



**CDL HOSPITALITY TRUSTS**

A stapled group comprising:

**CDL HOSPITALITY REAL ESTATE INVESTMENT TRUST**

(a real estate investment trust constituted on 8 June 2006 under the laws of the Republic of Singapore)

**CDL HOSPITALITY BUSINESS TRUST**

(a business trust constituted on 12 June 2006 under the laws of the Republic of Singapore)

**ARRANGEMENTS FOR THE ANNUAL GENERAL MEETINGS (“AGMs”) TO BE HELD ON 26 JUNE 2020 (IN FAQ FORMAT)**

<b>2020 AGMs ARRANGEMENTS (IN FAQ FORMAT)</b>	
<b>A</b>	<b>THE AGMs</b>
Q1	Why are M&C REIT Management Limited, as manager of CDL Hospitality Real Estate Investment Trust (“ <b>H-REIT</b> ”, and the manager of H-REIT, the “ <b>H-REIT Manager</b> ”), and M&C Business Trust Management Limited, as trustee-manager of CDL Hospitality Business Trust (“ <b>HBT</b> ”, and the trustee-manager of HBT, the “ <b>HBT Trustee-Manager</b> ”, and together with the H-REIT Manager, the “ <b>Managers</b> ”, and H-REIT and HBT together, “ <b>CDLHT</b> ”) convening the AGMs during the COVID-19 pandemic?
A1	The Managers have to continue to observe its statutory and regulatory obligations. They have however availed themselves of recent rules and measures that allows for delayed AGMs in view of the pandemic. The AGMs will now be convened and held by way of electronic means on Friday, 26 June 2020 at 9.30 a.m. (Singapore time). Please click on the hyperlink at URL: <a href="http://investor.cdlht.com/agm-egm.html">http://investor.cdlht.com/agm-egm.html</a> for full details.
Q2	Will there be a financial presentation scheduled for this AGMs?
A2	Yes, the financial presentation will be given, to be followed by a presentation of responses to substantial and relevant questions received from Stapled Security Holders, and the tabling at the AGMs the motion to adopt the 2019 financial statements.
<b>B</b>	<b>ATTENDANCE AT THE AGMs</b>
Q3	Are Stapled Security Holders able to attend the AGMs in person?
A3	No, Stapled Security Holders are not allowed to attend the AGMs in person, following the strict social distancing measures imposed by the Singapore Government (“ <b>Government</b> ”).
Q4	How can I participate in the AGMs if I am not allowed to attend in person?
A4	Stapled Security Holders who have pre-registered to observe and/or listen to the AGMs proceedings and have been authenticated following the Managers’ verification process, will be provided with a unique password to access a live audio-visual webcast or a toll-free telephone number for an audio only streaming of the AGMs proceedings. Please refer to the FAQ on “ <b>Accessing the live AGMs proceedings</b> ” below.
Q5	How can I ask questions about the Annual Report 2019 if I am not allowed to attend the AGMs in person?
A5	Stapled Security Holders can submit questions relating to the Annual Report 2019 to a dedicated email or mailing address in advance of the AGMs. Please refer to the FAQ on “ <b>Questions from Stapled Security Holders</b> ” below for more details.

