## Notice of Annual General Meeting 2018

COLLINS FOODS LIMITED ACN 151 420 781

Notice is given that Collins Foods Limited (the 'Company') will hold its 2018 Annual General Meeting at 9.30am (Brisbane time) on Thursday, 6 September 2018 at the Macleod Room, Novotel Brisbane Airport, 6-8 The Circuit, Brisbane Airport, Brisbane, Queensland 4008.

#### **Business**

#### 1. FINANCIAL AND OTHER REPORTS

To receive and consider the Financial Report, Directors' Report and Auditor's Report of the Company and its controlled entities for the financial period ended 29 April 2018.

#### RE-ELECTION OF DIRECTOR - ROBERT KAYE SC

To consider and, if thought fit, to pass the following resolution as an ordinary resolution:

"To re-elect as a Director of the Company Robert Kaye SC who, being a Director of the Company, retires and, being eligible, offers himself for re-election."

#### **RE-ELECTION OF DIRECTOR - NEWMAN MANION**

To consider and, if thought fit, to pass the following resolution as an ordinary resolution:

"To re-elect as a Director of the Company Newman Manion who, being a Director of the Company, retires and, being eligible, offers himself for re-election "

#### 4. RE-ELECTION OF DIRECTOR - KEVIN PERKINS

To consider and, if thought fit, to pass the following resolution as an ordinary resolution:

"To re-elect as a Director of the Company Kevin Perkins who, being a Director of the Company, retires and, being eligible, offers himself for re-election."

#### PROPOSED ISSUE OF PERFORMANCE RIGHTS TO GRAHAM MAXWELL UNDER THE LTIP

To consider and, if thought fit, to pass the following resolution as an ordinary resolution:

"That for the purpose of Listing Rule 10.14 and for all other purposes, approval is given for the issue, to the Managing Director & CEO of the Company, Graham Maxwell, of Performance Rights under the LTIP as a long-term incentive on the terms set out in the Explanatory Notes, and for the issue of Shares upon exercise of those Performance Rights."

**Note**: This resolution is subject to the voting exclusions set out below.

#### 6. ADOPTION OF REMUNERATION REPORT

To consider and, if thought fit, to pass the following as an ordinary resolution:

"That the Remuneration Report (which forms part of the Directors' Report) in respect of the period ended 29 April 2018 be adopted."

Note: This resolution is:

- subject to the voting exclusions set out below; and
- advisory only and does not bind the Directors or the Company.



### **Voting Exclusions**

The Company will disregard any votes cast in favour on:

- Item 5 (Proposed issue of Performance Rights to Graham Maxwell under the LTIP) by:
  - Graham Maxwell (being the only Director eligible to participate in the LTIP);
  - any Associates of Graham Maxwell; or
  - proxy by any member of Key Management Personnel and any Closely Related Party of such a member; and

The Company will disregard any votes cast on:

- Item 6 (Adoption of Remuneration Report) by:
  - any member of Key Management Personnel whose remuneration details are included in the Remuneration Report and any Closely Related Party of such a member; or
  - proxy by any member of Key Management Personnel and any Closely Related Party of such a member.

However, the Company need not disregard a vote if it is cast:

- by a person as proxy for a person who is entitled to vote, in accordance with the directions on the proxy form; or
- by the person chairing the meeting as proxy for a person who is entitled to vote, in accordance with a direction on the proxy form to vote as the proxy decides.

Please refer to the 'Undirected and Directed Proxies - Items 5 and 6' section of the Explanatory Notes for important information about the appointment of proxies in relation to Items 5 and 6.

#### Additional Information

The Explanatory Notes and Voting Notes sections of this Notice of Meeting provide further information on each of the items of business and voting entitlements and methods.

By Order of the Board

Frances Finucan Company Secretary

Dated: 26 July 2018

## Explanatory notes

The following Explanatory Notes have been prepared for the information of shareholders in relation to the business to be conducted at the Company's 2018 Annual General Meeting.

The purpose of these Explanatory Notes is to provide shareholders with information they reasonably require to decide how to vote upon the resolutions. The Board recommends that shareholders read these Explanatory Notes before determining how to vote on

#### ITEM 1 - FINANCIAL AND OTHER REPORTS

The Financial Report, Directors' Report and Auditor's report for the Company for the financial period ended 29 April 2018 will be tabled at the meeting.

There is no requirement for shareholders to approve these reports. The Chairman of the meeting will, however, allow a reasonable opportunity for shareholders to ask questions on the reports and management of the Company at the meeting.

Shareholders will also be given a reasonable opportunity to ask a representative of the Company's Auditor, PricewaterhouseCoopers (PwC), questions relevant to:

- a) the conduct of the audit;
- b) the preparation and content of the Auditor's Report;
- the accounting policies adopted by the Company in relation to the preparation of the financial statements; and
- the independence of the auditor in relation to the conduct of the audit.

