



*delivering corporate
communications*

Investorportal and Electronic Online Proxy Voting

DEMO - iProxy

Getting started - After registration you have access to various services as well as electronic proxy voting – i-Proxy.

For more information
Contact: callcenter@ince.co.za

You can view the demo on the Electronic proxy voting process, to make you comfortable with the screens that you will see, prior to completing your proxy form.

You can click on “User Exclusions”, which explains who can and cannot make use of this system.

You can click on “Usage Explanation” which explains who can use it as well as the information you must have at hand to complete the Electronic proxy form.

You can click on “**Demo**” to have a preview of the electronic proxy voting steps.

Note: Please do not complete the proxy form process, if you are going to be present at the AGM and have obtained a Letter Of Representation. This will make your paper based and/ or electronic proxy form invalid.



When selecting the “**Demo**” link, you can view the i-Proxy process steps.

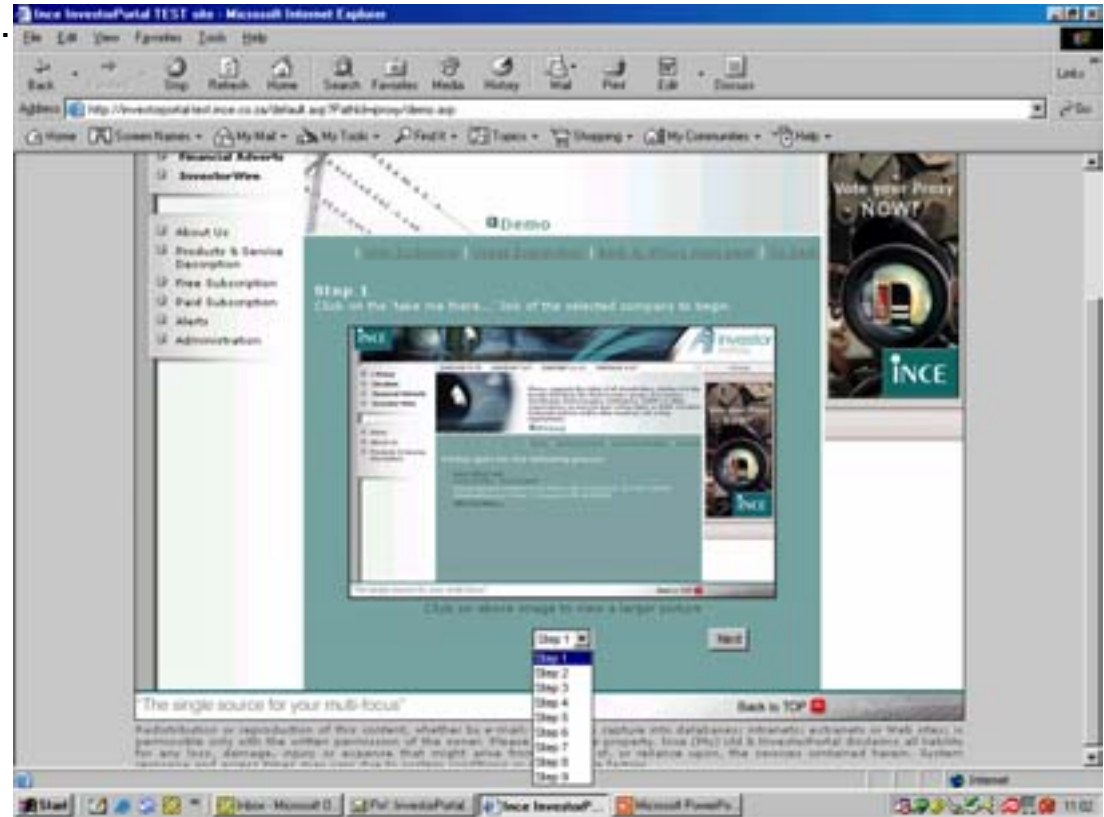
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There are about **9 steps in the Demo**. These must be selected one by one through the dropdown menu at the bottom of the screen.

The electronic proxy voting process Can be accessed by clicking on either the presented hyperlink or via the icon on the right hand side of the screen for the company which has the status; **“proxy voting is now open”**.

This is normally 1 or 2 days after release and distribution of the annual report.

