders receiving the Annual Report and Sustainability Report is via the TWE website. Shareholders who wish to receive a hard copy of the Annual Report must elect to do so via the share registry.

## **Half and full year results**

The financial results for the half year ended 31 December are likely to be reported in February and results for the full year ended 30 June are likely to be reported in August.

The results are announced to ASX and available to shareholders in the same manner as other ASX Announcements.

## **Presentations and conference calls**

TWE provides stakeholders with the opportunity to view webcasts or listen to recordings of presentations and conference calls which are posted to our website.

## **Annual General Meetings**

The date, time and location of the Annual General Meeting or other General Meetings are contained in the Notice of Meeting sent to all shareholders. All Notices of Meetings and accompanying explanatory material are released to ASX and posted on our website.

Shareholders may lodge a proxy form either via mail, facsimile or electronically. Details of how to lodge a proxy form can be found in the Notice of Meeting.

Shareholders may lodge electronic proxy forms via the TWE website. Shareholders who have elected to receive the Notice of Meeting and Proxy via email will be sent a direct link to online proxy voting.

## **Receiving communications via email**

Shareholders may elect to receive communications electronically by registering their email address with the share registry as follows:

- Go to the Shareholder Information section of the website which is located under the Investor section.
- Click on the Easy Updates icon and input your details.
- Registered shareholders will then receive an email alert with a link to the relevant part of the website whenever shareholder communications are released.
- Shareholders who elect to receive communications from TWE by email will not receive communications by post.
- It is the responsibility of shareholders to keep a current email address and to notify the share registry of any changes to these details.

The **TWE online share registry** can be accessed via the Shareholder Information section of the TWE website. This service enables shareholders to update their details online, check their shareholding, download statements, change their communication elections and download commonly used forms.

## **Beneficial owners**

Beneficial owners can receive copies of Annual Reports and Notices of Meetings by making a request to the share registry or TWE's Investor Relations.

## **Company Contacts**

### **Shareholders** *(you will need your SRN or HIN)*

Computershare Investor Services Pty Ltd  
Yarra Falls, 452 Johnston Street  
Abbotsford VIC 3067  
GPO Box 2975  
Melbourne VIC 3001  
Ph: 1800 158 360  
Ph: +61 3 9415 4208 (outside Australia)  
Facsimile: + 61 3 9473 2500  
Website: [www.investorcentre.com/contact](http://www.investorcentre.com/contact)

### **Investor Relations**

Treasury Wine Estates Limited  
Level 8, 161 Collins Street  
Melbourne VIC 3000  
Telephone: +61 3 8533 3000  
Email: [investors@tweglobal.com](mailto:investors@tweglobal.com)  
Website: [www.tweglobal.com](http://www.tweglobal.com)

### **Corporate Communications**

Treasury Wine Estates Limited  
Level 8, 161 Collins Street  
Melbourne VIC 3000  
Telephone: +61 3 8533 3000  
Email: [corporate.communications@tweglobal.com](mailto:corporate.communications@tweglobal.com)  
Website: [www.tweglobal.com](http://www.tweglobal.com)