Q6	What if the COVID-19 situation improves before the day of the AGMs? Will Stapled Security Holders be allowed to attend the AGMs in person at that point?
A6	Unfortunately, the Managers need to prepare for the AGMs logistics based on circumstances prevailing as at the latest practicable time before the issue of the Notice of AGMs. Hence, Stapled Security Holders will not be able to attend in person even if the situation improves by the AGMs date.
<b>C</b>	<b>QUESTIONS FROM STAPLED SECURITY HOLDERS</b>
Q7	I have questions on the Annual Report 2019. How can I communicate my questions?
A7	You can email your questions to <a href="mailto:agm2020@cdlht.com">agm2020@cdlht.com</a> or mail your questions to CDL Hospitality Trusts, 390 Havelock Road, #02-05 King's Centre, Singapore 169662. Your questions must reach us before 9.30 a.m. on Monday, 22 June 2020. We wish to highlight that the Managers will address only substantial and relevant questions, primarily relating to the Annual Report 2019 and the other AGMs agenda items set out in the Notice of AGMs.
Q8	Do I need to identify myself when posing questions (email or by mail) to the Managers?
A8	<p>Yes, please provide</p> <ul style="list-style-type: none"> <li>• your full name as it appears on your CDP/SRS records;</li> <li>• NRIC/Passport Number;</li> <li>• your address;</li> <li>• number of Stapled Securities held; and</li> <li>• the manner in which you hold Stapled Securities in CDLHT (e.g., via CDP or SRS).</li> </ul> <p>We regret that we will not be able to answer your questions if we are unable to verify your status as a Stapled Security Holder.</p>
Q9	Is there a cut-off date for sending in questions (via email or mail)?
A9	<p>Yes, all questions must reach us by 9.30 a.m. on Monday, 22 June 2020. We regret that we are unable to address questions received after the cut-off time and date.</p> <p>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for Stapled Security Holders to submit questions by mail, <b>Stapled Security Holders are strongly encouraged to submit your questions via email</b> to <a href="mailto:agm2020@cdlht.com">agm2020@cdlht.com</a>.</p>
Q10	How do I know if my questions are answered?
A10	Responses to substantial and relevant questions will be presented during the AGMs and will be recorded in the minutes of the AGMs which will be posted on CDLHT website and announced through the SGXNET after the AGMs.
<b>D</b>	<b>PRE-REGISTRATION FOR THE LIVE AUDIO-VISUAL WEBCAST OR AUDIO ONLY LIVE STREAM OF AGMs PROCEEDINGS</b>
Q11	When can I start to pre-register for the live AGMs proceedings?
A11	You can start your pre-registration from 9.00 a.m. on Thursday, 4 June 2020.
Q12	Is there a closing date for pre-registration?
A12	Yes, please complete your pre-registration before 9.30 a.m. on Wednesday, 24 June 2020. We regret that only Stapled Security Holders who have pre-registered before the closing date and whose Stapled Securities status have been verified, will be allowed access to the live AGMs proceedings.

Q13	Who can pre-register for the live audio-visual webcast or audio-only streaming of the AGMs proceedings?
A13	Only Stapled Security Holders whose names appear on the CDP Depository Register/SRS agent bank's lists as at 24 June 2020 can pre-register for the live AGMs proceedings. Registrations that do not meet this requirement will be rejected during the verification stage.
Q14	Can I pre-register my representative for the live AGMs proceedings?
A14	No. Only Stapled Security Holders whose names appear on the CDP Depository Register/SRS agent bank's lists as at 24 June 2020 can pre-register for the live AGMs proceedings. Registrations that do not meet this requirement will be rejected during the verification stage.
Q15	How do I pre-register for the live AGMs proceedings?
A15	<p>You will need to take the following steps:</p> <p>Step 1: Go to the pre-registration website <a href="https://www.meetings.vision/cdlht-agm-registration">https://www.meetings.vision/cdlht-agm-registration</a></p> <p>Step 2: Click on the "Register for Audio-Visual" button if you wish to watch and listen to a live video feed of the AGMs proceedings; OR</p> <p>Click on the "Register for Audio Only" button if you wish to phone in and only listen to the AGMs proceedings.</p> <p>If you have made multiple registrations for both options, we will take your last option registered as the final preferred option.</p> <p>Step 3: Complete the information required on registration page and click "Preview".</p> <p>Step 4: Review your input and ensure it is accurate before clicking "Submit". Do ensure you have entered a valid email address.</p> <p>Step 5: After you click "Submit", an acknowledgement of your registration will appear on the registration page, followed by an acknowledgement sent to your email address.</p> <p>Step 6: Following verification that you are a stapled security holder of CDLHT, an email (Confirmation Email) will be sent to you by 25 June 2020 with your login credentials and the link to access the audio-visual or audio-only stream.</p> <p>Step 7: On the day of the AGMs (Friday, 26 June 2020), you will need to log in to the audio-visual or dial in to the toll-free telephone number to listen to audio-only stream.</p> <p><b>Notes:</b></p> <ol style="list-style-type: none"> <li>1. If you do not receive an email acknowledgement after your registration, please check your spam/junk email folder. If the email acknowledgement cannot be found in your inbox as well as your spam/junk email folder, it means your pre-registration is unsuccessful. Please try again.</li> <li>2. Stapled Security Holders who hold Stapled Securities through a relevant intermediary as defined in Section 181 of the Companies Act, Chapter 50 of Singapore (e.g. nominee companies) are not able to pre-register online. Please contact your respective relevant intermediaries for assistance.</li> <li>3. The login credentials and the link to access the audio-visual or audio only stream will be sent upon verification of your Stapled Security Holder status 48 hours before the AGMs.</li> <li>4. Once you have been verified as a Stapled Security Holder, an email (Confirmation Email) will be sent to you by 3.00 p.m. on Thursday, 25 June 2020 with your login credentials and the link to access the live audio visual webcast or toll-free telephone number and conference code to call for the audio-only streaming. Stapled Security Holders who do</li> </ol>