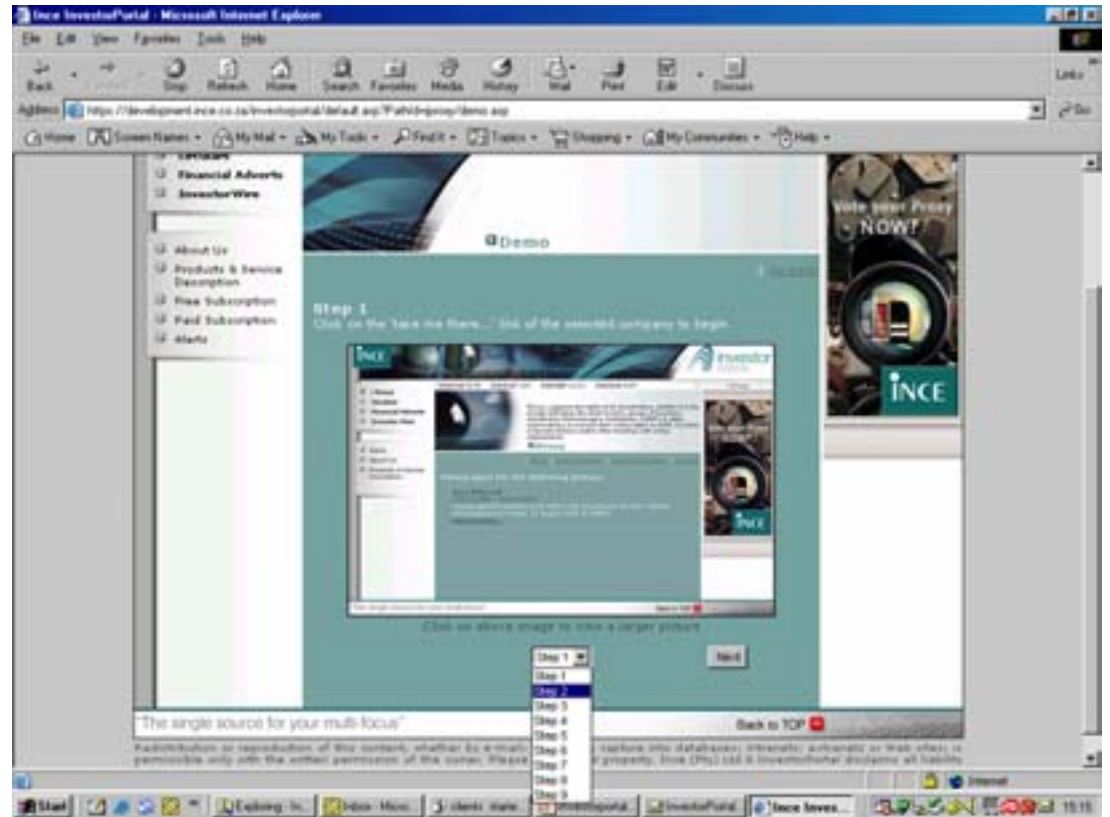
Select step 2 from the drop down menu.



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When selecting the “**Step 2**”,
you can view the next step
of the i-Proxy process.

Select step 2 from
the drop down menu.



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Step 2 - continued,

Moreover, a description of the Independent Service Provider, Ince Pty Ltd., is given.

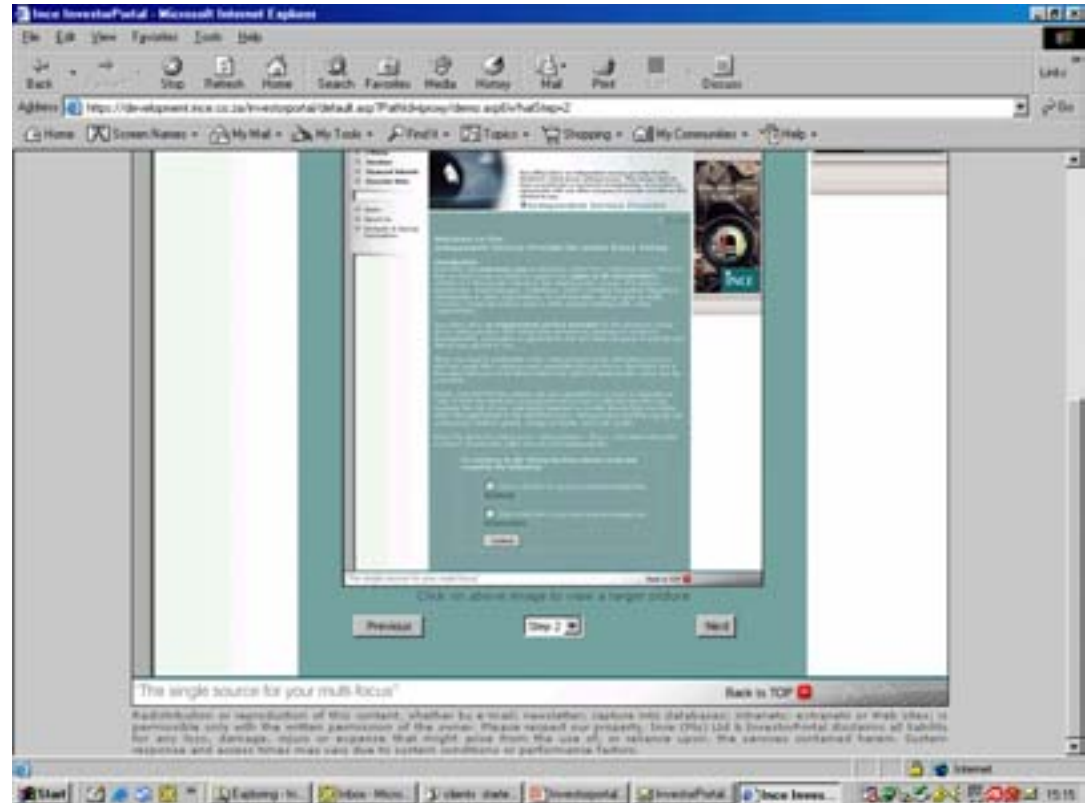
More information is available on:

<http://www.ince.co.za>

Also, the disclaimer and privacy statement can be accessed, read and accepted from here.

