

Dear Shareholder,

NOTICE OF EXTRAORDINARY GENERAL MEETING

Notice is hereby given that an Extraordinary General Meeting (EGM) of Comms Group Limited will be held as a virtual EGM commencing at 11am (AEDT) on Monday 25 January 2021.

In accordance with subsection 5(1)(f) of the Corporations (Coronavirus Economic Response) Determination (No.1) 2020 made by the Commonwealth Treasurer on 5 May 2020, the Company will not be dispatching physical copies of the Notice. Instead the Notice of Meeting and accompanying explanatory statement (Meeting Materials) are being made available to shareholders electronically.

You can access the Meeting Materials online at the Company's website <https://www.commschoice.com/about/investors> or at the share registry's website www.InvestorServe.com.au by logging in and selecting Company Announcements from the main menu.

A complete copy of the Meeting Materials has been posted to the ASX Market announcements page (ASX code CCG).

If you have provided an email address and have elected to receive electronic communications from the Company, you will receive an email to your nominated email address with a link to an electronic copy of the Meeting materials and the proxy form.

If you would like to receive electronic communications from the Company in the future, please update your communication elections online at www.InvestorServe.com.au. If you have not yet registered, you will need your shareholder information including SRN/HIN details.

If you are unable to access the Meeting Materials online please contact our share registry Boardroom Pty Limited on enquiries@boardroomlimited.com.au or 1300 737 760 (within Australia) or +61 2 9290 9600 (Outside Australia) between 8:30am and 5:30pm (AEDT) Monday to Friday, to arrange a copy.

Attendance at the EGM

The meeting is to be held as a virtual EGM and shareholders can only attend online.

Questions to the Board

You are encouraged to direct questions to the Board by email at engage@Commsgroup.com so that they are received not later than 5.00pm Friday 22nd January 2021. Please use the email subject "2020 EGM Question."

At the EGM, the Chairman will allow a reasonable opportunity for questions from Shareholders and all questions asked will be answered.

Voting by proxy on resolutions

As a result of the potential health risks and the Governments restrictions in response to the COVID-19 pandemic, the Company encourages all shareholders to lodge a directed proxy form prior to the meeting.

To vote online, visit <https://www.votingonline.com.au/ccgegm2021>, and enter your Postcode OR Country of Residence (if outside Australia), and enter your Voting Access Code (VAC).

Attendance and Online Voting Procedures during the EGM:

Shareholders who wish to participate in the EGM online may do so:

- a. From their computer, by entering the URL into their browser:
meeting ID - <https://web.lumiagm.com/383924012>
- b. From their mobile device by either entering the URL in their browser:
meeting ID - <https://web.lumiagm.com/383924012>
or by using the Lumi EGM app, which is available by downloading the app from the Apple App Store or Google Play Store.

If you choose to participate in the EGM online or through the app, you can log in to the meeting by entering:

1. Your username, which is your Voting Access Code (VAC), which can be located on the first page of your proxy form or Notice of Meeting email.
2. Your password, which is the postcode registered to your holding if you are an Australian shareholder. Overseas shareholders should refer to the user guide for their password details.
3. If you have been nominated as a third party proxy, please contact Boardroom on 1300 737 760.

Attending the meeting online enables shareholders to view the EGM live and to also ask questions and cast direct votes at the appropriate times whilst the meeting is in progress.

More information regarding participating in the EGM online can be found by visiting <https://www.commschoice.com/about/investors>

All resolutions will be voted on by way of a Poll.

Yours sincerely,

Andrew Metcalfe
Company Secretary