

Notice of Annual General Meeting

29 April 2013



By order of the Board
[21 February 2013]

Adam Awty CPA
Company Secretary

NOTICE is hereby given that the Annual General Meeting of Members of CPA Australia Ltd (**the Company**) will be held at the offices of CPA Australia Ltd, Level 20, 28 Freshwater Place, Southbank, Victoria on Monday 29 April 2013 at 5.30 pm (Melbourne time).

ORDINARY BUSINESS

Item 1: Receipt of Annual Financial Report

To receive and consider the Company's Financial Report, the Directors' Report and the Auditor's Report for the year ended 31 December 2012.

SPECIAL BUSINESS

There are no items of special business requiring Members to vote.

Attendance at the Annual General Meeting

In person: You may attend the Annual General Meeting in person at the date, time and place specified in the Notice of Meeting. Prior registration is not required.

By proxy: If you would like to appoint a proxy to attend the meeting on your behalf, this can be done by completing and signing the attached proxy form and sending it to the Company Secretary by:

Mail: Company Secretary
CPA Australia Ltd
Level 20, 28 Freshwater Place
Southbank, VIC 3006

Email: AGM@cpaustralia.com.au

Facsimile: +61 3 9682 0567

IMPORTANT: All proxy forms must be submitted and received by the Company Secretary by no later than 5.30pm (Melbourne time) on Saturday 27 April 2013.

Questions from Members

Members who are unable to attend the Annual General Meeting and would like to ask questions of the Board concerning matters to be considered at the Annual General Meeting, are invited to do so by completing the form on the reverse of the proxy form.

Your questions are important to us and although we will not be able to reply to each question individually, we will respond to as many of the frequently asked questions as possible at the Annual General Meeting and those answers will be posted on our website.

Enquiries

For further information relating to the 2013 Annual General Meeting, please refer to cpaustralia.com.au or contact the Company Secretary of CPA Australia Ltd at its registered office at Level 20, 28 Freshwater Place, Southbank, Victoria, 3006 or call +61 3 9606 9606.



I, [] of []
(Full name of member – please print) (address)

being a member attached to the [] Division/Branch/other¹ of CPA Australia Ltd (**Company**), hereby appoint:

[] of []
(Name of proxy – please print) (Division/Branch/other¹)

or failing such appointment or the absence of that person, the Chairperson of the Meeting as my proxy to attend on my behalf as authorised by Article 28 of the Constitution, the Annual General Meeting of the Company to be held on Monday 29 April 2013 at 5.30pm (Melbourne time) at the offices of CPA Australia, Level 20, 28 Freshwater Place, Southbank, Victoria and at any adjournment thereof.

Dated: [] / [] / 2013

Membership Number: []

Membership Status: []
(eg. ASA, CPA or FCPA)

Signed: []

Directions

- 1) The above instrument appointing a proxy must be submitted to the Company Secretary of CPA Australia Ltd at its registered office at Level 20, 28 Freshwater Place, Southbank, Victoria 3006, emailed to AGM@cpaustralia.com.au, or faxed to +61 (0)3 9682 0567. The Company Secretary shall endorse on the instrument a certificate that the appointer is a member qualified to vote at the meetings to which such instrument relates.
- 2) The above instrument must be lodged at the registered office of the Company not less than 48 hours before the time of the holding of the meeting. **The deadline for lodging proxies is 5.30pm (Melbourne time) on Saturday, 27 April 2013.**
- 3) The proxy appointed by a Member need not themselves be a Member of the Company.

Certificate of Company Secretary (For internal use only)

I hereby certify that the appointer named above is a member qualified to vote, in accordance with the Constitution, at the meeting to be held on the date mentioned herein.

Dated: [] / [] / 2013

Signed: []
(Company Secretary)

¹ Delete whichever is inapplicable.



Members who are unable to attend the Annual General Meeting, or who prefer to register questions beforehand concerning the matters to be considered at the Annual General Meeting, are invited to do so. Your questions are important to us.

Please use this form to submit questions and return it to the Company Secretary, by post at Level 20, 28 Freshwater Place, Southbank, Victoria 3006, by email to AGM@cpaaustralia.com.au, or fax to +61 (0)3 9682 0567 by **5.30pm (Melbourne time) on Saturday 27 April, 2013.**

Although we will not be able to reply to each question individually, we will respond to as many of the frequently asked questions as possible at the Annual General Meeting, and those answers will be posted on our website.

Member's Name:

Division/Branch/Other¹:

Membership Number:

Question 1:

Question 2:

Question 3:

Question 4:

¹ Delete whichever is inapplicable.