



corporate travel management

Dear Shareholder

On behalf of the Board I am pleased to invite you to attend the Corporate Travel Management Ltd 2015 Annual General Meeting (AGM) to be held on Tuesday 27th October 2015 in the Adelaide Room, Sofitel Sydney Wentworth, 61-101 Phillip Street, Sydney, New South Wales 2000.

The meeting is scheduled to start at 11:00am (Sydney time). Registration is from 10:00am.

Your documentation includes the Notice of Meeting and Explanatory Memorandum and a personalised Shareholder Voting Form.

If you are attending the meeting, please bring your Shareholder Voting Form with you, as it will make registration easier.

Shareholders who will not be attending the meeting can lodge their proxy vote by mail using the reply paid envelope provided, voting online at www.linkmarketservices.com.au or by faxing the form to the Share Registry, Link Market Services Limited, on (02) 9287 0309.

Your proxy vote must be received at the share registry office no later than 11:00am (Sydney time) on Sunday 25th October 2015, to be valid.

At the conclusion of the meeting, I invite you to join the Corporate Travel Management Board and the Senior Leadership team for afternoon tea.

Yours sincerely,

Tony Bellas
Chairman

If you have any questions regarding the meeting, please phone our share registry, Link Market Services Limited on 1300 554 474.

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