

NOTICE OF ANNUAL GENERAL MEETING AND EXPLANATORY NOTES

NSW Business Chamber Limited
ACN 000 014 504

Date

21 November 2025

Location

Level 6, 8 Chifley Square, Sydney & Via Zoom Webinar

Time

12.00pm (AEDT)

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LETTER FROM THE PRESIDENT

24 October 2025

Dear Member

I am pleased to invite you to the annual general meeting (AGM) of NSW Business Chamber Ltd trading as Business NSW (Business NSW) to be held at 12.00pm (AEDT) on 21 November 2025.

The AGM will be held both in person and online to allow all members, regardless of where they are located, to participate in the meeting. Please read the attached explanatory notes in relation to registering for, and accessing, the AGM online.

As we approach our 200th anniversary in 2026, I am reminded of the extraordinary legacy this institution carries — and the critical role we play in shaping a vibrant and resilient business environment across New South Wales (NSW). For almost two centuries, Business NSW has represented the interests of businesses large and small, metro and regional, with integrity and purpose. FY25 has been a year of challenge, change, and momentum for Business NSW. While the broader business environment in NSW remains uncertain, I'm proud to report that Business NSW has continued to deliver value, advocate powerfully, and invest for the future.

Our focus remains on three core missions:

1. strong advocacy – as the trusted voice of our members;
2. connected networks – as a place for our members to listen, share and learn from peers and colleagues;
3. valued services – as a provider of tools and solutions to help businesses succeed.

This focus reflects the mindset of our members and is underpinned by a simple, yet powerful belief that when businesses thrive, communities can too.

The vast majority of our members are small and medium-sized enterprises—many family-run, many rooted in their local communities. These businesses don't just keep our towns, cities and regions alive, they allow them to thrive.

This 'DNA' of our business network is needed more than ever. I write to you at a time when almost 7,000 businesses have closed their doors in NSW in just the last 12 months. Insolvencies in NSW have increased by 26% this year and the insolvency rate is higher in NSW than in other states.

Our members rely now more than ever on the unique history and the proven ability of Business NSW to impact policy. I am proud of the work led by our CEO, Dan Hunter and his team, and I thank them for their commitment to make strong representations for change. We will not let you down.

I encourage you to read our 2025 Annual Report to learn more about the performance of Business NSW during FY25 and the significant number of activities and initiatives the organisation undertook to support our members, customers and community.

I encourage members to attend the AGM because it offers the opportunity for you to ask the Board and management about the activities, strategy and financial performance of the Company.

Written questions from members in advance of the AGM are welcomed and should be submitted by 5pm on Friday, 14 November 2025.

Members who wish to submit questions in advance should do so by emailing: bnswevents@businessnsw.com.

Members will also have the opportunity to ask questions during the meeting. As Chair of the meeting, I will seek to address

as many questions (whether raised before or during the meeting) as possible at the meeting.

On behalf of the Board, I wish to thank you for your ongoing support of Business NSW and hope that you can join us at the AGM.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Joe', with a stylized flourish at the end.

Joseph Carrozzi AM

President

NOTICE OF ANNUAL GENERAL MEETING

The annual general meeting (AGM) of the members of NSW Business Chamber Ltd¹ (Company) will be held at 12.00pm (AEDT) on 21 November 2025 at the Company's registered office at Level 6, 8 Chifley Square, Sydney, New South Wales and via Zoom. For those attending virtually, please see below and the attached explanatory notes for registration and access details.

BUSINESS

1. Welcome to Country

2. Formalities

3. Minutes of the 2024 Annual General Meeting

4. President's Report

To receive and consider a report on the proceedings of the Company for the year ended 30 June 2025.

5. Consideration of the 2025 Financial Statements and Reports

To receive and consider the Directors' Report and the Company's consolidated financial statements for the year ended 30 June 2025 and the Auditor's Report in respect of those financial statements.

6. Election of Member Elected Councillors

To declare the election of Member Elected Councillors to the Company's Council.

7. Appointment of Regional Nominated Councillors

To confirm the appointment of Regional Nominated Councillors to the Company's Council.

8. Other Business

To transact any other business the President considers expedient.

REGISTERING FOR, AND ATTENDING, THE AGM

Attending the AGM online

To access the AGM online, members must register for the meeting at least 24 hours before the scheduled meeting time at the following webpage: <https://www.businessnsw.com/members/2025-annual-general-meeting>.

