



LASSETERS INTERNATIONAL HOLDINGS LIMITED

Company No: 200402223M

PARTICIPATION IN ANNUAL GENERAL MEETING (“AGM”) BY ELECTRONIC MEANS

1. **Background** : Lasseters International Holdings Limited (the “**Company**”) refers to :
 - a) the Notice of Annual General Meeting issued on 7 October 2020 (“**AGM Notice**”) to convene the Annual General Meeting for FY2020 (“**AGM**”) of the Company to be held on Wednesday, 28 October 2020 at 11.00 a.m.;
 - b) the implementation of the circuit breaker measures (enhanced safe distancing measures and closure of workplace premises) announced by the Government on 3 April 2020 to curb the further spread of COVID-19;
 - c) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 (“**Order**”) which provides, among others, legal certainty to enable issuers to make alternative arrangements to hold general meetings where personal attendance is required under written law or legal instruments (e.g. a company’s constitution);
 - d) the joint statement by the Accounting and Corporate Regulatory Authority, the Monetary Authority of Singapore and the Singapore Exchange Regulations on 13 April 2020 providing additional guidance for issuers on the conduct of general meetings during elevated safe distancing period; and
 - e) the press release by the Ministry of Law (Singapore) on 7 September 2020 regarding the planned extension of, amongst others, the Order, to 30 June 2021, providing entities with the option to hold virtual meetings even where the entities are permitted under safe distancing regulations to hold physical meetings.
2. **Date, time and conduct of AGM** : Pursuant to the Order the Company’s AGM will be convened and held by way of electronic means on **Wednesday, 28 October 2020 at 11.00 a.m.** (Singapore time)
3. **Annual Report 2020 and the Appendix, Notice of AGM and Proxy Form** : All documents which relate to the business of AGM are published on SGXNet at URL <https://www.sgx.com/securities/company-announcements> and the Company’s website at the URL <https://lasseters.listedcompany.com>. **Printed copies of these documents will not be despatched to Shareholders.** Shareholders are advised to check SGXNet and/or the Company’s website regularly for updates.
4. **No personal attendance at the AGM** : Due to the current COVID-19 restriction orders in Singapore, **Shareholders will not be able to attend the AGM in person.**
5. **Participation at the AGM electronically** : Shareholders may participate at the AGM by :-
 - a) observing and/or listening to the AGM proceedings via “live” audio visual webcast via their mobile phones, tablets or computers or “live” audio-only stream via telephone;
 - b) submitting questions in advance of the AGM; and/or

- c) appointing the Chairman of the AGM ("**Chairman**") as proxy to attend, speak and vote on their behalf at the AGM.

Details of steps for pre-registration, pre-submission of questions and voting at the AGM are set out in the **Appendix** to this announcement.

6. Persons who hold shares through relevant intermediaries (as defined in Section 181 of the Companies Act (Chapter 50 of Singapore)):

- a) CPF and SRS investors who wish to participate in the AGM by (i) observing and/or listening to the AGM proceedings via "live" audio-visual webcast or "live" audio-only stream; and (ii) submitting questions in advance of the AGM, should follow the steps for pre-registration and pre-submission of questions set out in the **Appendix** to this Announcement. However, CPF and SRS investors who wish to appoint the Chairman as proxy to attend, speak and vote on their behalf should approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions by **11.00 a.m. on 16 October 2020**.
- b) Investors holding shares through relevant intermediaries, who are not CPF or SRS investors, who wish to participate in the AGM by (i) observing and/or listening to the AGM proceedings via "live" audio-visual webcast or "live" audio-only stream; (ii) submitting questions in advance of the AGM; and/or (iii) appointing the Chairman as proxy to attend, speak and vote on their behalf at the AGM, should contact their relevant intermediary soonest in order to make the necessary arrangements for them to participate in the AGM.

7. Key dates/deadlines : Shareholders are advised to note the below :

Key Dates in 2020	Actions
7 October (Wednesday)	Shareholder may begin to pre-register at https://sg.conveneagm.com/lasseters for "live" audio-visual webcast/"live" audio-only stream of the AGM proceedings.
11.00 a.m. on 16 October (Friday)	Deadline for CPF and SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
11.00 a.m. on 21 October (Wednesday)	Deadline for shareholders to submit questions in advance.
11.00 a.m. on 25 October (Sunday)	Deadline for shareholders to : <ul style="list-style-type: none">- pre-register for "live" audio-visual webcast or "live" audio-only stream of the AGM proceedings; and- submit proxy forms.
11.00 a.m. on 27 October (Tuesday)	Authenticated shareholders (who pre-registered for the AGM) will receive an email which will contain user ID and password details, and the link to access the "live" audio-visual webcast and a telephone number to access the "live" audio-only stream of the AGM proceedings (" Confirmation Email "). Shareholders who do not receive the Confirmation Email by 11.00 a.m. on 27 October 2020 but have registered by 25 October 2020 deadline, may contact the webcast service provider via email at support@conveneagm.com , with the full name of the shareholder and his/her identification number.
Date and time of AGM 11.00 a.m. on 28 October (Wednesday)	<ul style="list-style-type: none">- Click on the link in the Confirmation Email and enter the user ID and password to access the "live" audio-visual webcast of the AGM proceedings; or- Call the telephone number in the Confirmation Email to access the "live" audio-only stream of the AGM proceedings.

