Announcement Summary

Entity name

XERO LIMITED

Announcement Type

New announcement

Date of this announcement

Monday November 22, 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	5,000	18/11/2021
XRO	ORDINARY FULLY PAID	4,030	19/11/2021
XRO	ORDINARY FULLY PAID	7,636	22/11/2021

Refer to next page for full details of the announcement

For personal use only

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

22/11/2021

For personal use only

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")

For personal use only

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

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	The first date the options were exercised or other +convertible securities were converted	The last date the options were exercised or other +convertible securities were converted
5,000	18/11/2021	18/11/2021

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

18/11/2021

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

For personal use only

Issue details

Number of +securities to be quoted

5,000

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?
AUD - Australian Dollar	AUD 48.33000000

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	The first date the options were exercised or other +convertible securities were converted	The last date the options were exercised or other +convertible securities were converted
4,030	19/11/2021	19/11/2021

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

For personal use only

For personal use only

Issue date

19/11/2021

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

3,243

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 83.04000000

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

Number of +securities to be quoted

787

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 48.33000000

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	The first date the options were exercised or other +convertible securities were converted	The last date the options were exercised or other +convertible securities were converted
7,636	22/11/2021	22/11/2021

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

22/11/2021

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

For personal use only

Issue details

Number of +securities to be quoted

4,213

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 48.33000000

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

Number of +securities to be quoted

1,757

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 1,757.00000000

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

Number of +securities to be quoted

1,666

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

For personal use only

For personal use only

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	148,723,944

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	845,066
XROAI : OPTION EXPIRING VARIOUS DATES EX VARIOUS PRICES	1,783,844

For personal use only