



11 March 2015

Companies Announcement Office
Australian Securities Exchange
20 Bridge Street
SYDNEY NSW 2000

Dear Sir/Madam

Pursuant to ASX Listing Rule 3.17.1 attached is a copy of correspondence sent to certain Shareholders today.

Yours faithfully

Andrew Finch
Company Secretary



Qantas Airways Limited ABN 16 009 661 901
10 Bourke Road Mascot NSW 2020 Australia
Telephone +61 2 9691 3636

qantas.com



Qantas Airways Limited
ABN 16 009 661 901
Qantas Share Registry
Level 12, 680 George Street, Sydney NSW 2000
Locked Bag A14, Sydney South NSW 1235
Telephone: +61 1800 177 747 (Toll free within Australia)
Facsimile: +61 2 9287 0303
Website: www.qantas.com



SRN/HIN:

**Number of Shares held as at
the Record Date, 7:00pm (AEDT)
on 9 March 2015**

**THIS LETTER CONTAINS IMPORTANT INFORMATION ABOUT YOUR QANTAS AIRWAYS LIMITED
SHAREHOLDING AND REQUIRES YOUR IMMEDIATE ATTENTION**

UNLESS YOU PROMPTLY TAKE THE STEPS DESCRIBED IN THIS LETTER TO RETAIN YOUR SHARES,
YOUR SHARES MAY BE SOLD AND THE PROCEEDS SENT TO YOU

Dear Shareholder

I am writing to advise you that Qantas Airways Limited (Qantas) is implementing a share sale facility for holders of shares with an aggregate market value of less than \$500 (an **Unmarketable Parcel**).

Qantas is offering this facility as it provides the following benefits:

- a holder of an Unmarketable Parcel has the opportunity to sell their shares without incurring brokerage costs which, in proportion to their holding, may otherwise render a sale unattractive or uneconomical; and
- significant cost savings for Qantas in removing the expense of maintaining shareholders with Unmarketable Parcels.

This letter is being provided to any shareholder whose registered address is in Australia or New Zealand and who, at 7:00pm (AEDT) on 9 March 2015 (**Record Date**), was a holder of an Unmarketable Parcel.

Our records indicate that you were the holder of an Unmarketable Parcel as at the Record Date and accordingly your shareholding is eligible for this facility. In accordance with the provisions of Qantas' Constitution and the ASX Listing Rules, Qantas is required to notify each shareholder who holds an Unmarketable Parcel that it intends to sell their Unmarketable Parcel unless they return the attached Retention Slip by 5:00pm (AEST) on 22 April 2015 (**Closing Date**).

To sell your shareholding you do not need to take any action

If you do not take any action, and on the Closing Date you continue to hold an Unmarketable Parcel, your shares will be sold on your behalf as soon as practicable after 24 April 2015.

You do not need to appoint a broker or pay any brokerage and handling costs associated with the sale of shares under the facility. Any tax consequences from the sale of your shares will however be your responsibility.

The proceeds of the sale of your shares will be remitted to you on or around 8 May 2015 using the payment method recorded with the Qantas registry manager for your Qantas shareholding.

To retain your shares you must take action

If you wish to retain your existing holding of shares, then you must either:

- return the attached Retention Slip so that it is received by the Qantas registry manager, Link Market Services Limited (**Link**) by 5:00pm (AEST) on 22 April 2015; or
- make your own arrangements to purchase additional shares which must be registered in the same holding as your Unmarketable Parcel by 7:00pm (AEST) on 22 April 2015; or
- if you hold shares in multiple holdings which in aggregate constitute a Marketable Parcel, arrange to have those holdings merged into one holding so that this is reflected on the share register at 7:00pm (AEST) on 22 April 2015.

See Additional Information overleaf.

If you are in doubt, or if you require information regarding possible taxation implications from participation in the facility, please consult your legal, financial or taxation advisor.

Yours sincerely

Andrew Finch
Company Secretary

RETENTION SLIP

If you wish to retain your shareholding in Qantas you must detach this retention slip and return it to Qantas' Registry, so that it is received no later than 5:00pm (AEST) on 22 April 2015.

