

# CHAIRMAN'S LETTER TO SHAREHOLDERS

---

18 March 2011

Dear Shareholder,

On behalf of the Board, I am pleased to invite you to attend the 2011 Annual General Meeting (AGM) of Caltex Australia Limited (Caltex). In this mail pack for the AGM, you will receive:

- the Notice of Annual General Meeting and explanatory statement
- the 2010 Annual Review and the 2010 Annual Report (incorporating the 2010 Financial Report), if you have elected to receive a printed copy
- a proxy form, and
- a reply paid envelope for lodging your proxy form and/or sending any written questions to Caltex before the AGM.

Interactive, online versions of the 2010 Annual Review and the 2010 Annual Report (incorporating the 2010 Financial Report) are now available from our website ([www.caltex.com.au](http://www.caltex.com.au)).

## AGM

The AGM will be held at 10.00am on Thursday, 21 April 2011 at the Wesley Conference Centre, 220 Pitt Street, Sydney, New South Wales, Australia. You are invited to join the Board for morning tea after the meeting.

## BUSINESS OF THE AGM

The business of the AGM is set out in the Notice of Annual General Meeting. The Notice of Annual General Meeting and explanatory statement contain important information in relation to the matters to go before shareholders at the meeting.

## ATTENDANCE

If you are attending the AGM, please bring this letter with you on the day to assist us in registering your attendance for the meeting. The registration desk will be open from 9.00am.

If you are not able to attend the AGM, you may wish to appoint a proxy to attend and vote at the meeting on your behalf. Please refer to the Notice of Annual General Meeting and proxy form in relation to appointing a proxy. You also have the option to appoint a proxy online (at [www.investorvote.com.au](http://www.investorvote.com.au)).

You can watch and listen to the business of the meeting via a webcast. Please note that viewing the webcast does not count as attendance at the AGM and you will not be able to submit a vote or ask questions via the webcast. For further information about the webcast, please visit the Caltex website ([www.caltex.com.au](http://www.caltex.com.au)).

## SHAREHOLDER QUESTIONS

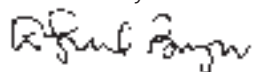
Shareholders attending the AGM will be able to ask questions at the meeting. If you have an issue or question that you would like discussed at the meeting, or you would like to submit a written question to KPMG (our external auditor) before the meeting, please send your issue or question to Caltex:

- in the reply paid envelope (which is included in the AGM material)
- by mail to:  
Caltex Australia Limited  
c/- Computershare Investor Services Pty Limited  
GPO Box 242  
Melbourne VIC 3001 Australia
- by delivery to:  
Caltex Australia Limited  
c/- Computershare Investor Services Pty Limited  
Level 4, 60 Carrington Street  
Sydney NSW 2000 Australia
- by mail or delivery to:  
The Company Secretary  
Caltex Australia Limited  
Level 24, 2 Market Street  
Sydney NSW 2000 Australia
- by facsimile to:  
within Australia: 1800 783 447 or (02) 9250 5018  
outside Australia: +61 3 9473 2555 or +61 2 9250 5018
- by email to:  
[secretariat@caltex.com.au](mailto:secretariat@caltex.com.au)

Written shareholder issues and questions submitted before the AGM must be received by 5.00pm (Sydney time) on Thursday, 14 April 2011.

I look forward to your attendance at the AGM.

Yours sincerely



Elizabeth Bryan  
Chairman