



VIRTUAL MEETING GUIDE

FOLEY WINES LIMITED ANNUAL MEETING

11.00 AM ON WEDNESDAY 17 NOVEMBER 2021

The Foley Wines Limited Annual Meeting 2021 will be held virtually. The virtual meeting is accessible online via an internet connection using a computer, laptop or smartphone. The latest versions of Google Chrome, Internet Explorer, Firefox, Safari and Edge are all compatible with the platform.

Please [click here](#) to join the meeting, or copy and paste the following URL into your browser:

https://event.webcasts.com/starthere.jsp?ei=1504741&tp_key=bd28725564

JOINING THE MEETING

REGISTRATION:

Once you have entered the above link into your URL, you will be prompted to register for the meeting.

You will be required to enter the following information:

- Full name
- Email address

If you are a shareholder, please enter your Common Shareholder Number (CSN) found on your Shareholder's Voting/Proxy Form to be eligible to vote.

LOGGING IN:

You will receive a Registration Confirmation email following successful online registration.

Once registration is complete, you will need to log in to the meeting by clicking the link above and entering your email address (the same address used to register) into the "Already Registered? Log In Now" field and clicking the "Log In" button.

If you have pre-registered for the meeting prior to 17th November 2021, you will receive a reminder email 24 hours before the meeting is due to begin.

NAVIGATING THE MEETING

Please log in 30 minutes in advance to ensure that you are prepared for the start of the meeting.

Once you have successfully logged in, you will enter the meeting. You can view Board Member information, ask questions and listen to the webcast.

NAVIGATING THE MEETING - Continued

HELP:

The “Help” ? button on the upper right side of the screen will provide a menu of items if you are experiencing issues and need guidance.

Please ensure that your speakers are turned on and your sound is not set to mute.

WATCHING THE MEETING:

The Company will be broadcasting their Annual Meeting by way of audio, accompanied by a slideshow presentation.

The slideshow will start automatically once the meeting has commenced.

DIRECTORS:

Above the slideshow, there will be two tabs - one labelled “Slides” and one labelled “Board Members”.

The website will load on the “Board Members” tab when you log in. The “Slides” tab will appear automatically shortly before the meeting goes live at 11am. Should you wish to see the photographs and biographies of the Board Members during the meeting, you may click on the “Board Members” tab. You will be able to click between the two tabs as often as you would like however the meeting will continue to progress even if you are not on the “Slides” view.

ASKING QUESTIONS:

Any shareholder or appointed proxy/representative attending the virtual meeting is eligible to ask questions.

The question box will be on the left-hand side of your screen.

To ask your question – click in the white textbox, type your question and then click the “Send” button. You may use this question box to submit questions directed to the Board or for any assistance needed in navigating the website.

Kindly note that not all questions directed to the Board may be able to be answered during the meeting.

VOTING:

Prior to the voting opening for each resolution the Meeting Chair will ask for a shareholder to propose and second the resolution. Please indicate via the question text box if you “propose” or “second” the resolution so that these details can be recorded in the minutes of the meeting.

Once voting has opened, each resolution will be displayed in place of the slideshow presentation.

To vote – click the circle button of your choice (note that you will be able to click between options if you change your mind), then click the blue “Submit” button.

When indicated by the Meeting Chair, voting will need to be actioned promptly as voting for each resolution will only be held open for a short period of time. When the next resolution is displayed, voting for the previous resolution will be closed.

If you are not a shareholder, please click on the cross in the upper right corner of the resolution.