As a shareholder, you may submit a written question to the auditor prior to the meeting provided that the question relates to:

- $\rightarrow$ the content of the auditor's report; or
- $\rightarrow$ the conduct of the audit.

All written questions must be received by the Company no later than five business days prior to the meeting. All questions must be sent to the Company Secretary (by post to PO Box 286 Lutwyche, Qld 4030 or by email to ffinucan@collinsfoods.com) and not directly to the auditor. The Company will forward all questions to the auditor.

The auditor will answer written questions submitted prior to the meeting.

The Annual Report is available on the Company's website: www.collinsfoods.com.

#### ITEM 2 - RE-ELECTION OF DIRECTOR - ROBERT KAYE SC

The Constitution and the Listing Rules require that Directors must not hold office for more than three years without re-election (rotation requirements). The Constitution further requires that one Director (excluding Directors appointed by the Board during the year) must retire and that the retiring director may offer themselves for re-election at an annual general meeting.

Accordingly, Robert Kaye SC retires from office and offers himself for re-election.

#### Robert Kave SC Chairman and Independent Non-Executive Director

Robert Kaye SC is a barrister, mediator and professional Non-Executive Director. Recognised for his strategic and commercially focused advice, Robert has acted for various commercial enterprises – both public and private – across media, retail, FMCG, property development, mining and engineering sectors. Drawing on his experience as a senior member of the NSW Bar, including serving on the Professional Conduct Committee and Equal Opportunity Committee, Robert has a strong emphasis on Board governance and is well versed in Board processes. Robert has significant cross-border experience, including corporate restructuring and M&A across North America, Europe, Asia, and the ANZ region.

In addition to his role as Non-Executive Chairman of Collins Foods Limited (ASX:CKF), Robert is a Non-Executive Director of HT&E Limited (ASX: HT1) and Magontec Limited (ASX:MGL) and the Chairman of the Macular Disease Foundation Australia. He was formerly Non-Executive Chairman of Spicers Limited (ASX:SRS) and Non-Executive Director of UGL Limited (UGL).

#### **Board Recommendation:**

The Board (with Robert Kaye SC abstaining) recommends that shareholders vote in favour of the re-election of Robert Kave SC.

The Chairman of the meeting intends to vote all available proxies in favour of the re-election of Robert Kaye SC.

#### ITEM 3 - RE-ELECTION OF DIRECTOR - NEWMAN MANION

On the same basis as set out in item 2, Newman Manion retires from office and offers himself for re-election.

#### **Newman Manion**

#### **Independent Non-Executive Director**

Newman has nearly 40 years' experience in the food franchise industry. Previously, Newman was on the Board of KFC Japan (2005 - 2010) and was Senior Vice President of Operations for Asian Franchise Businesses which included all of the Yum Brands, including KFC, Pizza Hut and Taco Bell (2005 - 2010). Prior to this, he was General Manager of KFC Australia and New Zealand (1995 - 2004) and was Development Director of PepsiCo restaurants (including KFC) in Australia (1990 - 1995). Newman first joined the KFC Australia business in 1982 as an Accountant and following this, progressed through increasingly senior management roles with the Group.

#### **Board Recommendation:**

The Board (with Newman Manion abstaining) recommends that shareholders vote in favour of the re-election of Newman Manion.

The Chairman of the meeting intends to vote all available proxies in favour of the re-election of Newman Manion.

#### ITEM 4 - RE-ELECTION OF DIRECTOR - KEVIN PERKINS

Until 19 December 2017, Kevin Perkins was appointed as an Executive Director of the Board. Since that date, Kevin Perkins has remained on the Board as a Non-Executive Director.

On the same basis as set out in item 2, Kevin Perkins retires from office and offers himself for re-election.

#### **Kevin Perkins**

#### **Non-Executive Director**

Kevin is a highly experienced executive in the Quick Service Restaurant (QSR) and casual dining segments of the Australian restaurant industry. He has had more than 33 years' experience with the Collins Foods Group, having overseen its growth both domestically and overseas over that time.

Kevin is the Non-executive Chairman of Sizzler USA Acquisition, Inc. He holds approximately 55% of the common stock in Sizzler USA Acquisition, Inc. Sizzler USA Acquisition, Inc operates or franchises Sizzler restaurants across the United States and Puerto Rico.

#### **Board Recommendation**

The Board (with Kevin Perkins abstaining) recommends that shareholders vote in favour of the re-election of Kevin Perkins.

The Chairman of the meeting intends to vote all available proxies in favour of the re-election of Kevin Perkins.