Registered members will receive two reminder emails (24 hours and 1 hour) prior to the scheduled meeting time, which will contain a unique access link to join the AGM via Zoom. This link should not be shared.

To access the AGM on the day, simply click on the unique access link that has been sent to you. Whilst the AGM will commence at 12.00pm (AEDT) on 21 November 2025, you will be able to access the live webcast from 11.50am.

If you:

- need assistance registering for the AGM;
- do not receive the email with the unique meeting access link; or
- assistance during the AGM,

please email bnswevents@businessnsw.com or call 13 26 96

[1] The Company trades under various brands, including 'Business NSW', Business Sydney', Business Western Sydney', Business Illawarra', and MyBusiness'.

Attending the AGM in person

To attend the AGM in person, members must register their attendance with one of the Company's representatives stationed at the entrance of the meeting venue no later than 11.45am on the day of the meeting.

PROXIES

Only voting members may appoint a proxy to attend and vote at the AGM on their behalf. However, the appointment of a proxy is not required for the AGM as no resolutions are being put to the AGM. Accordingly, no proxy form is provided.

Date: 24 October 2025

A handwritten signature in black ink, appearing to read 'C. Burubu', is written over a thin horizontal line.

Christopher Burubu

EXPLANATORY NOTES

1. Registering for, and attending, the AGM

Attending the AGM online

1.1 To access the virtual AGM, members must register for the meeting at least 24 hours before the scheduled meeting time at the following webpage: <https://www.businessnsw.com/members/2025-annual-general-meeting>.

1.2 Registered members will receive an email 24 hours prior to the scheduled meeting time that contains a unique access link to join the virtual AGM via Zoom.

1.3 To access the virtual AGM on the day, simply click on the unique access link that has been sent to you. Whilst the AGM will commence at 12.00pm (AEDT) on 21 November 2025, you will be able to access the live webcast from 11.50am.

1.4 Google Chrome is the recommended browser for accessing the live webcast. However, the platform can also be accessed in Mozilla Firefox, Safari and Internet Explorer.

1.5 If you:

- need assistance registering for the AGM;
- do not receive the email with the unique meeting access link;
- assistance during the AGM,

please email bswevents@businessnsw.com or call 13 26 96.

Attending the AGM in person

1.6 To attend the AGM in person, members must register their attendance with one of the Company's representatives stationed at the entrance of the meeting venue no later than 11.45am on the day of the meeting.

2. Where can I access the AGM documents?

All the AGM documents (including the Company's 2025 Annual Report and the minutes of the 2024 AGM) can be accessed at the following webpage: <https://www.businessnsw.com/members/2025-annual-general-meeting>.

3. Voting entitlement

Whilst any member may attend the AGM and ask questions, only voting members may vote at the AGM. However, no resolutions are being put to the AGM.

4. Proxies

4.1 Only voting members may appoint a proxy to attend the AGM and vote on their behalf.

4.2 As no resolutions are being put to the AGM, no proxy form is provided.

5. Questions from members in advance

5.1 Written questions from members in advance of the AGM must be received by 5pm on Friday, 14 November 2025.

5.2 The Chair of the meeting will seek to address as many of the questions as possible during the meeting.

5.3 Members who wish to submit questions should do so by emailing bnswevents@businessnsw.com.

5.4 Emails must clearly identify the name of the member that the sender represents.

6. How to ask a question during the AGM

6.1 The Chair will afford members the opportunity to ask questions during the AGM.

6.2 Verbal questions may be asked during the AGM by representatives of members who are attending in person.

6.3 For representatives of members attending online:

- to submit a written question during the meeting, select the 'Q&A' button found on the menu panel, type the question and press send; and
- to verbally ask a question, select the 'Raise Hand' button found on the menu panel. When selected to ask your question, your participation mode will be changed such that you can be seen and heard – a pop-up will appear for you to accept in this regard. Once your question has been asked and answered, your participation mode in the AGM will return to 'view-only'.

7. Need help?

If you:

- need assistance registering for, or accessing, the AGM;
- do not receive the email with the unique meeting access link;
- need assistance during the AGM,

please email bnswevents@businessnsw.com or call 13 26 96.