



WHERE THE WORLD RIDES<sup>®</sup>



## Shareholder Privacy Policy

Prepared by  
Automatic Legal Pty Ltd  
ACN 147 418 942

*Liability limited by a scheme  
approved under Professional  
Standards Legislation*

BikeExchange Limited  
ABN 24 625 305 240

*Adopted on 9th February, 2021*

# Shareholder Privacy Policy

## 1 Introduction and Purpose

BikeExchange Limited (**Company**) and its subsidiaries (**Group**) takes the privacy of shareholders seriously and take reasonable measures to ensure that personal information we collect is not mismanaged or abused.

The following Privacy Policy sets out how the Company collects, uses and discloses personal information obtained from shareholders and their rights attached to their personal information.

## 2 Why and How We Collect Information from Shareholders

### 2.1 Why the Company collects personal information

The Company collects and holds personal information from shareholders primarily for the following purposes:

- (a) to assess your application;
- (b) to ensure compliance with laws on the maintenance of registers including members register and other reporting legal requirements;
- (c) in order to provide communications to shareholders which the Company is required by law to provide and which the Company feels it is desirable to provide;
- (d) in order to facilitate shareholders' participation in the company and enjoyment of rights attached to shares, such as payment of dividends and voting of shares; and
- (e) in order to offer existing shareholders further shares or other Company securities.

### 2.2 What personal information does the Company collect?

The personal information the Company collects from shareholders includes the following:

- (a) name;
- (b) contact details;
- (c) tax file number;
- (d) CHESS HIN or SRN;
- (e) whether shares are held beneficially; and
- (f) information in relation to voting such as information indicated on proxy forms.

The Company collects personal information directly from shareholders or from their professional advisers and agents such as stock brokers.

### 3 Disclosure of Personal Information

The Company only discloses the personal information of shareholders to other persons for the purposes listed in this document and for purposes which are associated with these.

In order to achieve the listed purposes, the Company discloses the personal information of shareholders to service providers such as:

- (a) share register service providers;
- (b) lawyers;
- (c) accountants;
- (d) brokers engaged in capital raising; and
- (e) printing and mailing companies.

The Company also discloses personal information of shareholders which forms part of the register when providing access to inspect the registers to any member of the public which the Company is required to do by law.

### 4 Disclosure Of Personal Information To Overseas Recipients

As the Company operates in a number of jurisdiction, the Company may for the purposes listed in section 2.1 disclosure shareholders' personal information to the following overseas recipients:

- (a) United States of America;
- (b) Colombia;
- (c) Germany;
- (d) Netherlands; and
- (e) Belgium.

### 5 Holding of Personal Information

Any personal information collected by the Company may be stored both electronically and in hard copy in our office or at the offices of our service providers such as share registry services providers, lawyers, accountants or auditors.

## 6 Access to your Personal Information

You may request to access your personal information. If you believe that the personal information we hold is inaccurate or not up to date, you may also request that a correction is made to that information, in which case we will keep a note of the new information you provide against the relevant record and will make any required corrections to the registers.

To request access to or to make a correction to your personal information please send a request to:

Address: RPro Holding Limited  
c/ Automic Group  
Level 5, 126 Phillip Street  
Sydney NSW 2000

(or the Company's registered address, as amended from time to time).

We will endeavour to provide you access to your personal information within 7 days of your request. We are entitled to charge a fee for providing such information depending on the nature of the information requested and the time it will take us to collate this information.

As a shareholder you also have a right to inspect and get a copy of any of the registers kept by us free of charge pursuant to the *Corporations Act 2001* (Cth).

You can inspect the registers in person at:

RPro Holding Limited  
c/ Automic Group  
Level 5, 126 Phillip Street  
Sydney NSW 2000

(or the Company's registered address, as amended from time to time).

You can also request a copy of the register by writing to us at:

RPro Holding Limited  
c/ Automic Group  
GPO Box 5193  
Sydney NSW 2001

(or the Company's registered address, as amended from time to time).

We will provide a copy of the registers within 7 days of your request.

Please include your name, address and purpose of the inspection in the request. Please note that there are some reasons set out in regulation which are improper reasons for requesting an inspection of or copy of a register, and we will not allow access to the register for an improper purpose. Improper purposes include to solicit a donation or to solicit an investment by a stockbroker, to gather information about the personal wealth of members and to make certain offers or invitations to purchase certain financial products.

## 7 Complaints

If you have a complaint with respect to our handling of your personal information in relation to this Privacy Policy or any privacy laws, please advise us of your complaint in writing. Where we receive a genuine complaint, which is not vexatious or frivolous, we will endeavour to investigate the complaint and advise you of any outcome within 45 days of receiving the complaint.

## 8 Contact Details

Any communications for the purposes of this policy (including any complaints) may be made by contacting the Company Secretary on +612 8072 1400.

## 9 Review of Policy

The policy will be reviewed regularly periodically and updated as required to ensure it remains consistent with current law and practice. The latest version of this policy can be found on the Company's website or obtained from the Company Secretary.

## 10 Material Revisions

Version	Approval Date	Effective Date	Details
1.0	09/02/2021	09/02/2021	Policy approved by the board.