#### ITEM 5 - PROPOSED GRANT OF PERFORMANCE RIGHTS TO GRAHAM MAXWELL UNDER THE LTIP

In accordance with ASX Listing Rule 10.14, securities cannot be issued to a Director under an employee incentive scheme without first obtaining shareholder approval. If approval is given under ASX Listing Rule 10.14, approval is not required under ASX Listing Rule 7.1, for a proposed grant of Performance Rights, and Shares issued on exercise of the Performance Rights, to Graham Maxwell, Managing Director & CEO, under the LTIP, as part of his long-term incentive arrangements.

The Board considers that the proposed grant represents reasonable remuneration for Mr Maxwell.

The only Director eligible to participate in the LTIP is Graham Maxwell.

At the 2013 and 2016 Annual General Meetings, shareholders approved the LTIP. Graham Maxwell has been granted a total of 700,153 Performance Rights pursuant to the LTIP of which 460,352 converted to fully paid ordinary shares as a result of all Vesting Conditions being met. Since approval for the LTIP was refreshed at the 2016 Annual General Meeting, 218,448 Performance Rights have been granted to Graham Maxwell for nil consideration as approved by shareholders at that meeting. Non-Executive Directors are not eligible to participate in

The terms of the Performance Rights proposed to be granted to Graham Maxwell are set out on the following page.

The Performance Rights are otherwise issued on the terms of the LTIP rules summarised in the Schedule to these Explanatory Notes.

#### **Board Recommendation**

The Board (with Graham Maxwell abstaining) recommends that you vote in favour of approving the proposed issue of Performance Rights to Graham Maxwell under the LTIP.

The Chairman of the meeting intends to vote all available proxies in favour of the proposed grant of Performance Rights to Graham Maxwell.

#### **Grant terms**

#### Maximum Number of Securities

The number of Performance Rights will be calculated by dividing \$824,000 by the volume weighted average price (VWAP) of the Shares for the five days prior to the date of offer of the Performance Rights. The offer will be made to Graham Maxwell in the month following the annual general meeting. Based on the VWAP of the Shares for the five days prior to 2 July 2018, the number of Performance Rights granted would be 147,342. Each Performance Right is exercisable, subject to the Vesting Conditions and during the applicable period for exercise, for one Share.

#### Issue Price

The Performance Rights will be granted for nil consideration on the basis their grant represents an incentive for future performance, and will be subject to Vesting Conditions.

#### **Exercise Price** It is a term of the LTIP that Performance Rights have a nil exercise price.

#### Exercise Period

Unless the Board determines otherwise in its discretion, the Performance Rights will automatically vest on the Business Day after the Vesting Conditions have all been satisfied in accordance with the terms of the Plan (the Vesting Determination Date).

If the Performance Rights vest while the Company is in a Trading Window, the Performance Rights will automatically exercise upon vesting and the Company must issue or procure the transfer of Shares or pay the Cash Equivalent Value to the Participant in accordance with the terms of the Plan.

If the Performance Rights vest while the Company is outside a Trading Window, the Performance Rights will automatically exercise upon the first day of the next Trading Window following the Vesting Determination Date and the Company must issue or procure the transfer of Shares or pay the Cash Equivalent Value to the Participant in accordance with the terms of the Plan Rules.

#### Performance Period

The three financial periods beginning on 30 April 2018 and ending on 2 May 2021.

#### Vestina Condition

Vesting of the Performance Rights is conditional upon:

- satisfaction of a minimum term of employment of 12 continuous months from the grant date;
- $\rightarrow$ remaining an eligible participant under the LTIP at all times before vesting; and
- $\rightarrow$ the compound growth in the Company's EPS achieved over the performance period is equal to or greater than the Threshold Performance Level

Performance will be tested following the determination of the Company's basic EPS for the financial period ending 2 May 2021, compared to the Company's basic EPS for the financial period ended 28 April 2019. If the growth in EPS between the financial period ended 28 April 2019 and the financial period ending 2 May 2021 is above the Threshold Performance Level and the other vesting conditions are satisfied, the proportion of Performance Rights that will vest will be as follows:

Performance level	Annualised EPS growth (CAGR)	% of max/stretch/grant vesting	
Stretch/maximum	22%	100%	
Between target and stretch	>11%, <22%	Pro-rata	
Target	11%	50%	
Between threshold and target	>5.5%, <11%	Pro-rata	
Threshold	5.5%	25%	
Below threshold	<5.5%	0%	

EPS is calculated with reference to the disclosed EPS in the Company's annual audited financial reports. The Board retains a discretion to adjust the EPS performance condition to ensure that participants are not penalised nor provided with a windfall benefit arising from matters outside of management's control that affect EPS (for example, excluding one-off non-recurrent items or the impact of significant acquisitions or disposals).