The slip can be returned using any of the methods set out on the reverse of this slip.

SRN/HIN:



DO NOT SELL MY SHARES

QAN RSS001



MORE INFORMATION ON THE FACILITY

Additional Information

This facility is established and operated in accordance with the Constitution of Qantas Airways Limited ABN 16 009 661 901 (Qantas), the ASX Listing Rules, the *Corporations Act 2001* (Cth) and ASIC Class Order CO 08/10.

The market price of Qantas shares is subject to change from time to time. Up to date information on the market price of Qantas shares can be obtained from a share broker or by visiting the website of the ASX at www.asx.com.au.

If a member is registered for more than one holding of shares where each such holding that constitutes an Unmarketable Parcel, Qantas may treat the member as a separate member for each of those parcels so that this facility operates as if each holding is held by different persons.

Qantas may, before a sale is effected under the facility, revoke a notice given or suspend or terminate the operation of this facility, either generally or in specific cases. Qantas reserves the right to change any of the dates referred to in this letter by notice to the ASX.

For the purpose of giving effect to a sale of shares under this facility, Qantas, as agent for a member who holds an Unmarketable Parcel, has all the powers necessary and appropriate to effect the sale and transfer of the Unmarketable Parcel, including power to execute all necessary and incidental documents and power to move the Unmarketable Parcel from a CHESS holding to an issuer sponsored or certificated holding.

Where an Unmarketable Parcel is held by joint holders, any notice given to members by Qantas in respect of an Unmarketable Parcel is to be given in accordance with clause 13.1 of the Constitution. The proceeds remitted from the sale under this facility shall be in favour of all joint holders.

Frequently Asked Questions

1. When will my shares be sold?

It is intended that any shares sold under the facility will be sold as soon as practicable after 24 April 2015.

2. What is an unmarketable parcel of shares?

A parcel of shares valued at less than \$500 at the Closing Date. If the value of your holding is \$500 or greater based on the closing price of Qantas shares on the ASX on the Closing Date, your shares will not be sold under this facility.

3. What price will I receive for shares sold under the facility?

All shares to be sold under this facility will be aggregated and sold pursuant to a single instruction. The price that you receive for your shares under the facility will be the average price of all Qantas shares sold through the facility. This price will depend on a number of factors, including market conditions at the time, and you will not have control over the time at which your shares are sold. The price you receive may be different from the price appearing in the newspaper or quoted by ASX on any day, and may not be the best price on the day that your shares are sold.

4. When will the proceeds from the sale of shares be sent to me?

Payment will be remitted to you on or around 8 May 2015 using the payment method recorded with the Qantas registry manager for your Qantas shareholding.

5. If I buy more shares, will I retain my holding?

Yes, if you purchase sufficient additional shares to ensure you no longer hold an Unmarketable Parcel and which are registered in the same holding as your Unmarketable Parcel by 7:00pm (AEST) on 22 April 2015.

6. Where can I get further information?

If you require further information, please contact the Qantas Airways Limited Information Line on 1800 177 747 (toll free within Australia) or +61 1800 177 747 (from outside Australia) between 8:30am and 5:30pm (Sydney time) Monday to Friday.

7. Important notes

Qantas reserves the right to change any of the dates referred to in this letter by notice to the ASX.

This letter does not constitute advice nor a recommendation to buy, sell or hold shares nor that the facility is the best way to sell Qantas shares.

If you are in any doubt about what to do, you should consult your legal, financial or taxation adviser.

RETENTION SLIP

Mailing Address

Qantas Airways Limited
C/- Link Market Services Limited
Locked Bag A14
SYDNEY SOUTH NSW 1235

or

Hand Delivery

Qantas Airways Limited
C/- Link Market Services Limited
1A Homebush Bay Drive
RHODES NSW 2138 **(Do not use this address for mailing purposes)**

This form must be received by Qantas' Registry no later than 5:00pm (AEST) on 22 April 2015, or your Shares may be sold.