

## Meeting Guide

Ensure your browser is compatible – Vero Voting supports the latest versions of Chrome, Safari, Firefox, and Edge; Go to [whatismybrowser.com](http://whatismybrowser.com) if you are unsure.

### How to Login and Register

Click on your unique link as supplied in the Vero email and you will be taken directly to the AGM portal. Select Yes or No to attending the meeting.

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### Voting (eligible voting members only)

The voting starts when the meeting Chair opens the poll unless otherwise stated. From your screen, you can see the resolutions and voting choices set.

Click on the vote tab.

Select your option by clicking on your response to cast your vote for each question.

You can change your vote at any time (***while the voting period is open***) by clicking “Change”.

Your vote is logged once the tab turns GREEN. You do not need to do anything further; your vote has been counted.

### Asking Questions (Q&A)

- To ask a question ***prior or during the meeting*** click the Q&A tab
- Start typing your question in the box and when done, click Submit.

### Support

If you have any questions, or need assistance with the online process, please contact Vero Voting via email [support@verovoting.com.au](mailto:support@verovoting.com.au) OR call 1300 702 898 between 8.30am—5.00pm Monday to Friday (Australian Western Standard Time)

[verovoting.com.au](http://verovoting.com.au)