In order to proceed, the disclaimer and privacy statement must be accepted.

Select step 3 from the drop down menu to continue.



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Step 2 - continued,
 The Independent Service Provider,
 Ince Pty Ltd.,
 is a recognised
 BEE compliant company.

Take a closer look at our empowerment credentials

The Shareholders and Directors of Ince (Pty) Ltd are committed to playing their role in the upliftment of historically disadvantaged communities in South Africa and thereby contributing to the transformation process in the country.

Ince (Pty) Ltd has for the past eighteen months been seeking suitable Black Economic Empowerment partners who would fit its business profile as well as add the required value in the day-to-day running of the business.

It is with great pleasure that Ince (Pty) Ltd is able to advise all stakeholders that a Black Economic Empowerment consortium has, effective 1 July 2004, acquired a 25,1% Black Shareholding in the company. The consortium has acquired their shareholding in Ince (Pty) Ltd via Siposwaka Media (Pty) Ltd.

The consortium has acquired its shareholding through a series of sales, third party and vendor shares.

The consortium is led by Keesey Smit who is currently an Executive Director of New Africa Investments Ltd. Keesey will be appointed as the Non-Executive Chairman of Ince (Pty) Ltd.

The consortium has as its primary shareholder SIHOLD, which is the investment arm of the SA Democratic Teachers Union.

The SA Democratic Teachers Union is the largest teachers organisation in South Africa with over 200 000 members, of which 60% are women. The union's core indicators remain the broad-based Black Economic Empowerment criteria have been achieved.

Mphahleli Mphahle, the Chief Executive of SIHOLD, will be appointed as a Non-Executive Director of Ince (Pty) Ltd.



NEW SHAREHOLDING STRUCTURE EFFECTIVE 1 JULY 2004

Atkinson Family		Caxton & CTP Publishers & Printers Ltd
58,9%	25,1%	16,0%
Ince (Pty) Ltd		

Ince (Pty) Ltd now meets all the requirements to be considered as an Empowerment Company and will continue to focus on providing innovative communication solutions to its many valued corporate customers.
 Keesey (Pty) Ltd acted as advisors in the empowerment consortium.

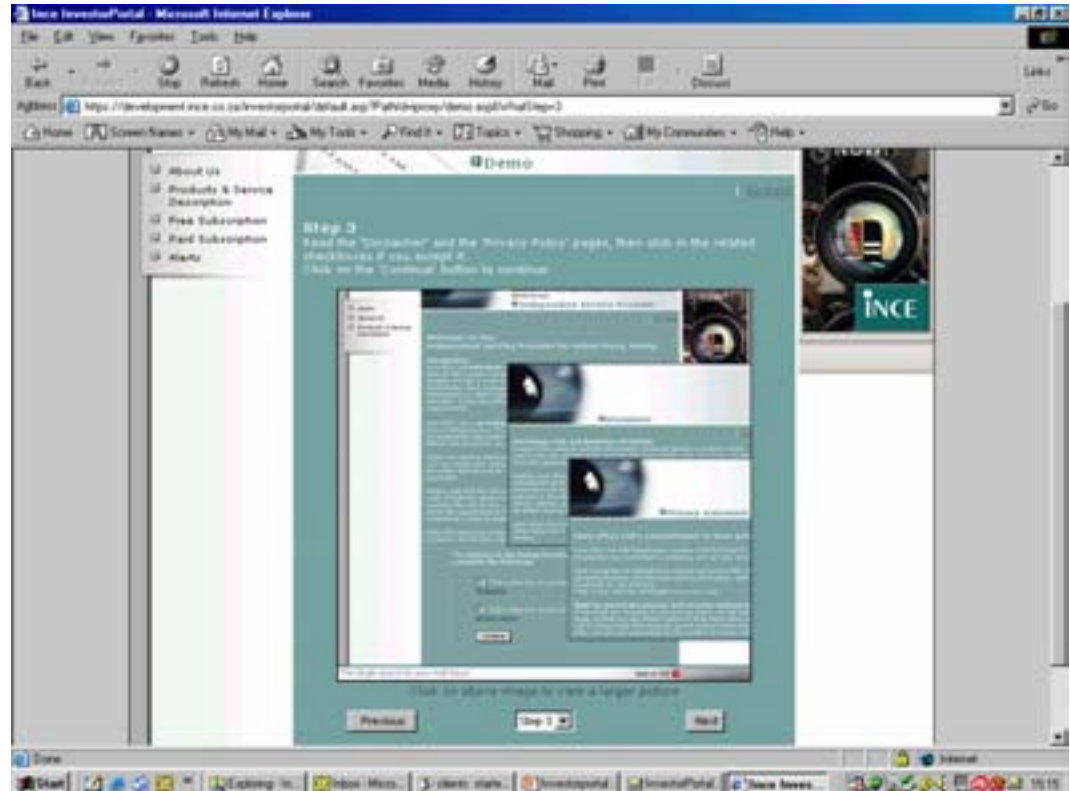



For more information
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When selecting “**Step 3**”,
an overview of the description
of the;
- disclaimer, and
- privacy statement
are accessed, and must be
read and accepted in order to proceed.

Acceptance is processed by
clicking on the tick box and
select “Accept”.

