

## REGISTRATION PROCESS FOR VIRTUAL AGM PROCEEDINGS (3 level security)

### Important information

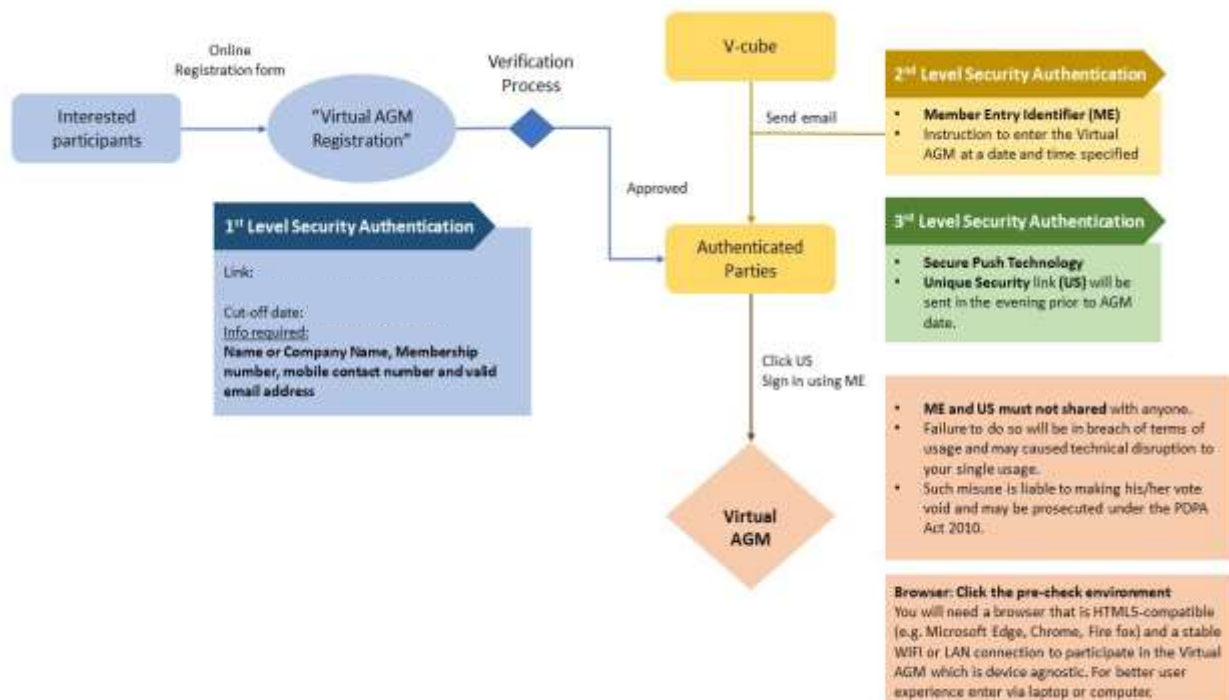
1. Shareholders and vested parties who wish to attend the Virtual AGM are required to register at <https://XXX> ("Virtual AGM Registration") by cut-off date XXX to enable the Company to verify your status. *(1st level security authentication)* **The Virtual AGM is set for XXX.**
2. Please provide your Name or Company Name, Membership number, mobile contact number and a valid email address in order to be verified to gain admission to the Virtual AGM.
3. Following the verification, authenticated parties will receive an email from us containing your **Member Entry ID (ME)** *(2nd level security authentication)* and instructions to be used to enter the Virtual AGM at the date and time specified. Do not worry about missing the AGM as we employ the latest **Secure Push Technology** and curated your very own **Unique Security Link (US)** which will be sent to you in the evening prior to the AGM date. *(3rd level security authentication)* Please check your inbox or spam-box on the night before AGM.
4. The **ME** ID sent earlier is your verified Login ID to sign into the Virtual AGM.
5. You must not forward ME or US to any other persons. This will in breach of terms of usage. This is also to avoid any technical disruptions to your personalized usage. Such miss usage is liable to making your vote void and you may be prosecuted under the PDPA Act 2010. The link is trackable and will be erased after the AGM has concluded.
6. Vested parties who register by the cut-off date but do not receive an email response by XXX may contact us for assistance at XXX;
7. **Browser:** You will need a browser that is HTML5-compatible (e.g. Microsoft Edge, Chrome, Fire fox) and a stable WIFI or LAN connection to participate in the Virtual AGM which is device agnostic.

A **pre environment test** is attached with the US link. For best user experience you are strongly advice to join via a laptop or computer to engage fully in the proceedings and interactively download important information presented during the AGM.

*Have an awesome Virtual AGM powered by Vcube.*

## Important Notes

- We will **verify your information** submitted to ensure your qualification to attend the Virtual AGM.
- After you have been verified by the company, **you will receive an email from us containing your Member Entry ID (ME)** for the purpose of entering the Virtual AGM at the specified date.
- Your **Unique Security Link (US)** will be sent on the night before AGM. All you have to do is to click on it and enter your **ME ID** to attend the Virtual AGM on event day.
- Your mobile number is required to enable the company to send you a **complimentary gift** for attending the Virtual AGM. The gift may be in the form of **Grabgifts or T&G credits**.
- For better engagement and communication feel free to send your questions ahead of the meeting. You may send it to [XXX](#) by XXX. All substantial and relevant questions will be responded to prior to, or at, the AGM. **Relevant questions submitted and responded** earlier by the Board will be documented and **downloadable during the AGM** for equal sharing to all AGM attendees.
- A communication box channel will be enabled prior to the tabling of each Resolution before voting. This is to enable you to communicate and post your question which will be vetted for relevancy before being responded by the Chairman or Board.
- All Virtual AGM and user data analytics are recorded for compliance.





## **START REGISTRATION:**

<https://XXX>

### **Post-registration Notes:**

1. If you do not receive an email acknowledgement after your registration, it means your pre-registration is not successful. Please check your spam/junk email folder or try again.
2. Please contact our Company at <XXXX>, or alternatively at XXX if you have any urgent questions.

We would like to thank all parties for your understanding and co-operation in conducting the Virtual AGM amidst the COVID-19 pandemic. Stay Safe.

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**Note: E-voting procedures will be explained in a separate note.**

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