

# Communications Policy

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Version 1.0  
Effective: 31 January 2014

## 1. Introduction

Freelancer Limited ('Freelancer', 'we' or 'our') is a public company listed on the Australian Securities Exchange ('ASX') and is the owner, through a number of subsidiaries, and operator of the Freelancer online marketplace for outsourcing, freelancing and crowdsourcing services, found at [www.freelancer.com](http://www.freelancer.com).

## 2. Purpose of this Policy

The purpose of this policy is to set out the commitment of Freelancer to promote effective communication with shareholders and to encourage shareholder participation at general meetings.

## 3. Policy

We will provide shareholders with sufficient information to assess the performance of Freelancer and ensure that shareholders are informed of all major developments affecting the state of affairs of Freelancer relevant to shareholders in accordance with all applicable laws.

In particular, Freelancer's website will contain information about it, including media releases, key policies and the terms of reference of its Board committees.

We will include a summary of or reference to this Policy in our annual report.

## 4. Shareholder Communication

Information will be communicated to shareholders through the lodgement of all relevant financial and other information with the ASX and publishing of links to that information on Freelancer's website, [www.freelancer.com/investor](http://www.freelancer.com/investor).

There are a number of ways in which we will provide this communication as set out below.

### 4.1. ASX Announcements

Freelancer provides material information, as required by our Continuous Disclosure Policy, to the market and shareholders via ASX company announcements.

#### 4.2. Reports to shareholders

Freelancer provides half yearly and yearly financial reports and an annual report as required by the ASX Listing rules and Corporations Act and applicable accounting standards.

#### 4.3. Website

Information in relation to the Freelancer business, including media releases, as well as that required by the ASX Listing Rules and the Corporations Act is either made available on Freelancer's website or a relevant link provided to Freelancer's announcements to the ASX. A link to information released to the ASX is also published on Freelancer's website.

#### 4.4. Notices of Meetings

Notices of meetings will be issued and sent to the registered address of shareholders.

#### 4.5. General Meetings

Freelancer encourages shareholders to be involved in shareholder meetings and to attend, or if that is not possible, to vote on the motions proposed by appointing a proxy.

Our external auditor will attend the annual general meeting and be available to answer any questions relevant to the audit.

#### 4.6. Briefings

Freelancer may conduct briefings for analysts, brokers or institutional investors. Any material information that we are required to disclose as per our Continuous Disclosure Policy will not be disclosed at these meetings. We will notify the market by ASX company announcement the presentation material to be used at these meetings to the extent they have not already been disclosed. If inadvertently, material information is disclosed at these meetings we will immediately release this material information to the market via an ASX company announcement.

### 5. Amendment

This Policy has been adopted by the Board of Directors and may from time to time be amended or updated by a resolution of the Board of Directors.