



Announcement Summary

Entity name

XERO LIMITED

Announcement Type

New announcement

Date of this announcement

Monday January 31, 2022

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 | 17,114 | 28/01/2022 |
| XRO | ORDINARY FULLY PAID | 9,167 | 26/01/2022 |

Refer to next page for full details of the announcement



Part 1 - Entity and announcement details

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

31/1/2022



Part 2 - Type of Issue

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

2,114

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

28/1/2022

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

28/1/2022

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

28/1/2022

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

432

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

110.140000

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

Number of +securities to be quoted

1,682

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

104.690000

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

9,167

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

26/1/2022

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

26/1/2022

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

26/1/2022

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

9,167

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

15,000

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

28/1/2022

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

28/1/2022

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

28/1/2022

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

15,000

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?

NZD - New Zealand Dollar

NZD 32.48000000

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



Part 4 - Issued capital following quotation

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)

| ASX +security code and description | Total number of +securities on issue |
|---|---|
| XRO : ORDINARY FULLY PAID | 149,035,176 |

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

| ASX +security code and description | Total number of +securities on issue |
|---|---|
| XROAK : RESTRICTED STOCK UNIT | 897,041 |
| XROAI : OPTION EXPIRING VARIOUS DATES EX VARIOUS PRICES | 1,684,843 |