	<p>not receive the Confirmation Email by 3.00 p.m. on Thursday, 25 June 2020, but have registered by the 24 June 2020 deadline should contact the Unit Registrar, M &amp; C Services Private Limited, at GPD@mncsingapore.com, or alternatively at +65 6228 0508 or +65 6228 0518 (between 3.00 p.m. to 6.00 p.m. on 25 June 2020).</p>
Q16	<p>What information do I need to provide for the pre-registration?</p>
A16	<p>You will need to provide the following mandatory information:</p> <ul style="list-style-type: none"> <li>• Name as per CDP/SRS records</li> <li>• Email Address</li> <li>• Stapled Securities type (how your CDLHT Stapled Securities are held)</li> <li>• NRIC or Passport Number</li> </ul> <p>For Joint account holders, please register both names. However, only one NRIC/Passport number and email address is required.</p>
Q17	<p>When will I receive the login credentials for the live audio-visual webcast or audio only live streaming?</p>
A17	<p>Authenticated Stapled Security Holders will receive a Confirmation Email by 3.00 p.m. on Thursday, 25 June 2020. The email will contain:</p> <ul style="list-style-type: none"> <li>• Log-in password and a URL link to view the live webcast (for those who opted for audio-visual at pre-registration)</li> <li>• A toll-free telephone number and conference code to access the audio only stream (for those who opted for live audio-only streaming at pre-registration)</li> </ul> <p>Authenticated Stapled Security Holders who have not received a Confirmation Email by 3.00 p.m. on Thursday, 25 June 2020 but have registered by the 24 June 2020 deadline should contact the Unit Registrar, M &amp; C Services Private Limited, at GPD@mncsingapore.com, or alternatively at +65 6228 0508 or +65 6228 0518 (between 3.00 p.m. to 6.00 p.m. on 25 June 2020).</p>
Q18	<p>If I hold Stapled Securities via a securities sub-account in a depository agent (e.g. a nominee company), can I register for the live AGMs proceedings?</p>
A18	<p>We regret that you will not be able to register for the AGM's live audio-visual webcast or audio-only streaming.</p> <p>Please contact the relevant intermediary through which you hold such Stapled Securities as soon as possible in order to make the necessary arrangements for access to the live AGMs proceedings.</p>
Q19	<p>I am a relevant intermediary as defined in Section 181 of the Companies Act, Chapter 50 of Singapore. How do I register my beneficial Stapled Security Holder for the live AGMs proceedings?</p>
A19	<p>Please email GPD@mncsingapore.com immediately for a copy of the Excel template for completion. Upon receipt of this Excel template, please input your list of beneficial Stapled Security Holders' details into the respective fields and return the completed template to GPD@mncsingapore.com latest by 9.30 a.m. on 24 June 2020.</p> <p>A confirmation email containing the log-in credentials and URL link to view the live audio-visual webcast or toll-free telephone number and conference code to call for the audio-only stream (depending on the preferred option) will be emailed to each beneficial Stapled Security Holder by 3.00 p.m. on Thursday, 25 June 2020.</p>