Select step 4 from
the drop down menu to continue.



When selecting “**Step 5**”, you are required to enter your personal and nominee holder details. The nominee is the broker, institution, or outsourced shareholder services companies, to whom you normally would send your proxy form to.

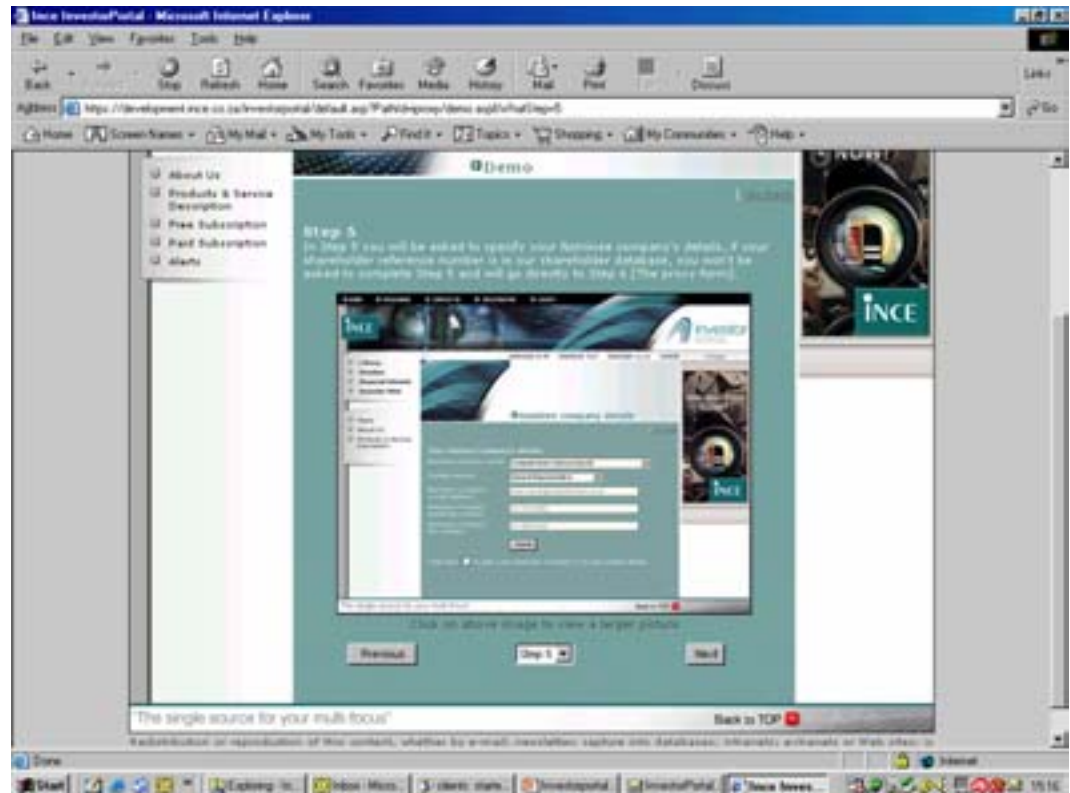
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In the drop down arrow, a full list of all brokers, CSDP’s, Transfer Secretaries and other relevant parties is provided to select your nominee company.

However, if your nominee company is not listed, then you can add this by clicking on the tick box at the bottom.

You must select the contact person at the nominee company to whom the proxy form must be send to. A list is provided under the dropdown arrow. However, if your contact person is not in the list, then you can add this person.

If the information is not available, then please capture the email address and fax number of your contact person at the nominee company.
You remain in control of your information for your electronic proxy form.



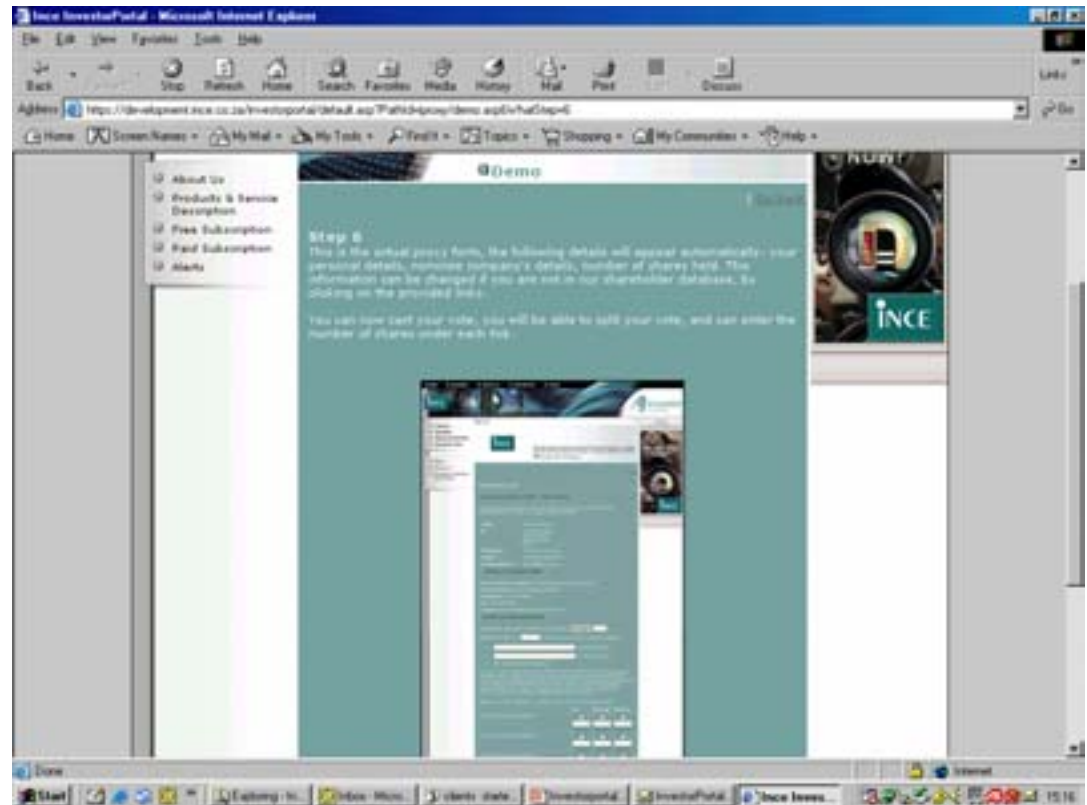
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When selecting “**Step 6**”,
you can verify all the
contact details of
your nominee company
as well as
your personal
registration details