#### **Issue Date**

The Performance Rights under the LTIP will be issued to Graham Maxwell as soon as practicable after the annual general meeting, and in any event, no later than one month after the date of the annual general meeting.

#### Loan Terms

There are no applicable loan terms.

#### ITEM 6 - ADOPTION OF REMUNERATION REPORT

The Corporations Act requires that where a resolution requires the Remuneration Report to be adopted, it must be put to vote at the Company's Annual General Meeting.

The Remuneration Report for the financial period ended 29 April 2018 is set out on pages 16 to 33 of the Annual Report, which can be found on the Company's website: www.collinsfoods.com.

The Remuneration Report outlines the remuneration framework and remuneration arrangements in place for Directors and Key Management Personnel of the Company and its controlled entities, detailing:

- the principles and objectives underlying the remuneration framework:
- $\rightarrow$ specified details of the components of Directors' and senior executives' remuneration, including performance conditions: and
- the relationship between remuneration structures and Company performance.

It is noted that the shareholder vote on the Remuneration Report is advisory only and does not bind the Directors or the Company.

However, the Corporations Act provides for a 'two strikes rule' in relation to voting on the Remuneration Report.

In summary, the rule gives shareholders the opportunity to require a general meeting to be held to re-elect the Board if the Remuneration Report receives two 'strikes' (a strike occurs when at least 25% of the votes cast on the resolution are against adoption) at two consecutive annual general meetings.

The resolution to approve the remuneration report was passed by a show of hands at the Company's 2017 annual general meeting.

Following consideration of the Remuneration Report, the Chair will give shareholders a reasonable opportunity to ask questions about, or make comments on, the Remuneration Report.

#### **Board Recommendation**

Noting that each Director has a personal interest in their own remuneration from the Company as set out in the Remuneration Report, the Board recommends that shareholders vote in favour of adopting the Remuneration Report.

The Chairman of the meeting intends to vote all available proxies in favour of the adoption of the Remuneration Report.

#### **Voting notes**

#### Voting Entitlement

The Company has determined that, for the purpose of voting at the Annual General Meeting, all Shares will be taken to be held by those persons recorded in the Company's register of members as at 7.00pm (Sydney time) on 4 September 2018.

#### Methods of Voting

Ordinary shareholders can vote in the following ways:

- by attending the meeting and voting either in person or by attorney, or in the case of corporate shareholders, by corporate representative;
- by appointing a proxy to vote on their behalf using the proxy form enclosed with this Notice of Meeting; or
- online at Computershare Investor Services' website: www.investorvote.com.au

#### Attending the Meeting

If you attend the meeting, please bring your personalised proxy form with you. The bar code at the top of the form will assist with your registration. If you do not bring your form with you, you will still be able to attend the meeting but representatives from Computershare Investor Services will need to verify your identity. You will be able to register from 9.00am (Brisbane time) on the day of the meeting.

#### **Corporate Shareholders**

Corporate shareholders who wish to appoint a representative to attend the meeting on their behalf must provide that person with a properly executed letter, copy of a signed board resolution of the corporate shareholder or other document confirming that they are authorised to act as the Company's representative, which must be produced prior to admission to the meeting. The authorisation may be effective either for this meeting only or for all meetings of the Company.

Shareholders can also download and complete the "Appointment of Corporate Representative" form from Computershare Investor Services' website.

#### Voting by Proxy

If you are entitled to attend and vote at the meeting, you can appoint a proxy to attend and vote on your behalf. A proxy need not be a shareholder of the Company and may be an individual or a body corporate. A personalised proxy form is enclosed with this Notice of Meeting.

If you are entitled to cast two or more votes, you may appoint two proxies and may specify the proportion or number of votes each proxy is appointed to exercise. If you do not specify a proportion or number, each proxy may exercise half of the votes. If you require a second proxy form, please contact Computershare Investor Services on 1300 458 215 (within Australia) or +61 3 9415 4245 (outside Australia).

If you appoint a proxy, the Company encourages you to direct your proxy how to vote on each item by marking the appropriate boxes on the proxy form.

### Lodgement of proxy forms

Completed proxy forms can be lodged:

- Online at Computershare Investor Services' website: www.investorvote.com.au. Please note that you will be taken to have signed your proxy form if you lodge your votes via the registry's website.
- By Mail Collins Foods Limited c/- Computershare Investor Services Pty Ltd GPO Box 242 Melbourne Vic 3001
- By Facsimile 1800 783 447 (within Australia) or + 61 3 9473 2555
- By Hand to Computershare Investor Services, Level 1, 200 Mary Street, Brisbane QLD 4000

Your completed proxy form (and any necessary supporting documentation) must be received by Computershare Investor Services no later than 9.30am (Brisbane time) on 4 September 2018, being 48 hours before the commencement of the meeting.