E	ACCESSING THE LIVE AGMs PROCEEDINGS
Q20	I have received the confirmation email. What should I do next?
A20	<p>The AGMs commence at 9.30 a.m. sharp on Friday, 26 June 2020.</p> <p><u>Audio-visual option</u></p> <ul style="list-style-type: none"> <li>• For Stapled Security Holders who have opted for the audio-visual live webcast, you may access the URL link indicated in your Confirmation Email from 9.20 a.m. onwards.</li> <li>• Key in your personal log-in password when prompted.</li> <li>• The AGMs will commence at 9.30 a.m.</li> </ul> <p><u>Audio Only Option</u></p> <ul style="list-style-type: none"> <li>• Call the toll-free telephone number indicated on your Confirmation Email and the conference code when prompted to do so.</li> <li>• Specify your name clearly when prompted.</li> <li>• The telephone line will be open from 9.20 a.m. onwards. You will be put on hold until the AGMs commences at 9.30 a.m. sharp.</li> </ul>
Q21	Can I watch the live audio-visual webcast from my mobile phone?
A21	<p>Yes, you can watch the live audio-visual webcast from any device as long as</p> <ul style="list-style-type: none"> <li>• Your browser is HTML5-compatible (e.g. Edge, Chrome, Safari, Internet Explorer 11, Firefox)</li> <li>• You have a stable WIFI connection or LAN connection</li> <li>• You have a connection speed of at least 1.8mbps to watch the webcast in 480p or a connection speed of at least 2.5mbps to watch the webcast in 720p.</li> </ul>
Q22	Can I ask questions during the live audio-visual webcast or through the audio only streaming?
A22	<p>Both the live audio-visual webcast and audio only streaming allow you to view/listen to the AGMs proceedings respectively. There is no online interaction which will allow Stapled Security Holders to ask questions during the AGM proceedings.</p> <p>All questions must be submitted to the dedicated email address at <a href="mailto:agm2020@cdlht.com">agm2020@cdlht.com</a> by 9.30 a.m. on Monday, 22 June 2020. Please refer to the FAQ on “<b>Questions from Stapled Security Holders</b>” above.</p>
F	VOTING ON THE RESOLUTIONS TABLED FOR APPROVAL AT THE AGMs
Q23	Since I am not able to attend the AGMs, how can I exercise my votes?
A23	<p>Stapled Security Holders who watch/listen to the live AGMs proceedings will not be able to vote online. Stapled Security Holders (whether individual or corporate) who wish to vote on the resolutions to be tabled for approval at the AGMs must complete the proxy form to appoint the Chairman of the Meetings as their proxy to vote on their behalf.</p> <p>Where Stapled Security Holders (whether individual or corporate) appoint the Chairman of the Meetings as their proxy, they must give specific instructions as to voting, or abstentions from voting, in respect of each resolution in the proxy form, failing which the appointment of the Chairman of the Meetings as proxy for any resolution without specific instructions will be treated as invalid.</p>