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8. **Important** : Due to the constantly evolving COVID-19 situation in Singapore, the arrangements for the AGM may be changed at short notice. Shareholders are advised to check SGXNet and/or the Company's website at <https://lasseters.listedcompany.com> regularly for updates.

The Company would like to thank all shareholders for their patience and co-operation in enabling it to hold its AGM with optimum safe distancing measures amidst the COVID-19 pandemic.

BY ORDER OF THE BOARD

DATO' JAYA J B TAN
Executive Chairman

7 October 2020

This document has been reviewed by the Company's sponsor, Stamford Corporate Services Pte. Ltd. (the "Sponsor"). It has not been examined or approved by the Singapore Exchange Securities Trading Limited (the "SGX-ST") and the SGX-ST assumes no responsibility for the contents of this document, including the correctness of any of the statements or opinions made or reports contained in this document. The contact person for the Sponsor is Mr Bernard Lui. Tel: 6389 3000 Email: bernard.lui@morganlewis.com

Appendix

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

Shareholders will be able to observe and/or listen to the AGM proceedings through a “live” audio-visual webcast or “live” audio-only stream (after pre-registration), submit questions in advance of the AGM and vote by appointing the Chairman of the Meeting as proxy to attend, speak and vote of their behalf at the AGM.

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

No	Steps	Details
1	Pre-registration	<p>Shareholders must pre-register at the pre-registration website at https://sg.conveneagm.com/laseters from now till 11.00 a.m. on 25 October 2020 to enable the Company to verify their status as shareholders.</p> <p>Following the verification, authenticated shareholders will receive an email which will contain user ID and password details and the link to access the “live” audio-visual webcast, and a telephone number to access the “live” audio-only stream of the AGM proceedings.</p> <p>Shareholders who do not receive the Confirmation Email by 11.00 a.m. on 27 October 2020 but have registered by 25 October 2020 deadline, may contact the webcast service provider via email at support@conveneagm.com, with the full name of the shareholder and his/her identification number.</p> <p>Investors holding shares through relevant intermediaries, who are not CPF or SRS investors, who wish to participate in the AGM will not be able to pre-register at https://sg.conveneagm.com/laseters for the “live” broadcast of the AGM. If they wish to participate in the “live” broadcast of the AGM, they should instead approach his/her/its relevant intermediary as soon as possible in order to make the necessary arrangements for them to participate in the “live” broadcast of AGM.</p>
2	Pre-submission of questions	<p>Shareholders will not be able to ask questions “live” at the AGM during the Broadcast of the AGM.</p> <p>Shareholders may submit questions related to the resolutions to be tabled at the AGM by 11.00 a.m. on 21 October 2020 :</p> <p>a) via the pre-registration website at https://sg.conveneagm.com/laseters; or</p> <p>b) if submitted electronically, be submitted via email to AGMquestions@laseters-intl.com</p> <p>For questions submitted by email, members are to provide their full names, NRIC/passport number, address and number of shares held. Shareholders are strongly encouraged to submit their questions via the pre-registration website.</p> <p>Addressing questions : The Company will answer all substantial and relevant questions prior to or at the AGM. The answers will be published on SGXNet at the URL https://www.sgx.com/securities/company-announcements and the Company’s website at the URL https://laseters.listedcompany.com.</p>

No	Steps	Details
		<p>Minutes of AGM : The Company will publish the minutes of the AGM on its website and on SGXNet at the URLs listed above and the minutes will include the responses to substantial and relevant questions from shareholders which are addressed during the AGM.</p>
3.	Submission of Proxy Form to vote	<p>Appointment of Chairman as proxy : A shareholder (whether individual or corporate) must appoint the Chairman of the Meeting as his/her/its proxy to attend, speak and vote on his/her/its behalf at the AGM, if such shareholder wishes to exercise his/her/its voting rights.</p> <p>Specific voting instructions to be given : Where a shareholder (whether individual or corporate) appoints the Chairman of the Meeting as his/hers/its proxy, he/she/it must give 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 Meeting as proxy for that resolution will be treated as invalid.</p> <p>Submission of proxy forms : Proxy forms must be submitted in the following manner :</p> <ul style="list-style-type: none"> a) if submitted by post, be lodged at the office of the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte Ltd at 50 Raffles Place, #32-01 Singapore Land Tower, Singapore 048623; or b) if submitted electronically, be submitted via email to proxyform@lasseters-intl.com <p>in either case, by 11.00 a.m. on 25 October 2020.</p> <p>A shareholder who wishes to submit a proxy form must first download, complete and sign the proxy form, before submitting it by post to the address provided above, or before scanning and sending it by email to the email address provided above.</p> <p>In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for members to submit completed proxy forms by post, members are strongly encouraged to submit completed proxy forms electronically via email.</p> <p>The proxy form is not valid for use by investors holding shares through relevant intermediaries (as defined in Section 181 of the Companies Act). Such investor who wishes to vote should instead approach his/her relevant intermediary soonest to specify his/her voting instructions. CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 11.00 a.m. on 16 October 2020.</p>