If the proxy form is signed by an attorney, the original power of attorney under which the proxy form was signed (or a certified copy) must also be received by Computershare Investor Services by 9.30am (Brisbane time) on 4 September 2018.

If you appoint a proxy, you may still attend the meeting.

However, your proxy's rights to speak and vote are suspended while you are present. Accordingly, you will be asked to revoke your proxy if you register at the meeting.

#### Undirected and Directed Proxies - Items 5 and 6

The Corporations Act places certain restrictions on the ability of Key Management Personnel (including the Chairman of the Meeting) and their Closely Related Parties to vote as proxy for another shareholder on Items 5 (Proposed grant of performance rights to Graham Maxwell under the LTIP) and 6 (Remuneration Report).

To ensure that your votes are counted when appointing a proxy who is Key Management Personnel, you are encouraged to direct your proxy as to how to vote on Items 5 and 6 by indicating your preference by completing any of the 'For', 'Against' or 'Abstain' boxes on the proxy form.

#### The Chairman intends to vote all undirected proxies in favour of Items 5 and 6.

If you appoint the Chairman of the Meeting as your proxy but you do not direct the Chairman how to vote in respect of Items 5 (Proposed grant of performance rights to Graham Maxwell under the LTIP) and 6 (Remuneration Report), you will be authorising and directing the Chairman to vote in favour of Items 5 and 6 and the Chairman will vote in this way, even though Items 5 and 6 are connected with the remuneration of Key Management Personnel.

# Glossary of terms

Annual Report	The annual report of the Company for the financial period ended 29 April 2018.					
Associates	The meaning given in the Listing Rules.					
ASX	ASX Limited ACN 008 624 691 or the securities exchange operated by it, as the context requires.					
Board	The board of Directors of the Company.					
Closely Related Party	of a member of Key Management Personnel means: (a) a spouse or child of the member;					
	(b) a child of the member's spouse;					
	(c) a dependent of the member or of the member's spouse;					
	(d) anyone else who is one of the member's family and may be expected to influence the member, or be influenced by the member, in the member's dealings with the Company;					
	(e) a company that the member controls; or					
	(f) a person described as such by the Corporations Regulations 2001 (Cth).					
Company	Collins Foods Limited ACN 151 420 781.					
Constitution	The constitution of the Company.					
Corporations Act	Corporations Act 2001 (Cth).					
Directors	The directors of the Company from time to time (each a <b>Director</b> ).					
Directors' Report	The section of the Annual Report entitled 'Directors' Report'.					
EPS	Earnings per Share.					
Key Management Personnel	A person having authority and responsibility for planning, directing and controlling the activities of the Company and its subsidiaries, directly or indirectly, including any Director (whether executive or otherwise) of the Company or any of its subsidiaries.					
Listing Rules	The official listing rules of ASX.					
LTIP	Collins Foods Limited Executive and Employee Incentive Plan, the terms of which are summarised in the Schedule to these Explanatory Notes.					
Performance Right	A right to acquire or to be transferred a Share in accordance with the terms of which they are issued by the Board, at its discretion, and the rules of the LTIP.					
Remuneration Report	The section of the Directors' Report entitled 'Remuneration Report', dealing with remuneration of Directors and Key Management Personnel.					
Shares	Fully paid ordinary shares in the capital of the Company (each a <b>Share</b> ).					
Threshold Performance Level	Compound annual EPS growth over the Performance Period of 5.5%.					
Trading Window	The meaning given in the Company's Securities Trading Policy.					
Vesting Condition	The performance hurdles or other conditions (including as to time and satisfaction of a minimum 12 month term of employment) as determined by the Board, that must be satisfied before Performance Rights can vest.					
VWAP	Volume weighted average share price.					

### Schedule

#### SUMMARY OF COLLINS FOODS LIMITED EXECUTIVE AND EMPLOYEE INCENTIVE PLAN (LTIP) RULES

#### Summary of the key terms of the LTIP

#### Plan overview

The Board may, from time to time, in its absolute discretion, offer to issue Performance Rights as part of its longterm incentive strategy to an Employee under the LTIP.

#### Eligible **Employees**

Any permanent, full-time or part-time employee (including any executive director) of Collins Foods and its related bodies corporate (Group) (Employee) is eligible to participate in the LTIP and to be offered Performance Rights if they satisfy the criteria or other performance conditions that the Board determines from time to time.

Performance Rights may be issued, and Shares, upon the exercise of Performance Rights, may be issued or transferred to Employees or such other persons (including without limitation, any person's legal personal representative or trustee in bankruptcy) as the Board in its discretion determines to be eligible to participate in the LTIP (a Participant).