Q24	Where can I find the proxy form?
A24	Printed copies of the proxy form will be sent to Stapled Security Holders. Alternatively, you may also access the URL: <a href="http://investor.cdlht.com/agm-egm.html">http://investor.cdlht.com/agm-egm.html</a> and click on the hyperlink "Proxy Form" under the caption "2020 AGMs" to download the proxy form.
Q25	Can I email or post my completed proxy form?
A25	<p>You may do so either way.</p> <p>For Stapled Security Holders who wish to post the proxy form, please post the completed proxy form using the self-addressed envelope attached to the proxy form.</p> <p>Alternatively, please email the completed scanned or downloaded copy to the Unit Registrar, M &amp; C Services Private Limited at <a href="mailto:GPD@mncsingapore.com">GPD@mncsingapore.com</a>.</p> <p>Completed proxy forms sent by post or email must reach the Unit Registrar by 9.30 a.m. on Wednesday, 24 June 2020. We regret that incomplete or incorrectly completed proxy forms will be rejected.</p> <p>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for Stapled Security Holders to submit completed proxy forms by post, <b>Stapled Security Holders are strongly encouraged to submit completed proxy forms by email.</b></p>
Q26	In view of the COVID-19 situation, is there flexibility in accepting proxy forms that are submitted late?
A26	We regret that proxy forms received after 9.30 a.m. on 24 June 2020 will be rejected.
Q27	I am a relevant intermediary as defined in Section 181 of the Companies Act, Chapter 50 of Singapore. How can I help my beneficial Stapled Security Holders exercise their votes?
A27	<p>Please collate all the votes from your beneficial Stapled Security Holders and complete the proxy form appointing the Chairman of the Meetings as proxy to vote in accordance with the beneficial Stapled Security Holders' instructions.</p> <p>Ensure you complete the proxy form indicating your beneficial Stapled Security Holders' specific instructions as to voting, or abstentions from voting, in respect of a resolution in the proxy form, failing which the appointment of the Chairman of the Meetings as proxy for that resolution will be treated as invalid.</p> <p>Please print the proxy form and post the completed proxy form using the self-addressed envelope attached to the proxy form.</p> <p>Alternatively, please email the completed scanned or downloaded copy to Unit Registrar, M &amp; C Services Private Limited at <a href="mailto:GPD@mncsingapore.com">GPD@mncsingapore.com</a>.</p> <p>Completed proxy forms sent by post or email must reach the Unit Registrar by 9.30 a.m. on Wednesday, 24 June 2020. We regret that incomplete or incorrectly completed proxy forms will be rejected.</p> <p>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult to submit completed proxy forms by post, <b>you are strongly encouraged to submit completed proxy forms by email.</b></p>

Q28	My Stapled Securities are held through an SRS agent bank. How can I exercise my votes?
A28	Please approach your agent bank before <b>5.00 p.m. on Tuesday, 16 June 2020</b> and liaise with them regarding the exercise of your votes.
Q29	I am an SRS agent bank and I have been approached by SRS investors who wish to exercise their votes on their Stapled Securities. What do I need to do?
A29	<p>Please collate all the votes from your SRS investors and complete the proxy form appointing the Chairman of the Meeting as proxy to vote in accordance with the SRS investors' instructions.</p> <p>Ensure you complete the proxy form indicating your SRS investors' <b>specific instructions as to voting, or abstentions from voting</b>, in respect of each resolution in the proxy form, failing which the appointment of the Chairman of the Meeting as proxy for any resolution without specific instructions will be treated as invalid.</p> <p>Please print the proxy form and post the completed proxy form using the self-addressed envelope attached to the proxy form.</p> <p>Alternatively, please email the completed scanned or downloaded copy to the Unit Registrar, M &amp; C Services Private Limited at <a href="mailto:GPD@mncsingapore.com">GPD@mncsingapore.com</a>.</p> <p>Completed proxy forms sent by post or email must reach the Unit Registrar by 9.30 a.m. on Wednesday, 24 June 2020. We regret that incomplete or incorrectly completed proxy forms will be rejected.</p> <p>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult to submit completed proxy forms by post, you are strongly encouraged to submit completed proxy forms by email.</p>

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