



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)

**ANNUAL GENERAL MEETINGS TO BE HELD ON 23 APRIL 2021**

1. **Background.** M&C REIT Management Limited, as manager of CDL Hospitality Real Estate Investment Trust (“**H-REIT**”, and the manager of H-REIT, the “**H-REIT Manager**”), and M&C Business Trust Management Limited, as trustee-manager of CDL Hospitality Business Trust (“**HBT**”, and the trustee-manager of HBT, the “**HBT Trustee-Manager**”, and together with the H-REIT Manager, the “**Managers**”, and H-REIT and HBT together, “**CDLHT**”) refer to:
  - (a) the Notice of Annual General Meetings dated 25 March 2021, which is published on CDLHT’s website at <http://investor.cdlht.com/agm-egm.html> and on SGXNet (“**Notice of AGMs**”);
  - (b) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enabled the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means; and
  - (c) 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**”), gazetted on 13 April 2020, and the Joint Statement by Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore, and Singapore Exchange Regulation in relation to Guidance on the Conduct of General Meetings Amid Evolving COVID-19 Situation issued on 1 October 2020, which set out the alternative arrangements in respect of, *inter alia*, general meetings of companies.
2. **Date, time and conduct of AGMs.** The Managers are pleased to announce that pursuant to the Order, the AGMs will be convened and held by way of electronic means, on **Friday, 23 April 2021 at 9.30 a.m.**
3. **Notice of AGMs and proxy form.** Printed copies of the Notice of AGMs and proxy form will be sent to stapled security holders of CDLHT (the “**Stapled Security Holders**”) and will also be made available via publication on the CDLHT website at the URL <http://investor.cdlht.com/agm-egm.html> and will also be made available on the SGX website at URL <https://www.sgx.com/securities/company-announcements>.
4. **No personal attendance at AGMs.** Due to the current COVID-19 situation in Singapore, we seek your understanding that **Stapled Security Holders will not be able to attend the AGMs in person.**
5. **Alternative arrangements for participation at the AGMs.** Stapled Security Holders may participate at the AGMs by:
  - (a) appointing the Chairman of the Meetings as proxy to attend, speak and vote on their behalf at the AGMs;
  - (b) observing and/or listening to the AGMs proceedings via live audio-visual webcast or live audio-only streaming; and/or
  - (c) submitting questions they would like to raise in advance of the AGMs.

Details of the steps for submission of the proxy form for voting at the AGMs, pre-registration to obtain access to the live audio-visual webcast or live audio-only stream, and pre-submission of questions to be raised at the AGMs are set out in the **Appendix** to this announcement.

6. **Persons who hold units in H-REIT and HBT (collectively, “Stapled Securities”), through relevant intermediaries.** Persons who hold Stapled Securities through relevant intermediaries (as defined in section 181 of the Companies Act, Chapter 50), including SRS investors, and who wish to participate in the AGMs by:

- (a) appointing the Chairman of the Meetings as proxy to attend, speak and vote on their behalf at the AGMs;
- (b) observing and/or listening to the AGMs proceedings via live audio-visual webcast or live audio-only streaming; and/or
- (c) submitting questions they would like to raise in advance of the AGMs;

should contact the relevant intermediary (which would include, in the case of SRS investors, their respective SRS Operators) through which they hold such Stapled Securities as soon as possible in order for the necessary arrangements to be made for their participation in the AGMs.

7. **Annual Report 2020.** The Annual Report 2020 has been published on CDLHT website, and may be accessed at the URL <http://investor.cdlht.com/ar.html> by clicking on the links for “Annual Report 2020”.