Please verify and ensure
that all details are correct.

You can change the information
If you notice a discrepancy.

**You as the shareholder remain
in control of the information
on the proxy form.**



“Step 6 - continue”,

You can now complete the electronic proxy form.

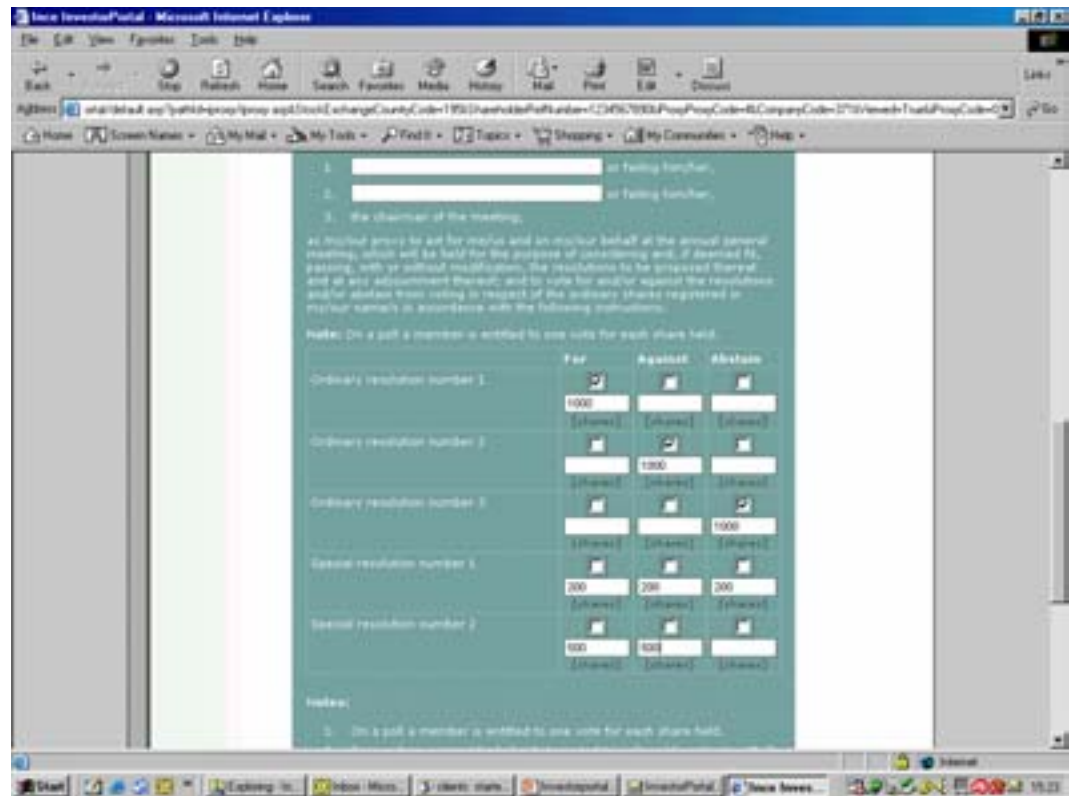
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If your shareholding did not come automatically from the shareholder register database, then you can capture your actual shareholding quantity.

If the system pulled your data from the shareholder register, but in the meantime you either bought or sold shares, then you can manually update your shareholding quantity.

If the presented shareholding quantity is correct, then you can continue to complete the proxy form by voting for each resolution, through allocating of your number of shares.

You as the shareholder remain in control of the information on the proxy form.



“Step 6 - continue”,

Per resolution you need to cast your vote based on the power you have represented by the number of shares you have.

