

CFOAM Limited  
ABN 46 611 576 777  
Level 1, 33 Ord Street  
West Perth WA 6005  
Tel: +61 8 9420 9300



Dear Shareholders,

**IMPACT OF COVID-19 RESTRICTIONS ON THE COMPANY'S UPCOMING MEETING**

CFOAM Limited (ACN 611 576 777) (**Company**) is pleased to advise that it will hold its annual general meeting of shareholders at 9.00am WST on 30 November 2020 at Level 1, 33 Ord Street, West Perth WA 6005 (WST) (**Meeting**).

Due to the easing of restrictions in Western Australia, the Board has made the decision that it will hold a physical Meeting with the appropriate social gathering and physical distancing measures in place to comply with the current Federal and State Government restrictions for physical gatherings.

In accordance with temporary modifications to the Corporations Act 2001 (Cth) under the Corporations (Coronavirus Economic Response) Determination (No 3) 2020, the Company will not be sending hard copies of the Notice of Meeting to Shareholders. The Notice of Meeting can be viewed and downloaded from the Company's website at [www.cfoam.com](http://www.cfoam.com).

As you have not elected to receive notices by email, a copy of your Proxy Form is enclosed for your convenience. Shareholders are encouraged to submit their proxy vote in accordance with the instructions on the Proxy Form.

The Directors **strongly encourage all shareholders to lodge directed proxy forms prior to the Meeting**. Your proxy voting instruction must be received by no later than 9.00am (AWST) on 28 November 2020, being not less than 48 hours before the commencement of the Meeting. Any proxy voting instructions received after that time will not be valid for the Meeting.

The Notice of Meeting should be read in its entirety. If you are in doubt as to how you should vote, you should seek advice from your professional advisers prior to voting. If you have questions about the Meeting and voting arrangements, please email the Company Secretary at [gsteinepreis@CFOAM.com](mailto:gsteinepreis@CFOAM.com).

Yours sincerely

**Gary Steinepreis**  
Non-Executive Chairman