8. **Key dates/deadlines.** In summary, the key dates/deadlines which Stapled Security Holders should take note of are set out in the table below:

Key dates	Actions
<b>From 9.30 a.m. on 25 March 2021 (Thursday)</b>	Stapled Security Holders may begin to pre-register at <a href="https://online.meetings.vision/cdlht-agm-registration">https://online.meetings.vision/cdlht-agm-registration</a> for live audio-visual webcast or live audio-only streaming of the AGMs proceedings.
<b>5.00 p.m. on 13 April 2021 (Tuesday)</b>	Deadline for SRS investors who wish to appoint the Chairman of the Meetings as their proxy, must approach their respective SRS Operators to submit their votes by this deadline.
<b>9.30 a.m. on 19 April 2021 (Monday)</b>	Deadline for Stapled Security Holders to submit questions to be raised at the AGMs in advance.
<b>9.30 a.m. on 21 April 2021 (Wednesday)</b>	Deadline for Stapled Security Holders to: <ul style="list-style-type: none"> <li>• submit proxy forms;</li> <li>• pre-register for live audio-visual webcast or live audio-only streaming of the AGMs proceedings.</li> </ul>
<b>By 3.00 p.m. on 22 April 2021 (Thursday)</b>	Individuals or corporates whose status as Stapled Security Holders have been verified will receive an email with login credentials, as well as the link to access the live audio-visual webcast or a toll-free telephone number and a conference code to access the live audio-only streaming of the AGMs proceedings (the “ <b>Confirmation Email</b> ”).  Stapled Security Holders who do not receive the Confirmation Email by <b>3.00 p.m. on 22 April 2021</b> , but have registered by the 21 April 2021 deadline, should contact the Unit Registrar, M & C Services Private Limited, at <a href="mailto:GPD@mncsingapore.com">GPD@mncsingapore.com</a> , or alternatively at +65 6228 0508 or +65 6228 0518 (between 3.00 p.m. to 6.00 p.m. on 22 April 2021 and between 8.00 a.m. to 9.00 a.m. on 23 April 2021).

Key dates	Actions
<b>Time and date of AGMs</b> <b>9.30 a.m. on 23 April 2021</b> <b>(Friday)</b>	<ul style="list-style-type: none"> <li>• Click on the link in the Confirmation Email and enter the password to access the live audio-visual webcast of the AGMs proceedings; or</li> <li>• Call the toll-free telephone number in the Confirmation Email and enter the conference code to access the live audio-only streaming of the AGMs proceedings.</li> </ul>

9. **Further information.** For more information, Stapled Security Holders can email us at [agm2021@cdlht.com](mailto:agm2021@cdlht.com).
10. **Important reminder.** Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the AGMs at short notice. Stapled Security Holders should check <http://investor.cdlht.com/agm-egm.html> for the latest updates on the status of the AGMs.

The Managers would like to thank all Stapled Security Holders for their patience and co-operation in enabling the Managers to hold the AGMs with the optimum safe distancing measures amidst the current COVID-19 pandemic.

**BY ORDER OF THE BOARD**

M&C REIT Management Limited  
(as manager of CDL Hospitality Real Estate  
Investment Trust)

Vincent Yeo Wee Eng  
Chief Executive Officer and Executive Director

Enid Ling Peek Fong  
Company Secretary

Singapore

25 March 2021

**BY ORDER OF THE BOARD**

M&C Business Trust Management Limited  
(as trustee-manager of CDL Hospitality  
Business Trust)

Vincent Yeo Wee Eng  
Chief Executive Officer and Executive Director

Enid Ling Peek Fong  
Company Secretary

## APPENDIX

### Steps for pre-registration, pre-submission of questions and voting at the AGMs

Stapled Security Holders will be able to observe and/or listen to the AGMs proceedings through a live audio-visual webcast or live audio-only streaming via their mobile phones, tablets or computers, submit questions in advance of the AGMs and vote by appointing the Chairman of the AGMs as proxy to attend, speak and vote on their behalf at the AGMs.

