

BUND CENTER INVESTMENT LTD

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## THIS LETTER TO SHAREHOLDERS REQUIRES YOUR IMMEDIATE ATTENTION

14 April 2020

Dear Shareholder

# ANNUAL GENERAL MEETING TO BE HELD AT 12.00 NOON ON 27 APRIL 2020 THE COVID-19 SITUATION

Reference is made to the letter to Shareholders of Bund Center Investment Ltd (the "Company") dated 6 April 2020 (the "6 April Letter to Shareholders") and to the Notice of Annual General Meeting dated 6 April 2020 in respect of the Annual General Meeting of the Company to be held on 27 April 2020 ("AGM").

On 7 April 2020 and 13 April 2020 respectively, the Government of Singapore enacted the COVID-19 (Temporary Measures) Act 2020 (the "Act") and the COVID-19 (Temporary Measures) (Alternative Arrangements For Meetings For Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 (the "Order"). Among other things, the Act and Order contain new legislative provisions aimed at providing legal certainty on the holding of meetings by companies. The relevant provisions concerning meetings are deemed to have come into operation retrospectively on 27 March 2020. Accordingly, compliance with the alternative arrangements prescribed under the Act and Order will be deemed to satisfy any requirements for convening, holding, conducting such meeting under the relevant written law or legal instrument. On 13 April 2020, the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation issued a joint statement providing Additional Guidance on the Conduct of General Meetings During Elevated Safe Distancing Period.

The COVID-19 (Temporary Measures) (Control Order) Regulations 2020 made on 7 April 2020 (the "Regulations") further prohibit individuals from leaving their ordinary place of residence unless specifically provided for; as well as obliges that the Company's premises are closed to entry by any individual.

As per the 6 April Letter to Shareholders, Shareholders are to vote on the Resolutions to be tabled at the AGM by appointing the Chairman of the AGM as your proxy. Proxy forms have been mailed out to Shareholders on 6 April 2020, and Shareholders should note that voting on the Resolutions to be tabled at the AGM can only be done by appointing the Chairman of the AGM as your proxy. Central Provident Fund ("CPF") and Supplementary Retirement Scheme ("SRS") investors are informed that if they wish to vote on the Resolutions to be tabled at the AGM, they should approach their respective CPF Agent or SRS Operator to submit their votes at least seven (7) working days before the AGM.

Any questions on matters related to the AGM may only be submitted to the Chairman of the AGM by electronic mail to <u>kimlye@bundcenter.com</u> no later than 12.00 noon on Friday, 24 April 2020, stating your question, your full name and whether you are a Shareholder or a Proxy or a Corporate Representative of a Corporate Shareholder. Any question without these identification details will not be entertained.

In view of the Act, Order and Regulations, the Company will arrange for a live webcast of its AGM. Shareholders may observe and/or listen to the proceedings of the entire AGM, through the live webcast, which will commence at 12.00 noon on 27 April 2020 ("AGM Webcast").

The Company would like to provide the following instructions for Shareholders to register for the AGM Webcast:

#### 1. REGISTRATION DEADLINE

If you would like to register to attend the AGM Webcast, you are required to complete and submit the pre-registration form online BEFORE 12.00 noon on 24 April 2020 ("Registration Deadline"), to enable the Company's Share Registrar, B.A.C.S Private Limited to verify your status ("Verification").

#### 2. ACCESSING THE ONLINE PRE-REGISTRATION FORM

You can access the online registration at <u>https://www.bigbangdesign.co/bund-center\_webcast\_registration.html</u>, which will be operational from 16 April 2020 onwards.

#### 3. GUIDANCE FOR COMPLETING THE FORM

#### 3(i) For Individual Shareholders

To attend the AGM Webcast, the following persons shall complete the section in the form titled "Individual Shareholders" and provide all the information required therein:

- Individual persons with shares entered against their name in the Depository Register;
- Individual persons with shares registered in their name in the Register of Members; and
- CPF and SRS Investors, being individuals who have used their CPF and SRS respectively to purchase shares,

(collectively, the "Individual Shareholders").

#### *3(ii)* For Corporations

Corporations who wish to attend the AGM Webcast must authorise its corporate representative by way of certificate of appointment of corporate representative. The authorized corporate representative must then complete the section in the form titled "Corporate Shareholders" and provide all the information required therein.

#### *3(iii)* For Relevant Intermediaries

Relevant Intermediaries as defined in Section 181 of the Singapore's Companies Act (Chapter 50) shall provide to the Company a list of attendees ("Attendees"), together with the following information:

- (a) Name of Attendee;
- (b) NRIC number / Passport number / Company registration number;
- (c) Email address; and
- (d) The interests held in the Company by each Attendee.

Relevant Intermediaries shall also inform all Attendees to complete the section in the form titled "Attendees" and provide all the information required therein.

### 3(iv) For Investors (other than CPF and SRS Investors) who hold Shares through Relevant Intermediaries

Investors who hold Shares through Relevant Intermediaries should inform their respective Relevant Intermediary if they wish to attend the AGM Webcast and complete the section in the form titled "Attendees" and provide all the information required therein.

After the Verification process, authenticated Shareholders who have completed and submitted the form will receive an email notification with a unique link from the Company before the end-of-the-day on 26 April 2020 on how they can access the AGM Webcast.

Shareholders who registered by the Registration Deadline but did not receive an email response before the end-of-the-day on 26 April 2020 may email to <u>kimlye@bundcenter.com</u>.

Shareholders may attend the AGM Webcast via your smart phones, tablets or computers.

Shareholders who wish to attend the AGM Webcast are reminded that the AGM is private. Invitations to attend the AGM Webcast shall not be forwarded to anyone who is not a Shareholder of the Company or who is not authorized to attend the AGM. Recording of the AGM Webcast in whatever form is also strictly prohibited.

The Company asks for Shareholders' indulgence as the AGM Webcast progresses in the event of any technical disruptions.

Once again, the Company recognizes the unprecedented measures taken by it in light of the COVID-19 outbreak, and seek all Shareholders' understanding. The Company will continue to monitor developments and may take any further measures as recommended by the relevant authorities. Shareholders are thus advised to continually look out for any announcements that the Company releases regarding the AGM.

Thank you.

By Order of the Board BUND CENTER INVESTMENT LTD

Frankle (Djafar) Widjaja Chairman and Chief Executive Officer