



**PARALYMPICS AUSTRALIA LIMITED**  
**ACN 061 547 957**

**(Company)**

**NOTICE OF ANNUAL GENERAL MEETING**

**(Notice of Meeting)**

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Notice is hereby given that the Annual General Meeting (**Meeting**) of the Company following the end of the financial year of the Company, which ended on 31 December 2024, will be held as follows:

**Date**            **Friday, 30 May 2025**

**Time**            **Commencing at 1.30pm Australian Eastern Standard Time (AEST)**

**Place**           **Novotel Sydney Olympic Park, 11A Olympic Boulevard, Sydney Olympic Park  
New South Wales 2127**

Notice is hereby given that in accordance with section 249S of the *Corporations Act 2001* (Cth) (**Corporations Act**), the Meeting shall be conducted at a physical venue and *including* through the use of virtual meeting technology.

Those having the right to attend the Meeting can attend in person at the physical place for the Meeting notified in this Notice of Meeting, or via the use of virtual meeting technology.

On the basis that those entitled to attend the Meeting are entitled to attend in person at the physical venue or through the use of virtual meeting technology, for all purposes:

1.     The **place** of the meeting is taken to be Novotel Sydney Olympic Park, 11A Olympic Boulevard, Sydney Olympic Park New South Wales 2127.
2.     The **time** for the meeting is taken to be **1.30pm AEST on 30 May 2025**.

The business to be considered at the Meeting is set out below in this Notice of Meeting.

A Proxy Form accompanies this Notice of Meeting and is set out at **Annexure A**. Any Member (as defined in the Constitution) that is entitled to and does intend appointing a proxy for the Meeting is directed to **clauses 36 and 37** of the **Constitution** of the Company.

**Clause 36 and 37** of the Constitution contain important information which must be complied with in relation to the appointing of proxies.

## **BUSINESS OF MEETING**

### **Ordinary Business**

1. Attendance and confirmation of a quorum.
2. Apologies.
3. Confirmation of the minutes of the previous annual general meeting of the Company held on Wednesday, 20 March 2024.
4. Business arising from the minutes of the annual general meeting of the Company held on Wednesday, 20 March 2024.
5. President's report.
6. Chief Executive Officer's report.
7. Consideration of the financial report, directors' report and auditor's report for the financial year ending 31 December 2024.

#### **Note:**

Members are requested that any questions in relation to the financial report, directors' report and auditor's report be submitted in writing at least one week prior to the Meeting to facilitate appropriate responses that will be given at the Meeting. Questions are to be forwarded to the Company Secretary at c/- [Legal@paralympic.org.au](mailto:Legal@paralympic.org.au)

8. The election of four (4) persons as Directors of the Company.
9. General Business.

#### **NOTE:**

The minutes of the previous annual general meeting of the Company held on Wednesday, 20 March 2024; the President's report; the Chief Executive Officer's report; and the financial report, directors' report and auditor's report for the financial year ending 31 December 2024 shall be distributed by the Company prior to the Meeting, in accordance with the Company's requirements specified in its Constitution and by the Corporations Act.

## ELECTION OF DIRECTORS

By operation of the Constitution an election will take place at the Meeting for four (4) Director positions, where:

In accordance with **clause 41(b)** of the Constitution, the Board appointed the following four (4) Directors on the following dates:

1. Ellie Cole AM PLY, 01 April 2024
2. Matthew Nicholls PLY, 01 April 2024
3. Michael Bushell AM, 01 April 2024
4. Curtis McGrath OAM PLY, 01 October 2024

Such persons so appointed are now formally offering themselves for election at this Annual General Meeting.

### Note:

The biographies of, and other information about each of the persons now formally offering themselves for election at this Annual General Meeting shall be distributed by the Company prior to the Meeting in accordance with the requirements of the Constitution.

## VOTING BY PROXY

Please note that a Member wishing to attend and vote at the Meeting must either appoint a proxy using the proxy form below, or nominate a Corporate Representative in accordance with the provisions of the Constitution.

Pursuant to **clause 36** of the Constitution of the Company, a Member of the Company entitled to vote at a meeting of the Company may appoint a proxy.

Members appointing a proxy may do so only as follows:

- The instrument by which a Member appoints a proxy must be in a form that satisfies the requirements of the *Corporations Act 2001* (Cth) or in a form that the Board of the Company has determined to accept, in accordance with **clause 36(c)** of the Constitution.
  - That form which the Board has determined to accept appears at **Annexure A** to this Notice of Meeting.
- (a) Proxy Forms must be signed or otherwise authenticated in accordance with the requirements of section 250A of the *Corporations Act 2001* (Cth).

In accordance with **clause 37(a)** of the Constitution, the signed and completed Proxy Form must be received by the Company not less than **48 hours before the scheduled commencement time of the Meeting**.

The Proxy Form must be delivered to the attention of the Company Secretary of the Company, c/-

[Legal@paralympic.org.au](mailto:Legal@paralympic.org.au) or otherwise delivered by post or hand to the Company's registered office, at Building A, 1 Herb Elliott Avenue Homebush Bay NSW 2127, so that the Proxy Form is received before the deadline of 48 hours before the scheduled commencement time of the Meeting.

Any Proxy Form received after the deadline specified above will be invalid for the purposes of the Annual General Meeting of the Company referred to in this Notice of Meeting (and any adjournment thereof).

By order of the Board

**Darren Kane**  
**Company Secretary**  
**Paralympics Australia Limited**

17April 2025

**ANNEXURE A**

**Notice of Proxy**

To: **The Company Secretary**  
Paralympics Australia Limited  
Building A  
1 Herb Elliott Avenue  
Homebush Bay NSW 2127

Via Email: c/- [Legal@paralympic.org.au](mailto:Legal@paralympic.org.au)

[NAME OF MEMBER] hereby appoints [NAME OF PROXY], of [ADDRESS OF PROXY] as proxy to vote on [NAME OF MEMBER]'s behalf at the annual general meeting of Paralympics Australia Limited to be held on 30 May 2025 and any adjournment thereof.

**Signed:**

*(Signature of Member appointing proxy)*

**Dated:** 2025

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***Certificate of Company Secretary***

*I hereby certify that the appointer named above is a Member qualified to vote, in accordance with the Constitution at the Annual General Meeting to be held on the date mentioned herein, and that the completed Proxy Form was received by the time which is 48 hours prior to the commencement of the Annual General Meeting of the Company that is to take place on 30 May 2025.*

\_\_\_\_\_ Company Secretary \_\_\_\_\_ day of \_\_\_\_\_ 2025

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