

# REQUEST FORM

## KOYO INTERNATIONAL LIMITED

(Incorporated In the Republic of Singapore)

(Company Registration No. 200100075E)

09 April 2024

Dear Shareholder,

We are pleased to enclose printed copies of the Notice and Proxy Form for the upcoming Annual General Meeting of Koyo International Limited (“**Koyo**” or “**Company**”) to be held physically at Lifelong Learning Institute, Room 01-02 at 11 Eunos Road 8, Singapore 408601 on Thursday, 25 April 2024 at 2.00 p.m. (Singapore time).

In line with Koyo’s sustainability efforts, the Annual Report for the financial year ended 31 December 2023 will be available for download from Koyo’s corporate website and SGX website from the date of this letter.

- To access through Company’s website, use this URL <http://www.koyotech.com/> and go to “Our 2023 Annual Report can be downloaded here”
- To access through SGX website, use this URL <https://www.sgx.com/securities/annual-reports-related-documents> and choose “Koyo International Limited” from the drop-down list.

If you wish to receive printed copies of the Annual Report for this year, please send a written request (the “**Request**”) as below to Koyo no later than **16 April 2024**:-

- (a) By email to [mail@koyointernational.com](mailto:mail@koyointernational.com); or
- (b) By post to the registered office of the Company at 33 Ubi Avenue 3, #02-16 Singapore 408868.

To be a valid Request, the Request must:

- (a) be addressed to Koyo International Limited c/o Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd.; and
- (b) state the following:
  - i. Full name of the shareholder (as per NRIC/Passport);
  - ii. Address; and
  - iii. Whether the shares are held through CDP Securities Accounts or CPFIS Account.

By completing, and submitting the written Request to us, you agree and acknowledge that we and/or our service provider may collect, use and disclose your personal data, as contained in your submitted Request Form or which is otherwise collected from you (or your authorised representative(s)), for the purpose of processing and effecting your request.

Yours faithfully

For and on behalf of

**Koyo International Limited**

Sharon Lim Siew Choo  
Company Secretary