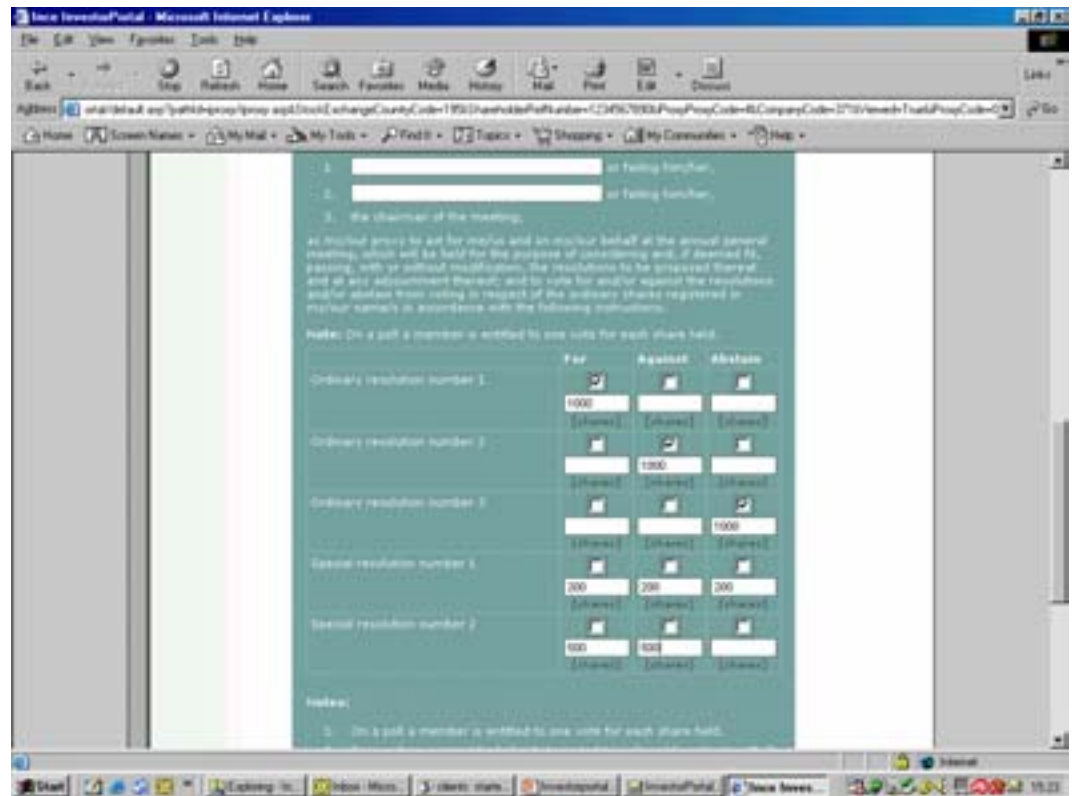
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Per resolution you can vote your full allocation of share by selecting the tick box or you can equally split your shares over the different options by clicking the tick box.

Manually capturing of your full quantity is possible, as well as manually changing, split voting or capturing the quantity in the different fields.

Your power base, determined by your shareholding cannot exceed, the total number of shares you have. The system will reject any number exceeding your total allocation. You can vote less than your total shareholding.

For each resolution , you can use your full shareholding

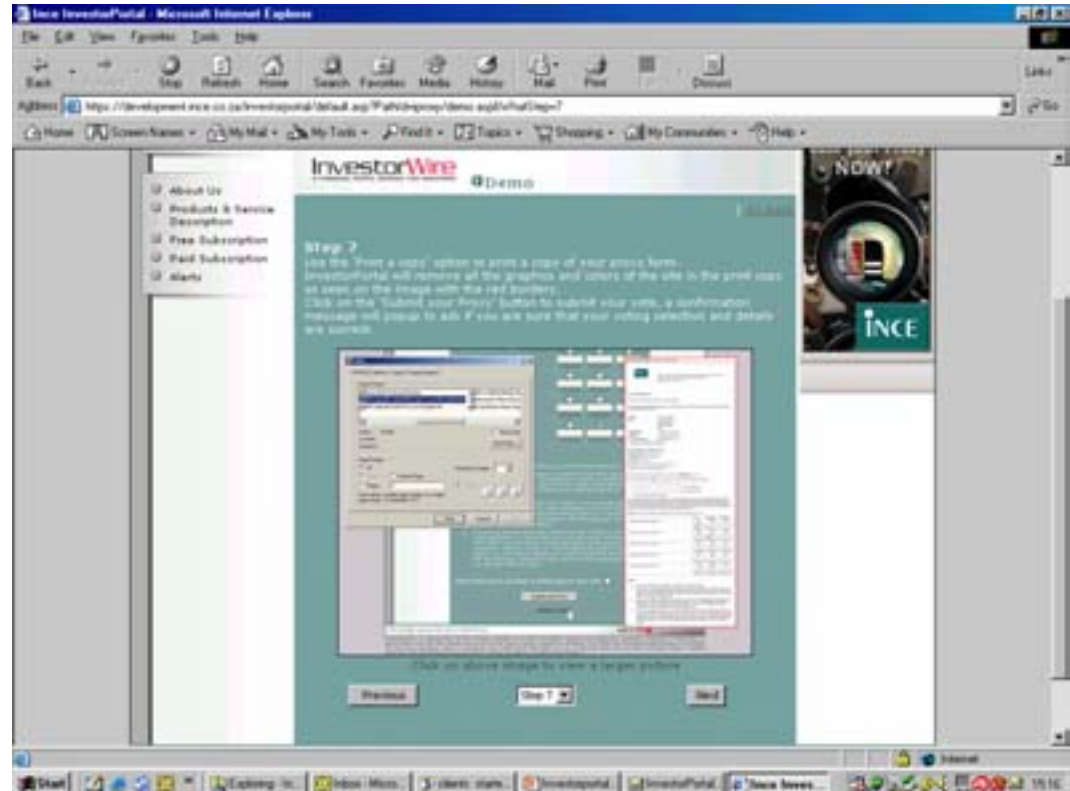


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When selecting “**Step 7**”,
the system allows you to
print your decisions
for your personal record keeping.

