

## APPENDIX 1

Part A (NZAX Listing Rules 10.4.2 and 10.5.3)

### Preliminary Announcements – Full and Half Year Results

- 1 **Full Year Results:** The following information must be contained in each preliminary announcement given to NZX under NZAX Listing Rule 10.4.1 in respect of a full year:
  - 1.1 Details of the reporting period and the previous corresponding period.
  - 1.2 Information prescribed by NZX from time to time. This information must be identified as ***“Results for announcement to the market”*** and must be placed at the beginning of the report in a tabular format as specified by NZX from time to time.
  - 1.3 The following information, which may be presented in whatever way the Issuer considers is the most clear and helpful to users, e.g., combined with the body of the report, combined with notes to the financial statements, or set out separately.
    - a. A statement of financial performance.
    - b. A statement of financial position. The statement of financial position may be condensed but must report as line items each significant class of asset, liability, and equity element with appropriate sub-totals.
    - c. A statement of cash flows. The statement of cash flows may be condensed but must report as line items each significant form of cash flow.
    - d. Details of individual and total dividends or distributions and dividend or distribution payments. The details must include the date on which each dividend or distribution is payable and (if known) the amount per security of foreign sourced dividends or distributions.
    - e. Details of any dividend or distribution reinvestment plans in operation and the last date for the receipt of an election notice for participation in any dividend or distribution reinvestment plan.
    - f. A statement of movements in equity.
    - g. Net tangible assets per security with the comparative figure for the previous corresponding period.
    - h. Details of entities over which control has been gained or lost during the period, including the following.
      - i. Name of the entity.
      - ii. The date of the gain or loss of control.
      - iii. Where material to an understanding of the report – the contribution of such entities to the reporting entity’s profit from ordinary activities during the period and the profit or loss of such entities during the whole of the previous corresponding period.
    - i. Details of associates and joint venture entities including the following.
      - i. Name of the associate or joint venture entity.
      - ii. Details of the reporting entity’s percentage holding in each of these entities.

- iii. Where material to an understanding of the report - aggregate share of profits (losses) of these entities, details of contributions to net profit for each of these entities, and with comparative figures for each of these disclosures for the previous corresponding period.
  - j. Any other significant information needed by an investor to make an informed assessment of the entity's financial performance and financial position.
  - k. A commentary on the results for the period. The commentary must be sufficient for the user to be able to compare the information presented with equivalent information for previous periods. The commentary must include any significant information needed by an investor to make an informed assessment of the entity's activities and results, which would include but not be limited to discussion of the following.
    - i. The earnings per security and the nature of any dilution aspects.
    - ii. Returns to shareholders including distributions and buy backs.
    - iii. Significant features of operating performance.
    - iv. The results of segments that are significant to an understanding of the business as a whole.
    - v. A discussion of trends in performance.
    - vi. Any other factors which have affected the results in the period or which are likely to affect results in the future, including those where the effect could not be quantified.
  - l. A statement as to whether the report is based on financial statements which have been audited, are in the process of being audited, or have not yet been audited and:
    - i. If the financial statements have not yet been audited and are likely to be subject to qualification, a description of the likely qualification; or
    - ii. If the financial statements have been audited, a statement of any qualifications that the auditors have made to those financial statements;
  - m. A statement of any major changes or trends in the Issuer's business subsequent to the end of the financial year or half year, as the case may be, and shall include where material any changes in the value of the Issuer's assets, or in its profitability, and any contingent liabilities, all in relation to the position disclosed in the last published financial statements; and
  - n. A statement of any unrealised gains resulting from the revaluation of assets of the Issuer, any subsidiary, or any associated company and unrealised net changes in values or development margins of investment assets included as separate items after profit before extraordinary items, identifying separately amounts arising from any unrealised gains of associated companies.
- 2 **Half-Year Results:** The following information must be contained in each preliminary announcement given to NZX under NZAX Listing Rule 10.4.1 in respect of a half year:
- 2.1 Details of the reporting period and the previous corresponding period.
  - 2.2 Information prescribed by NZX from time to time. This information must be identified as ***"Results for announcement to the market"*** and must be placed at the beginning of the report in a tabular format as specified by NZX from time to time.

