

## Proxy voting in Austria

If you are interested to exercise your votes (only for bearer shares) through IVA, then you have to take the following steps:

1. Ask for a "Depotbestätigung" from your depository;
2. Download the proxy-form from the company's homepage;
3. Fill out the proxy-form and send it together with a copy of the "Confirmation of Holding" (CoH) issued by your depository bank to IVA by mail to

**IVA Interessenverband für Anleger**  
**Feldmühlgasse 22**  
**A-1130 V i e n n a**  
**Austria.**

e-mail to [michael.knap@iva.or.at](mailto:michael.knap@iva.or.at) or fax: +43 1 876 33 43 39

## Questions & Answers

1. **What is the record date in your country, i.e. the date by which a shareholder must officially own shares in order to be entitled to vote at the general meeting?**

The end of the 10th day before the AGM-day

2. **Can a shareholder association itself receive a proxy or does the proxy need to be given to an individual?**

The proxy can be given directly to IVA, who appoints an individual as proxy representative

3. **Is there a difference for bearer and registered shares in the proxy procedure?**

**Bearer shares:** information will be given in the official "Wiener Zeitung" and on the company's homepage additionally. The shareholder have to be active by asking for a "Depotbestätigung" from the depository of his shares (normally a bank)

**Registered shares:** Have not been offered by listed companies until today

4. **What needs a shareholder to do if he wants to give a proxy to your association?**

- ask for a "Depotbestätigung" from your depository;
- download the proxy-form from the company's homepage;
- fill out the proxy-form (and give instructions)

5. **What is the last day, the bank/company needs to receive the proxy?**

The representative has to show the proxy at least during registration to the AGM.

**6. Are there any formal requirements for a proxy (e.g. wet signature)?**

No formal requirements for a proxy, "Textform"=E-Mail or FAX is normally sufficient

**7. Can proxies be given in English or is the local language required?**

English proxies in general are accepted by Austrian companies.

**8. Is there a minimum holding required for voting shares? What can shareholders do in such a case (e.g. join with other shareholders)?**

No minimum holding requirements ("one share one vote")

**9. Any other necessary/useful information for shareholders from abroad?**

\* In the agenda/convocation of the general meeting, each company has to explain the voting procedure for shareholders, including deadlines etc.

\* There is no share blocking in Austria, i.e. shares are freely tradable between the record date and the day of the general meeting.