



## Announcement Summary

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**Entity name**

XERO LIMITED

**Announcement Type**

New announcement

**Date of this announcement**

Monday September 20, 2021

**The +securities to be quoted are:**

+Securities issued, transferred or re-classified as a result of options being exercised or other +convertible securities being converted

**Total number of +securities to be quoted**

ASX +security code	Security description	Number of +securities to be quoted	Issue date
XRO	ORDINARY FULLY PAID	61	14/09/2021
XRO	ORDINARY FULLY PAID	258	15/09/2021
XRO	ORDINARY FULLY PAID	13,334	16/09/2021
XRO	ORDINARY FULLY PAID	20,333	17/09/2021

Refer to next page for full details of the announcement



## Part 1 - Entity and announcement details

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### 1.1 Name of entity

XERO LIMITED

We (the entity named above) apply for +quotation of the following +securities and agree to the matters set out in Appendix 2A of the ASX Listing Rules.

### 1.2 Registered number type

ARBN

### Registration number

160661183

### 1.3 ASX issuer code

XRO

### 1.4 The announcement is

New announcement

### 1.5 Date of this announcement

20/9/2021



## Part 2 - Type of Issue

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### **2.1 The +securities to be quoted are:**

+Securities issued, transferred or re-classified as a result of options being exercised or other +convertible securities being converted

### **2.2 The +securities to be quoted are:**

Additional +securities in a class that is already quoted on ASX ("existing class")



Part 3B - number and type of +securities to be quoted (existing class) where issue has not previously been notified to ASX in an Appendix 3B

**Existing +securities converting into additional +securities in an existing class**

**FROM (Existing Class)**

**ASX +security code and description**

XROAK : RESTRICTED STOCK UNIT

**TO (Existing Class)**

**ASX +security code and description**

XRO : ORDINARY FULLY PAID

**Please state the number of options that were exercised or other +convertible securities that were converted**

61

**The first date the options were exercised or other +convertible securities were converted**

14/9/2021

**The last date the options were exercised or other +convertible securities were converted**

14/9/2021

**Is this all of the options or other +convertible securities on issue of that type (ie have all of those options now been exercised or have all of those convertible securities now been converted)?**

No

**The right of the holder of the options or other +convertible securities to receive the +underlying securities is being satisfied by:**

An issue of new +securities

**The underlying securities being received by the holder are:**

Intended to be, but are not yet, quoted by ASX

**Were the options being exercised or other +convertible securities being converted issued under an +employee incentive scheme?**

Yes

**Are any of the options being exercised or other +convertible securities being converted held by +key management personnel (KMP) or an +associate?**

No

**Issue date**

14/9/2021

**Will the +securities to be quoted rank equally in all respects from their issue date with the existing issued +securities in that class?**

Yes



## Issue details

**Number of +securities to be quoted**

61

**Are the +securities being issued for a cash consideration?** No**Please describe the consideration being provided for the +securities**

Shares issued on conversion of restricted stock units granted under an employee incentive scheme (for terms of the scheme see Xero's FY21 Annual Report accessible at Xero's website).

**Please provide an estimate (in AUD) of the value of the consideration being provided per +security for the +securities to be quoted**

147.080000

**Any other information the entity wishes to provide about the +securities to be quoted**

**Existing +securities converting into additional +securities in an existing class****FROM (Existing Class)****ASX +security code and description**

XROAK : RESTRICTED STOCK UNIT

**TO (Existing Class)****ASX +security code and description**

XRO : ORDINARY FULLY PAID

**Please state the number of options that were exercised or other +convertible securities that were converted**

258

**The first date the options were exercised or other +convertible securities were converted**

15/9/2021

**The last date the options were exercised or other +convertible securities were converted**

15/9/2021

**Is this all of the options or other +convertible securities on issue of that type (ie have all of those options now been exercised or have all of those convertible securities now been converted)?**

 No

**The right of the holder of the options or other +convertible securities to receive the +underlying securities is being satisfied by:**

 An issue of new +securities

**The underlying securities being received by the holder are:**

 Intended to be, but are not yet, quoted by ASX

**Were the options being exercised or other +convertible securities being converted issued under an +employee incentive scheme?**



Yes

**Are any of the options being exercised or other +convertible securities being converted held by +key management personnel (KMP) or an +associate?**

No

**Issue date**

15/9/2021

**Will the +securities to be quoted rank equally in all respects from their issue date with the existing issued +securities in that class?**

Yes

Issue details

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**Number of +securities to be quoted**

258

**Are the +securities being issued for a cash consideration?**

No

**Please describe the consideration being provided for the +securities**

Shares issued on conversion of restricted stock units granted under an employee incentive scheme (for terms of the scheme see Xero's FY21 Annual Report accessible at Xero's website).

