



LAGENDA PROPERTIES BERHAD

Registration No: 200101000008 (535763-A)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR SHAREHOLDERS

General Meeting	:	Extraordinary General Meeting (“EGM”)
Date	:	Wednesday, 28 June 2023
Time	:	12.00 p.m. or immediately following the conclusion or adjournment of the 22 nd Annual General Meeting scheduled to be held on the same day at 10.30 a.m.
Remote Participation and Voting Facilities	:	https://web.vote2u.my (Domain Registration No. with MYNIC: D6A471702)

We strongly encourage our shareholders whose names appear on the Record of Depositors as at 19 June 2023 and holders of proxy for those shareholders to participate in the virtual EGM and vote remotely at this EGM. In line with Practice 13.3 of the Malaysian Code on Corporate Governance 2021, this virtual EGM will facilitate greater shareholder’s participation (including posting questions to the Board of Directors and/or Management of the Company) and vote at the EGM without being physically present at the venue. For shareholders who are unable to participate in this virtual EGM, you may appoint a proxy(ies) or the Chairman of the Meeting as your proxy to attend and vote on your behalf at the EGM.

Kindly note that the quality of the live streaming is highly dependent on the bandwidth and stability of the internet connection of the participants (shareholders and proxies). Hence, you are to ensure that internet connectivity throughout the duration of the meeting is maintained while using RPV Facilities provided by Agmo Digital Solutions Sdn Bhd (“AGMO”) via its **Vote2U Online** website at <https://web.vote2u.my>

PROCEDURES TO PARTICIPATE IN RPV

Please follow the Procedure to Participate in RPV as summarized below:

<BEFORE EGM DAY>

A: REGISTRATION		
No.	Description	Procedure
1.	Shareholders to register with Vote2U online ➤ Individual Shareholders	The registration will open from the date of notice: <ol style="list-style-type: none"> Access website at https://web.vote2u.my. Click "Sign Up" to sign up as a user. Read the 'Privacy Policy' and 'Terms & Conditions' and indicate your acceptance of the 'Privacy Policy' and 'Terms & Conditions' on a small box <input type="checkbox"/>. Then click "Next". *Fill-in your details (note: create your own password). Then click "Continue". Upload softcopy of your identification card (MYKAD) (front only) (for Malaysian) or Passport (for non-Malaysian). Click "Submit" to complete the registration. Your registration will be verified and an email notification will be sent to you. Please check your email. <p><u>Note:</u> If you have registered as a user with Vote2U Online previously, you are not required to register again.</p> <p>*Check your email address is keyed in correctly. *Remember the password you have keyed-in.</p>

B: REGISTRATION OF PROXY		
No.	Description	Procedure
1.	Submit Form of Proxy (hardcopy) ➤ Individual Shareholders ➤ Corporate Shareholders ➤ Authorised Nominee ➤ Exempt Authorised Nominee	<ol style="list-style-type: none"> *Fill-in details on the hardcopy Form of Proxy and ensure to provide the following information: <ul style="list-style-type: none"> ○ MYKAD (for Malaysian) / Passport (for non-Malaysian) number of the Proxy ○ *Email address of the Proxy Submit/Deposit the hardcopy Form of Proxy to Level 4, No. 131, Persiaran PM2/1, Pusat Bandar Seri Manjung Seksyen 2, 32040 Seri Manjung, Perak Darul Ridzuan. <p><u>Note:</u> After verification, an email notification will be sent to the Proxy and will be given a temporary password. The Proxy could use the temporary password to log in to Vote2U.</p> <p>*Check the email address of Proxy is written down correctly.</p>

<ON EGM DAY>

- a. Log in to <https://web.vote2u.my> with your registered email address and password. For proxy(ies) and corporate representative, log in with the temporary credentials provided in the email which you have received from Vote2u.
- b. Vote2u will be opened for log in one (1) hour before the commencement of the general meeting you are attending.
- c. When you are logged in, select the general meeting event you are attending. On the main page, you are able to access the following:

No.	Description	Procedure
1.	Live Streaming	a. Select " Watch Live " button to view the live streaming
2.	Ask Question (real-time)	a. Click " Ask Question " button to post question(s). b. Type in your question and click " Submit ". <i>Note: The Chairman / Board of Directors will endeavour to respond to questions submitted by remote shareholders and proxies and corporate shareholders during the EGM.</i>
3.	Remote Voting	a. On the main page, scroll down and click " Confirm Details & Start Voting ". b. To vote, select your voting choice from the options provided. A confirmation screen will appear to show your selected vote. Click " Next " to continue voting for all resolutions. c. To change your vote, click " Back " and select another voting choice. d. After you have completed voting, a Voting Summary page appears to show all the resolutions with your voting choices. Click " Confirm " to submit your vote. <i>Note: Please note that you are <u>not able</u> to change your voting choices after you have confirmed and submitted your votes.</i>
4.	View Voting Results	a. On the main page, scroll down and select " View Voting Results ".
5.	End of RPV	a. Upon the announcement by the Chairman on the closure of the said meeting, the live streaming will end. b. You may log out from Vote2u.

ADDITIONAL INFORMATION

Voting Procedure

Pursuant to Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad, voting at the EGM will be conducted by poll. Poll administrator and Independent Scrutineers will be appointed to conduct the polling process and verify the results of the poll respectively.

No Door Gift, e-Voucher or Food Voucher

There will be no door gift or e-Voucher or food voucher at this EGM.

Enquiry

- a. For enquiries relating to EGM, please email your enquiries or contact our **Investor Relation** during office hours (9.00 a.m. to 6.00 p.m.) on Mondays to Fridays (except public holidays) as follows:

Telephone No.: 05-688 7179
Email: ir@legendaprops.com

- b. For enquiries relating to RPV facilities or issues encountered during registration, log in, connecting to the live streaming and online voting facilities, please contact Vote2u helpdesk during office hours (9.00 a.m. to 6.00 p.m.) on Mondays to Fridays (except public holidays) as follows:

Telephone No.: 03-7664 8520 / 03-7664 8521
Email: vote2u@agmostudio.com