To do so, they will need to complete the following steps:

No.	Steps	Details
1.	<b>Pre-registration</b>	<p><b>Stapled Security Holders who wish to observe or listen to the AGMs proceedings, must pre-register at the pre-registration website at <a href="https://online.meetings.vision/cdlht-agm-registration">https://online.meetings.vision/cdlht-agm-registration</a> and following the online instructions, from 9.30 a.m. on 25 March 2021 till 9.30 a.m. on 21 April 2021, to enable the Managers to verify their status as Stapled Security Holders.</b></p> <p>Following the verification of the status of Stapled Security Holders, authenticated persons will receive an email with login credentials, as well as the link to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only streaming of the AGMs proceedings (the “<b>Confirmation Email</b>”).</p> <p>Stapled Security Holders who do not receive the Confirmation Email by <b>3.00 p.m. on 22 April 2021</b>, but have registered by the 21 April 2021 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 22 April 2021 and between 8.00 a.m. to 9.00 a.m. on 23 April 2021).</p>
2.	<b>Submit questions in advance</b>	<p><b>Stapled Security Holders will not be able to ask questions at the AGMs live during the webcast or audio-streaming, and therefore it is important for Stapled Security Holders to pre-register and submit their questions in advance of the AGMs.</b></p> <p><b>Submission of questions.</b> Stapled Security Holders can submit questions related to the resolutions to be tabled for approval at the AGMs to the Chairman of the Meetings, in advance of the AGMs, in the following manner:</p> <p><b>(a) Via email.</b> Stapled Security Holders may and are strongly encouraged to submit their questions via email to agm2021@cdlht.com.</p> <p><b>(b) By post.</b> Stapled Security Holders may also submit their questions by post to CDL Hospitality Trusts, 390 Havelock Road, #02-05 King's Centre, Singapore 169662.</p> <p>When sending in your questions via email or by post, please also provide us with the following details:</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><b>Deadline to submit questions.</b> All questions must reach the Managers by <b>9.30 a.m. on 19 April 2021</b>.</p> <p><b>Addressing questions.</b> The Managers will endeavour to address all substantial and relevant questions, primarily relating to the Annual Report and other agenda items set out in the Notice of AGMs received</p>

No.	Steps	Details
		<p>from Stapled Security Holders prior to the AGMs by publishing the Managers' responses to such questions on the CDLHT website at the URL <a href="http://investor.cdlht.com/agm-egm.html">http://investor.cdlht.com/agm-egm.html</a> and on SGXNet prior to the AGMs. The Managers will address those substantial and relevant questions which have not been already addressed prior to the AGMs, during the AGMs through live audio-visual webcast and live audio-only streaming.</p> <p><b>Minutes of AGMs.</b> The Managers will publish the minutes of the AGMs on CDLHT website and on SGXNET, and the minutes will include the responses to substantial and relevant questions from Stapled Security Holders which are addressed during the AGMs.</p>
3.	<b>Submit proxy forms to vote</b>	<p><b>Appointment of Chairman of the Meetings as proxy.</b> Stapled Security Holders (whether individual or corporate) who pre-register to observe and/or listen to the AGMs proceedings and wish to vote on the resolutions to be tabled at the AGMs must appoint the Chairman of the Meetings as their proxy to attend, speak and vote on their behalf at the AGMs, in accordance with the instructions on the proxy form.</p> <p><b>Specific voting instructions to be given.</b> 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> <p><b>Submission of proxy forms.</b> Proxy forms must be submitted in the following manner:</p> <p>(a) if submitted by post, be deposited at the office of the Unit Registrar, M &amp; C Services Private Limited, at 112 Robinson Road #05-01, Singapore 068902; or</p> <p>(b) if submitted electronically, via email to the Unit Registrar at <a href="mailto:GPD@mncsingapore.com">GPD@mncsingapore.com</a>,</p> <p>in either case, by <b>9.30 a.m. on 21 April 2021</b>.</p> <p>In view of the current COVID-19 situation in Singapore, <b>Stapled Security Holders are strongly encouraged to submit completed proxy forms electronically via email.</b></p> <p>SRS investors who wish to appoint the Chairman of the Meetings as their proxy should approach their respective SRS Operators to submit their votes by <b>5.00 p.m. on 13 April 2021</b>.</p>