**Please provide an estimate (in AUD) of the value of the consideration being provided per +security for the +securities to be quoted**

148.300000

**Any other information the entity wishes to provide about the +securities to be quoted**

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**Existing +securities converting into additional +securities in an existing class**

**FROM (Existing Class)**

**ASX +security code and description**

XROAI : OPTION EXPIRING VARIOUS DATES EX VARIOUS PRICES



**TO (Existing Class)**

**ASX +security code and description**

XRO : ORDINARY FULLY PAID

**Please state the number of options that were exercised or other +convertible securities that were converted**

13,334

**The first date the options were exercised or other +convertible securities were converted**

16/9/2021

**The last date the options were exercised or other +convertible securities were converted**

16/9/2021

**Is this all of the options or other +convertible securities on issue of that type (ie have all of those options now been exercised or have all of those convertible securities now been converted)?**

No

**The right of the holder of the options or other +convertible securities to receive the +underlying securities is being satisfied by:**

An issue of new +securities

**The underlying securities being received by the holder are:**

Intended to be, but are not yet, quoted by ASX

**Were the options being exercised or other +convertible securities being converted issued under an +employee incentive scheme?**

Yes

**Are any of the options being exercised or other +convertible securities being converted held by +key management personnel (KMP) or an +associate?**

No

**Issue date**

16/9/2021

**Will the +securities to be quoted rank equally in all respects from their issue date with the existing issued +securities in that class?**

Yes



## Issue details

**Number of +securities to be quoted**

13,334

**Are the +securities being issued for a cash consideration?** Yes**In what currency is the cash consideration being paid? What is the issue price per +security?**

AUD - Australian Dollar

AUD 34.00000000

**Any other information the entity wishes to provide about the +securities to be quoted****Existing +securities converting into additional +securities in an existing class****FROM (Existing Class)****ASX +security code and description**

XROAI : OPTION EXPIRING VARIOUS DATES EX VARIOUS PRICES

**TO (Existing Class)****ASX +security code and description**

XRO : ORDINARY FULLY PAID

**Please state the number of options that were exercised or other +convertible securities that were converted**

20,333

**The first date the options were exercised or other +convertible securities were converted**

17/9/2021

**The last date the options were exercised or other +convertible securities were converted**

17/9/2021

**Is this all of the options or other +convertible securities on issue of that type (ie have all of those options now been exercised or have all of those convertible securities now been converted)?**

 No

**The right of the holder of the options or other +convertible securities to receive the +underlying securities is being satisfied by:**

 An issue of new +securities

**The underlying securities being received by the holder are:**

 Intended to be, but are not yet, quoted by ASX

**Were the options being exercised or other +convertible securities being converted issued under an +employee incentive scheme?**

 Yes

**Are any of the options being exercised or other +convertible securities being converted held by +key management personnel (KMP) or an +associate?**

 Yes





**Provide details of the KMP or +associates who are exercising options or converting convertible securities**

<b>Name of KMP</b>	<b>Name of registered holder</b>	<b>Number of options being exercised or other +convertible securities being converted</b>
<input type="text" value="Kirsty Godfrey-Billy"/>	<input type="text" value="Kirsty Godfrey-Billy"/>	20,333

**Issue date**

17/9/2021

**Will the +securities to be quoted rank equally in all respects from their issue date with the existing issued +securities in that class?**

Yes

Issue details

**Number of +securities to be quoted**

20,333

**Are the +securities being issued for a cash consideration?**

Yes

**In what currency is the cash consideration being paid?      What is the issue price per +security?**

AUD - Australian Dollar

AUD 34.00000000

**Any other information the entity wishes to provide about the +securities to be quoted**



Part 4 - Issued capital following quotation

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**Following the quotation of the +securities the subject of this application, the issued capital of the entity will comprise:**

**(A discrepancy in these figures compared to your own may be due to a matter of timing if there is more than one application for quotation/issuance currently with ASX for processing.)**

**4.1 Quoted +securities (total number of each +class of +securities quoted on ASX following the +quotation of the +securities subject of this application)**

<b>ASX +security code and description</b>	<b>Total number of +securities on issue</b>
XRO : ORDINARY FULLY PAID	148,594,761

**4.2 Unquoted +securities (total number of each +class of +securities issued but not quoted on ASX)**

<b>ASX +security code and description</b>	<b>Total number of +securities on issue</b>
XROAK : RESTRICTED STOCK UNIT	874,895
XROAI : OPTION EXPIRING VARIOUS DATES EX VARIOUS PRICES	1,827,750