#### Plan limit

In accordance with ASIC Class Order 14/1000, when making an offer of Performance Rights under the LTIP, the Company must have reasonable grounds to believe that the maximum number of Shares that have been or may be issued as a result of offers made in the previous 3 years under the LTIP (and any other employee incentive scheme or similar arrangement covered by ASIC's incentive plan relief) will not exceed 5% of the Shares of the Company on issue.

For the purposes of calculating this 5% limit, ASIC includes:

- unissued Shares over which Performance Rights, rights or other options (which remain outstanding) have been granted pursuant to offers made under this LTIP and any other Group employee incentive scheme in the last 3 years, where there are reasonable grounds to believe that the offer will result in an issue of Shares; and
- the number of Shares issued as a result of offers made during the previous 3 years pursuant to an employee incentive scheme,

but excluded from the 5% limit are:

- any offers which are received outside of Australia;
- $\rightarrow$ offers made under a disclosure document or product disclosure statement;
- offers that do not require disclosure under section 708 of the Corporations Act (eg offers to investors under a 20/12 offer, sophisticated or professional investors and 'senior managers' where a senior manager is a person who is concerned in, or takes part in, the management of the body (regardless of the person's designation and whether or not the person is a director or secretary of the body); and
- Performance Rights over Shares where the relevant Performance Right has lapsed.

#### Vesting **Conditions**

The Board will determine whether any performance hurdles or other conditions (including as to time and satisfaction of a minimum 12 month term of employment) will be required to be met (Vesting Conditions) before the Performance Rights which have been issued under the Plan can vest.

Performance Rights will automatically vest on the business day after the Board determines the Vesting Conditions have all been satisfied (Vesting Determination Date).

The Performance Rights will automatically exercise on the Vesting Determination Date unless the Vesting Determination Date occurs outside a trading window permitted under the Collins Foods Securities Trading Policy, in which case the Performance Rights will exercise upon the first day of the next trading window following the Vesting Determination Date. Upon exercise of the Performance Rights, the Company must issue or procure the transfer of Shares, or alternatively may in its discretion elect to pay the Cash Equivalent Value to the Participant.

Cash Equivalent Value means, for each Share to be issued or transferred to a Participant, the volume weighted average price at which Shares have traded on ASX over the five trading days prior to the date at which the obligation to issue or transfer the Share to a Participant under the LTIP arose.

#### Issue price

Unless otherwise determined by the Board in its discretion, Performance Rights are to be issued for nil consideration to Employees under the Plan. Performance Rights may otherwise be issued for nominal cash consideration.

#### Exercise price

The exercise price for Performance Rights, or the method of calculation of the exercise price, is as determined by the Board at the time of issue and stated in the letter of offer. The exercise price for a Performance Right will be nil (including where no exercise price is stated in the letter of offer) unless the Board determines otherwise and states the price in the letter of offer.

Exercise period The terms for exercise, including the exercise period, are stated in the offer letter and any Performance Rights may not be exercised outside of a trading window prescribed in the Collins Foods Securities Trading Policy.

#### Lapse

Once on issue, Performance Rights will lapse on the first to occur of:

- $\rightarrow$ the stated expiry date;
- the failure to meet the stated Vesting Conditions within the prescribed period;
- if the Participant (or the Employee to whom the offer was made) ceases to be an Employee due to death, permanent illness or permanent physical or mental incapacity (as certified by a medical practitioner who is approved in writing by the Board), retirement or redundancy (or any other reason as determined by the Board):
- for vested Performance Rights, until they validly exercise during a Trading Window; and
- for unvested Performance Rights and provided the Participant satisfies the minimum 12 month term of employment, unless the Board otherwise determines (eq including determining whether the number of unvested Performance Rights should be reduced pro-rata to reflect the period of the performance period that has elapsed between the date of issue and the date of cessation of employment), they will remain subject to the terms in the letter of offer and Performance Rights certificate until they are vested or lapse,
- a determination by the Board that the Participant has:
  - been dismissed or removed from office as an Employee for any reason which entitles the Company or the Group entity to dismiss the Participant without notice; or
  - acted fraudulently, dishonestly or in breach of the Participant's obligations to the Company or another Group entity or otherwise engaged in misconduct,

and, the vested and unvested Performance Rights are for that reason to be forfeited;

- if the Participant ceases to be an Employee due to resignation (or any other reason as determined by the Board), the date of cessation of employment (or such longer period as the Board determines); and
- notwithstanding any other rule, if the Participant has not satisfied the 12 month minimum term of employment, the Performance Rights will lapse regardless of whether they are vested or unvested.