This can be done, before you have
submitted your final decisions to
your nominee company.

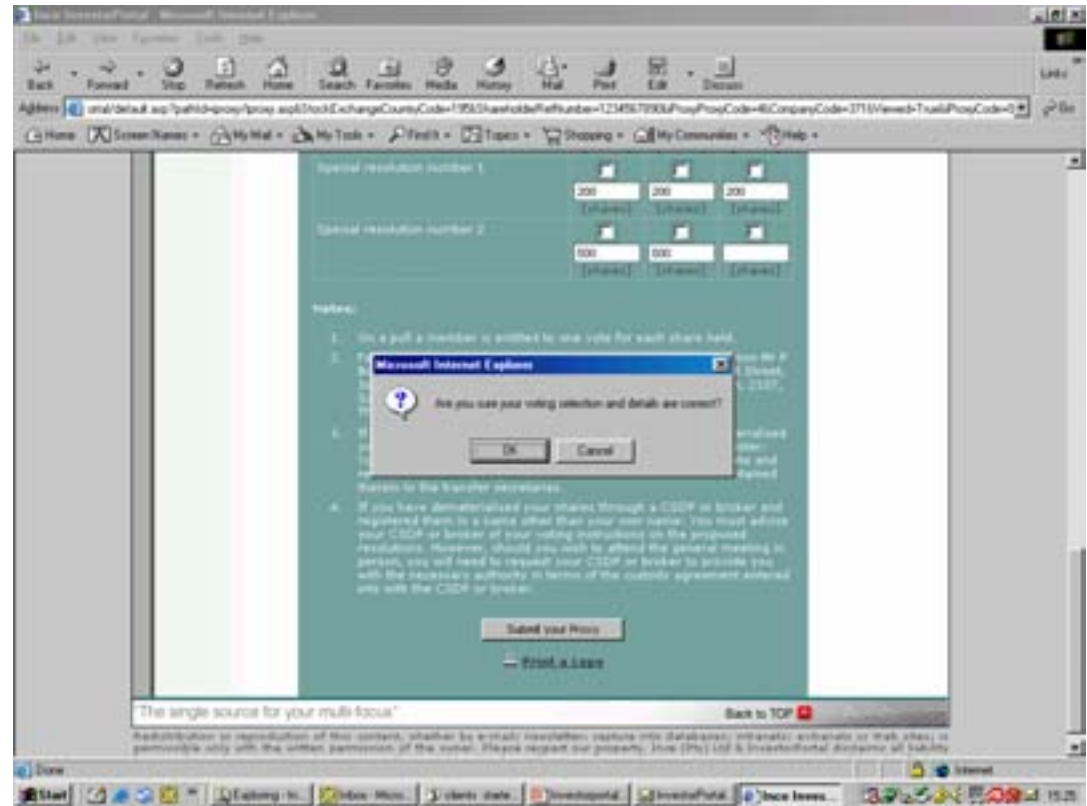
This means that you can still change
your selections and the allocation
of shares to each resolution.



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When selecting “**Step 8**”, the system asks you to make sure that you have completed the proxy form and that you are satisfied with the details, before saving it on the server of the independent service provider and sending it electronically to the nominee company.

You are allowed to change your details, even after submission. The system will update the form and send the update information to the nominee company. Your changes are linked to date and time indicators for monitoring and auditing purposes.



