



HOW TO GUIDE:

OPT-IN TO DIVIDENDS AS SHARES THROUGH THE INDUSTRY PORTAL

Capitalised terms used in this user guide have the meanings set out in the Zespri Dividends as Shares Scheme (DaS Scheme) Offer Document.

From 2025, under the DaS Scheme, shareholders will have the opportunity to receive their dividend payment as shares. The Offer Period will be open from 8am, 22 May 2025 until 5pm, 6 June 2025. You will not be able to Opt-In to the DaS Scheme outside of these times.

In order to Opt-In to DaS, you will need to access the Industry Portal through the Canopy website. This user guide provides instructions on how to achieve this.

We have separate user guides for opting out of DaS or amending your Participation Percentage.

If you need to reset your password for the Canopy, you can use the 'Forgot Password' function on the Canopy login homepage. Alternatively you can contact the Zespri Grower Service Centre on 0800 155 355 between 8am and 4pm, Monday to Friday or email contact.canopy@zespri.com.

HELP AND SUPPORT

If you need support with understanding anything in this user guide, please contact the Shares Team on 07 572 6402 or via email to shares@zespri.com.

It is important to ensure that if you are having issues accessing the Industry Portal that you get in contact with Zespri as soon as possible. We will not be able to assist with any amendments outside of the Opt-In and Opt-Out periods.

	Opens	Closes
Offer Period	8am 22 May 2025	5pm 6 June 2025
Opt-Out window	8am 19 June 2025	5pm 26 June 2025

LET'S GET STARTED

- 1. To start off the process, you will need to log into the Zespri Canopy website. The website address is https://canopy.zespri.com/
- 2. Once you have logged into the Zespri Canopy website, below the 'Welcome to Canopy' image, you will see 'My Quicklinks'. Click on this and then select 'Industry Portal'.



Note: The Industry Portal is a separate site from the Canopy website, but it is accessible to you under your Canopy login. You will be automatically redirected once you click on the 'Industry Portal' button. Once you're in the Industry Portal website, the below homepage should be displayed.

DAS OPT-IN

1. On the Industry Portal homepage, you will see several icons to choose from, including the Dividends as Shares Opt-In. Click the icon.

Zespri						CONTACT US	John Kiwifruit
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			REGISTRATIONS	REPORTS	MY BANK ACCOUNT		
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2. Once you have selected the Dividends as Shares Opt-In icon, a pop-up box with links to the Offer Document and Product Disclosure Statement (PDS) will appear. Click on both the Offer Document and PDS to open and read (the offer document will open in a separate tab however the Industry Portal will still be open on the existing webpage), then click next.

Dividends as Shares Opt-In

This is an Opt-In Form for the Zespri Dividends as Shares Scheme (DaS Scheme).

Full details of the DaS Scheme are available in the DaS Scheme Offer Document (**Offer Document**) available <u>here</u> and Zespri's Product Disclosure Statement in respect of an offer of Shares (**PDS**) available <u>here</u>.

Do not submit this form unless you have read and understood the Offer Document and PDS.

Capitalised terms used in this form are defined in the Offer Document.



3. A box will appear with participant details, where you can open the drop-down menu and choose from a list of eligible entities (shareholders) that you are associated with and have Industry Portal access for. Please note that if you have a number of entities, it may take a few seconds for the list to load, so please don't refresh or navigate away from the page.

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4. Once you have selected the entity you would like to Opt-In, further details will appear including the full legal name of the entity, contact details, shareholder number, and Participation Percentage.



5. Select your opt-in Participation Percentage of 25%, 50%, 75% or 100%. Your Participation Percentage is the percentage of shares you choose to opt-in to the DaS Scheme. The dividends due in respect of the selected percentage of shares will be used to purchase Zespri shares. If you are opting in for a percentage less than 100%, the remainder of your dividend will be paid to you in cash into the bank account that is registered with Computershare.

Dividends as Shares	Opt-In ×
If at any stage in the application you need a (for example the Shareholder Number), you contact Zespri on 0800 155 355 or email <u>co</u> 1. Participant details Name	essistance or the data displayed is incorrect can cancel the application process and <u>ontact.canopy@zespri.com</u> .
Kiwifruit Trust 🔹	
Participant full legal name(s) John Kiwifruit as trustees of Kiwifruit Trust	Address 123 Kiwifruit Lane Te Puke 1234 New Zealand
Shareholder Number 1234567	Share Ratio 1.55 : 1
2. Participation Percentage Please select the percentage of Shares that Scheme (Participating Shares) by selecting	t you would like to Opt-In to the DaS 3 a percentage.
0 25% 0 50% 0 75% 0	100%

6. Using the drop-down menu, choose the best contact person to receive the DaS Opt-In confirmation. Additional contact details for the contact person will appear. You can change the email address for the DaS Opt-In confirmation by removing the email address listed and replacing this with the new email address. If the address, mobile phone or email details shown are not correct, please call the Zespri Grower Service Centre on 0800 155 355.

Choose the contact person				
John Kiwifruit 🔹				
Address 123 Kiwifruit Lane Te Puke 1234				
Mobile phone 027 123 4567	Email address john@kiwifruitcompany.co.nz			
If you wish to receive your Opt-In confirmation at another email address please enter it below. All other DaS Scheme communications will be sent to the email address for the primary contact we hold in our database which can be updated via the Industry Portal or by contacting Zespri.				
john@kiwifruitcompany.co.nz				

7. Review the DaS Opt-In terms and conditions and agree to these by clicking the tick box, before clicking the submit button. If you click cancel, your request will not be saved.

I agree to the above terms and conditions.				
SUBMIT	CANCEL			
Note: Your request will not be saved if you click on the cancel button.				

8. A confirmation window will appear, and you will receive a confirmation email to the email address you nominated for the Opt-In. If you do not receive a confirmation email within 15 minutes, please contact Zespri.