#### Rights and restrictions of **Performance Rights**

Performance Rights are not entitled to receive a dividend. Any Shares issued or transferred to a Participant upon vesting of Performance Rights are only entitled to dividends if they were issued on or before the relevant dividend entitlement date.

The Company may impose a mandatory holding lock on the Shares or a Participant may request they be subject to a voluntary holding lock.

Shares issued or transferred under the LTIP rank equally in all respects with other Shares on issue.

In the event of a reconstruction of the Company (consolidation, subdivision, reduction, cancellation or return), the terms of any outstanding Performance Rights will be amended by the Board to the extent necessary to comply with the Listing Rules at the time of reconstruction.

Any bonus issue of securities by way of capitalisation of profits, reserves or share capital account will confer on each Performance Right, the right:

to receive on exercise or vesting of those Performance Rights, not only an allotment of one Share for each of the Performance Rights exercised or vested but also an allotment of the additional Shares and/or other securities the Employee would have received had the Employee participated in that bonus issue as a holder of Shares of a number equal to the Shares that would have been allotted to the Employee had they exercised those Incentives or the Performance Rights had vested immediately before the date of the bonus issue; and

to have profits, reserves or share premium account, as the case may be, applied in paying up in full those additional Shares and/or other securities.

Subject to a reconstruction or bonus issue, Performance Rights do not carry the right to participate in any new issue of securities including pro-rata issues.

Performance Rights will not be quoted on ASX. The Company will apply for quotation of any Shares issued under the LTIP.

#### **Assignability**

An Employee cannot sell, assign, transfer or otherwise dispose of a Performance Right without the prior written consent of the Board. This does not prevent the exercise of the Performance Right by the estate of a deceased Participant.

Administration The LTIP is administered by the Board, which has an absolute discretion to determine appropriate procedures for its administration and resolve questions of fact or interpretation and formulate special terms and conditions (subject to the Listing Rules, including any waiver granted by ASX) in addition to those set out in the LTIP.

#### Change of Control

If, in the opinion of the Board, a Change of Control Event has occurred, or is likely to occur, the Board may declare a Performance Right to be free of any Vesting Conditions and, if so, the Company must issue or transfer Shares in accordance with the LTIP rules. In exercising its discretion in determining the vesting outcome, the Board will consider whether measurement of Vesting Conditions (on a pro-rata basis) up to the date of the Change of Control Event is appropriate in the circumstances.

Change of Control Event means where:

- a takeover bid is made and a person obtains voting power (as defined under the Corporations Act) of more than 50% and the takeover bid has become unconditional;
- a court has sanctioned a compromise or arrangement (other than for the purpose of, or in connection with, a scheme for the reconstruction of the Company); or
- any other transaction which the Board determines will result in a change in control of the Company.

#### Amendments

Subject to the Listing Rules, the Board may amend the LTIP at any time, but may not do so in a way which reduces the rights of Employees' existing rights without their consent, unless the amendment is to comply with the law, to correct an error or similar.

### **Termination**

The LTIP may be terminated or suspended at any time by resolution of the Board but any such suspension or and suspension termination will not affect nor prejudice rights of any Employee holding Performance Rights at that time.





CKF

MR SAM SAMPLE **FLAT 123** 123 SAMPLE STREET THE SAMPLE HILL SAMPLE ESTATE SAMPLEVILLE VIC 3030



#### Lodge your vote:



www.investorvote.com.au



#### By Mail:

Computershare Investor Services Pty Limited GPO Box 242 Melbourne Victoria 3001 Australia

Alternatively you can fax your form to (within Australia) 1800 783 447 (outside Australia) +61 3 9473 2555

For Intermediary Online subscribers only (custodians) www.intermediaryonline.com

#### For all enquiries call:

(within Australia) 1300 458 215 (outside Australia) +61 3 9415 4245

#### **Proxy Form** XX



### Vote and view the annual report online

- •Go to www.investorvote.com.au or scan the QR Code with your mobile device.
- Follow the instructions on the secure website to vote.

#### Your access information that you will need to vote:

Control Number: 999999 SRN/HIN: 19999999999

PLEASE NOTE: For security reasons it is important that you keep your SRN/HIN confidential.



For your vote to be effective it must be received by 9:30am (Brisbane time) Tuesday 4 September 2018

#### How to Vote on Items of Business

All your securities will be voted in accordance with your directions.

#### **Appointment of Proxy**

Voting 100% of your holding: Direct your proxy how to vote by marking one of the boxes opposite each item of business. If you do not mark a box your proxy may vote or abstain as they choose (to the extent permitted by law). If you mark more than one box on an item your vote will be invalid on that item.