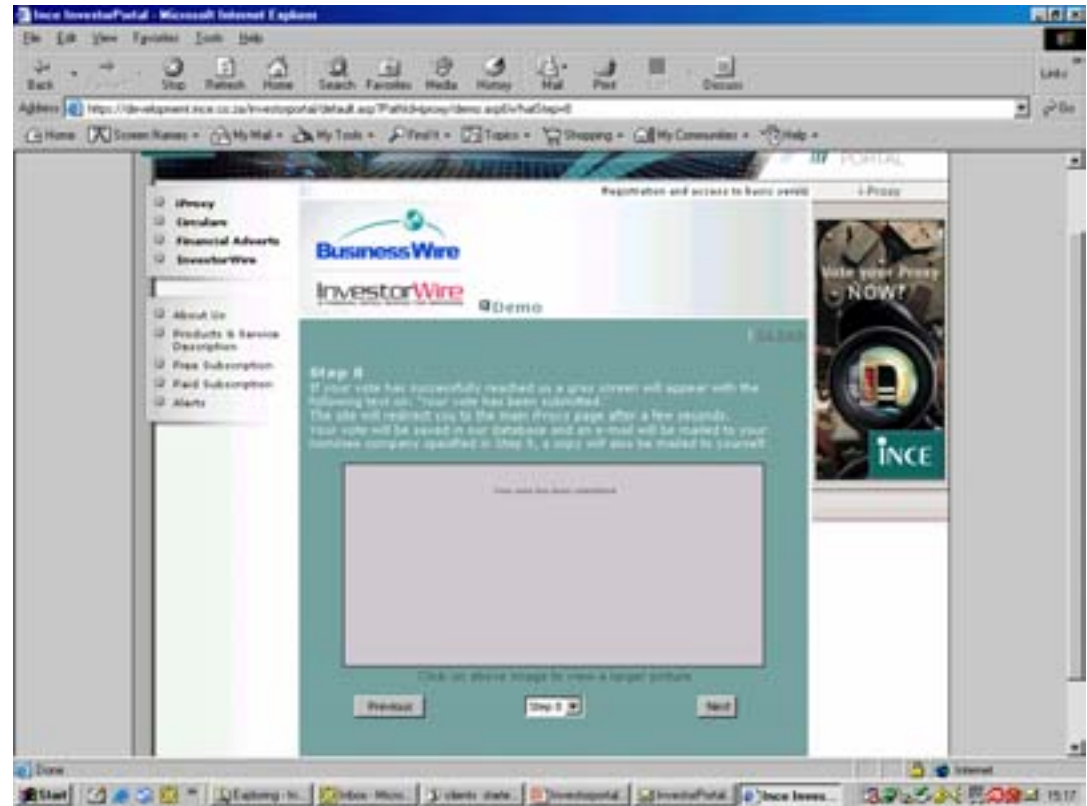
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Step 8 - continued

When you have submitted your completed electronic proxy form, the system will automatically inform you that your decisions have been submitted successfully.

If you allocated more shares than you officially have, the system would have given you a notification to correct your allocation pertaining to a certain resolution.

If you manually captured your total shareholder, which determines your voting power base, the by you manually captured shareholding quantity will be verified. Do not use this field in a fraudulent manner.

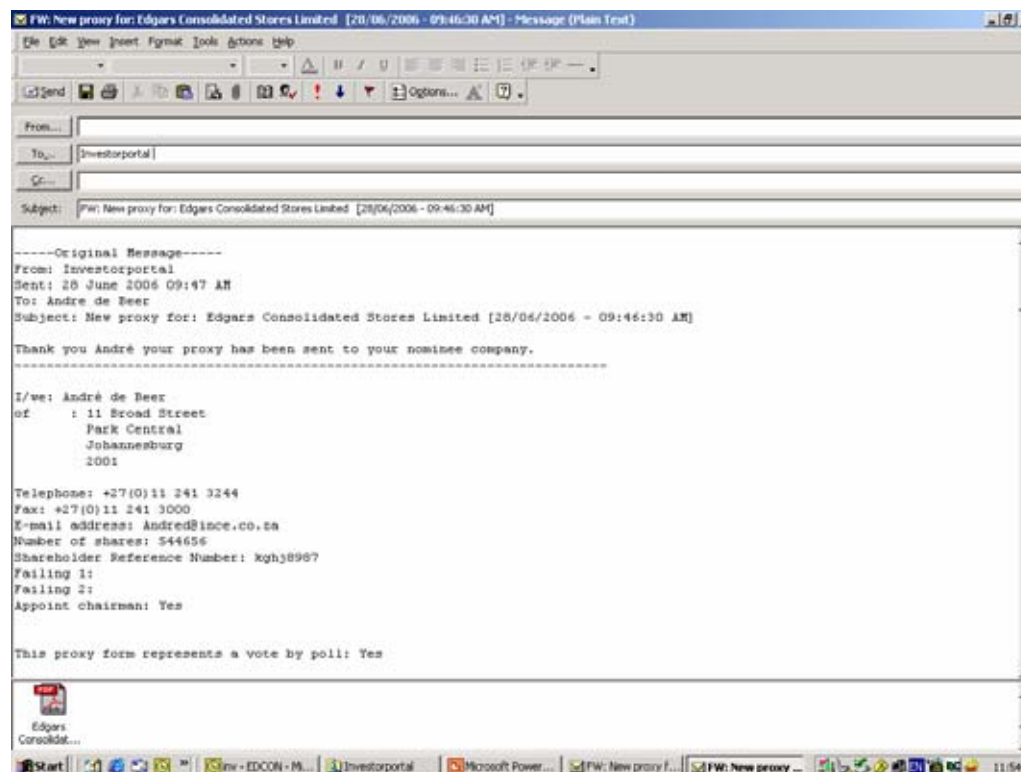


When selecting **the last step - “Step 9”**,
You will receive a confirmation
of your selections on the
electronic proxy form
for your record keeping.

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Your nominee company will
receive your electronic proxy form
in PDF format.
The PDF appears as an attachment.

The nominee company can then
complete their proxy form
and go through the same
electronic proxy voting process.
Your nominee company will send
their vote instructions/ decisions to
their relevant nominee or service
Company (CSDP,
Transfer Secretary,
Outsourced Share Management services).



***If you represent various and different shareholders (e.g. Asset Managers)
and you need to complete a number of proxy forms,
then you can go through the proxy form process multiple times.***