- 2.3. The following information, which may be presented in whatever way the Issuer considers is the most clear and helpful to users, e.g., combined with the body of the report, combined with notes to the financial statements, or set out separately.
- a. A statement of financial performance.
  - b. A statement of financial position, which may be condensed but must report as line items each significant class of asset, liability, and equity element with appropriate sub-totals.
  - c. A statement of cash flows, which may be condensed but must report as line items each significant form of cash flow.
  - d. Details of individual and total dividends or distributions and dividend or distribution payments. The details must include the date on which each dividend or distribution is payable and (if known) the amount per security of foreign sourced dividends or distributions.
  - e. Details of any dividend or distribution reinvestment plans in operation and the last date for the receipt of an election notice for participation in any dividend or distribution reinvestment plan.
  - f. Net tangible assets per security with the comparative figure for the previous corresponding period.
  - g. Details of entities over which control has been gained or lost during the period, including the following.
    - i. Name of the entity.
    - ii. The date of the gain or loss of control.
    - iii. Where material to an understanding of the report – the contribution of such entities to the reporting entity’s profit from ordinary activities during the period and the profit or loss of such entities during the whole of the previous corresponding period.
  - h. Details of associates and joint venture entities including the following.
    - i. Name of the associate or joint venture entity.
    - ii. Details of the reporting entity’s percentage holding in each of these entities.
    - iii. Where material to an understanding of the report - aggregate share of profits (losses) of these entities, details of contributions to net profit for each of these entities, and with comparative figures for each of these disclosures for the previous corresponding period.

3 **Full Year and Half-Year Results:** All preliminary announcements given under NZAX Listing Rule 10.4.1 must comply with the following requirements:

- 3.1 All statements must be prepared in compliance with applicable Financial Reporting Standards or the equivalent foreign accounting standards.
- 3.2 A statement of the accounting policies (if any) that the directors believe are critical to the portrayal of the Issuers financial condition and results and which require the directors to make judgements and estimates about matters that are inherently uncertain.

- 3.3 If there has been any material change in accounting policies applied in preparation of the statements reflected in the announcement, it must disclose the impact of the change.
- 3.4 If the financial statements have been audited, a copy of the audit report should be provided with the announcement.
- 3.5 The announcement may include any additional facts, figures or interpretative notes that the Issuer wishes to include, and must include any additional information required by any applicable financial reporting standard or necessary to ensure the announcement is not misleading.

## Part B (NZAX Listing Rule 10.5.3)

**Half-yearly report**

The following information must be included in each half-yearly report prepared for the purposes of NZAX Listing Rule 10.5.3. The information may be presented in whatever way is the most clear and helpful to users, e.g. combined with the body of the report, combined with notes to the accounts, or set out separately.

1. Details of the reporting period and the previous corresponding period.
2. A statement of financial performance together with notes to the statement.
3. A statement of financial position together with notes to the statement. The statement of financial position may be condensed but must report as line items each significant class of asset, liability, and equity element with appropriate sub-totals.
4. A statement of cash flows together with notes to the statement. The statement of cash flows may be condensed but must report as line items each significant form of cash flow.
5. A statement of movements in equity together with notes to the statement.
6. Details of individual and total dividends or distributions and dividend or distribution payments. The details must include the date on which each dividend or distribution is payable, and (if known) the amount per security of foreign sourced dividend or distribution.
7. Details of any dividend or distribution reinvestment plans in operation and the last date for the receipt of an election notice for participation in any dividend or distribution reinvestment plan.
8. Net tangible assets per security with the comparative figure for the previous corresponding period.
9. Details of entities over which control has been gained or lost during the period, including the following.
  - 9.1 Name of the entity.
  - 9.2 The date of the gain or loss of control.
  - 9.3 Where material to an understanding of the report – the contribution of such entities to the reporting entity's profit from ordinary activities during the period and the profit or loss of such entities during the whole of the previous corresponding period.
10. Details of associates and joint venture entities including:
  - 10.1 The name of the associate or joint venture entity;
  - 10.2 Details of the reporting entity's percentage holding in each of these entities; and

- 10.3 Where material to an understanding of the report - aggregate share of profits (losses) of these entities, details of contributions to net profit for each of these entities, and with comparative figures for each of these disclosures for the previous corresponding period.
8. A statement of any major changes or trends in the Issuer's business subsequent to the end of the financial year or half year, as the case may be, and shall include where material any changes in the value of the Issuer's assets, or in its profitability, and any contingent liabilities, all in relation to the position disclosed in the last published financial statements.
  9. A statement of the amount of any unrealised gains resulting from the revaluation of assets of the Issuer, any subsidiary, or any associated company and unrealised net changes in values or development margins of investment assets included as separate items after profit before extraordinary items, identifying separately amounts arising from any unrealised gains of associated companies.
  10. A statement of any material change in accounting policies applied in preparation of the statements reflected in the announcement and the impact of the change
  11. For foreign entities, which set of accounting standards is used in compiling the report (e.g., International Financial Reporting Standards).

The report must also contain any additional information required by law or any applicable financial reporting standard or necessary to ensure the report is not misleading. The report may include any additional facts, figures or interpretative notes that the Directors wish to include. If the financial statements have been audited, the report shall disclose and any qualifications the auditors have made to those financial statements.