Voting a portion of your holding: Indicate a portion of your voting rights by inserting the percentage or number of securities you wish to vote in the For, Against or Abstain box or boxes. The sum of the votes cast must not exceed your voting entitlement or 100%

Appointing a second proxy: You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you appoint two proxies you must specify the percentage of votes or number of securities for each proxy, otherwise each proxy may exercise half of the votes. When appointing a second proxy write both names and the percentage of votes or number of securities for each in Step 1 overleaf.

A proxy need not be a securityholder of the Company.

#### Signing Instructions for Postal Forms

Individual: Where the holding is in one name, the securityholder must sign.

Joint Holding: Where the holding is in more than one name, all of the securityholders should sign.

Power of Attorney: If you have not already lodged the Power of Attorney with the registry, please attach a certified photocopy of the Power of Attorney to this form when you return it.

Companies: Where the company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a Company Secretary, a Sole Director can also sign alone. Otherwise this form must be signed by a Director jointly with either another Director or a Company Secretary. Please sign in the appropriate place to indicate the office held. Delete titles as applicable.

#### Attending the Meeting

Bring this form to assist registration. If a representative of a corporate securityholder or proxy is to attend the meeting you will need to provide the appropriate "Certificate of Appointment of Corporate Representative" prior to admission. A form of the certificate may be obtained from Computershare or online at www.investorcentre.com under the help tab, "Printable Forms".

Comments & Questions: If you have any comments or questions for the company, please write them on a separate sheet of paper and return with this form.

GO ONLINE TO VOTE, or turn over to complete the form



MR SAM SAMPLE FLAT 123 123 SAMPLE STREET THE SAMPLE HILL SAMPLE ESTATE SAMPLEVILLE VIC 3030

Change of address. If incorrect,
mark this box and make the
correction in the space to the left.
Securityholders sponsored by a
broker (reference number
commences with 'X') should advis
your broker of any changes



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IND

■ Proxy Form	Please mark X to indicate your directions
Appoint a Proxy to Vote on Your Behalf  I/We being a member/s of Collins Foods Limited hereby appoint	to Vote on Your Behalf lins Foods Limited hereby appoint  PLEASE NOTE: Leave this box blank if you have selected the Chairman of the Meeting. Do not insert your own name(s).  orate named, or if no individual or body corporate is named, the Chairman of the Meeting, as my/our proxy py/our behalf and to vote in accordance with the following directions (or if no directions have been given, and e proxy sees fit) at the Annual General Meeting of Collins Foods Limited to be held at the Macleod Room, of Circuit, Brisbane Airport, Brisbane Queensland 4008 on Thursday 6 September 2018 at 9:30am ment or postponement of that Meeting.  undirected proxies on remuneration related resolutions: Where I/we have appointed the Chairman of Chairman becomes my/our proxy by default), I/we expressly authorise the Chairman to exercise my/our ere I/we have indicated a different voting intention below) even though Items 5 and 6 are connected directly fa member of key management personnel, which includes the Chairman.  the Meeting is (or becomes) your proxy you can direct the Chairman to vote for or against or abstain from the appropriate box in step 2 below.  BYPLEASE NOTE: If you mark the Abstain box for an item, you are directing your proxy not to vote on your behalf on a show of hands or a poll and your votes will not be counted in computing the required majority.
the Chairman of the Meeting OR	you have selected the Chairman of the
to act generally at the Meeting on my/our behalf and to vote in accordance with to the extent permitted by law, as the proxy sees fit) at the Annual General Meet	the following directions (or if no directions have been given, and ing of Collins Foods Limited to be held at the <b>Macleod Room</b> ,
the Meeting as my/our proxy (or the Chairman becomes my/our proxy by default	), I/we expressly authorise the Chairman to exercise my/our ntion below) even though <b>Items 5 and 6</b> are connected directly
<b>Important Note:</b> If the Chairman of the Meeting is (or becomes) your proxy you voting on <b>Items 5 and 6</b> by marking the appropriate box in step 2 below.	can direct the Chairman to vote for or against or abstain from
	nd your votes will not be counted in computing the required majority.
2 Re-election of Director - Robert Kaye SC	
3 Re-election of Director – Newman Manion	

Before completing your vote and returning by post, please consider using the preferred electronic voting option outlined on the front page of this form.

The Chairman of the Meeting intends to vote undirected proxies in favour of each item of business. In exceptional circumstances, the Chairman of the Meeting may

GN Signature of Security					
Signature or Security	` ,	•			
Individual or Securityholder 1	Securityholder 2	2	Securityholder 3		
Sole Director and Sole Company Secretary	Director		Director/Company Secre	tary	
		Contact		-	
Contact		Daytime		1	1
Name		Telephone	Da	te	

**Computershare** 



Re-election of Director - Kevin Perkins

Adoption of Remuneration Report

Proposed issue of Performance Rights to Graham Maxwell under the LTIP