# **CAPTII LIMITED**

(Company Registration No. 200211129W) (Incorporated in the Republic of Singapore)

## **PROXY FORM**

I/We\_

### Important:

### Alternative Arrangements for Annual General Meeting ("AGM")

- The AGM is being convened, and will be held, by electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020. Printed copies of the Notice of AGM will not be sent to members. Instead, the Notice of AGM will be sent to members by electronic means via publication on the Company's website at <a href="http://captii.listedcompany.com/">http://captii.listedcompany.com/</a>. The Notice of Annual General Meeting is also available on the SGX website at <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a>.
- 2. Due to the current COVID-19 restriction orders in Singapore, a member will not be able to attend the AGM in person. Instead, alternative arrangements have been put in place to allow members to participate at the AGM by (a) watching the AGM proceedings via "live" webcast, (b) submitting questions in advance of the AGM, and (c) voting by appointing the Chairman of the AGM as proxy at the AGM, are set out in the Notice of AGM.
- A member (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 member wishes to exercise his/her/its voting rights at the AGM.
- 4. Please read the notes overleaf which contain instructions on, inter alia, the appointment of the Chairman of the Meeting as a member's proxy to attend, speak and vote on his/her/its behalf at the AGM.

#### **CPF/SRS Investors**

 CPF/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 5.00 p.m. on 1 June 2020.

### Personal Data

Registration No. \_\_\_\_\_\_ of \_\_\_\_\_

By submitting an instrument appointing a proxy(ies) and/or representative(s), a member accepts and agrees to the personal data privacy terms set out in the Notes to this Proxy Form.

Total Number of Shares Held

\_\_\_\_\_ NRIC No./Passport No./Company

Meeti	a member/members of CAPTII LIMITED (the ng as *my/ our proxy, to attend, speak and vote for *me/ ng of the Company to be convened and held by way of elect tany adjournment thereof in the following manner:	us and on *my/ our	behalf, a	t the Annual (	n of the General
No.	Ordinary Resolutions	Resolution No.	For	Against	Abstain
1.	To receive and adopt the Directors' Statement and the Audited Financial Statements of the Company for the financial year ended 31 December 2019 and the Independent Auditors' Report thereon.	Resolution 1			
2.	To approve the directors' fees of S\$91,100/- for the financial year ended 31 December 2019 [2018: S\$83,900/-].	Resolution 2			
3.	To re-elect the following directors retiring pursuant to Article 103 of the Company's Constitution:-				
	(a) Wong Tze Leng (b) Lee Su Nie	Resolution 3 Resolution 4			
4.	To re-appoint RSM Chio Lim LLP as auditors of the Company and to authorise the directors to fix their remuneration.	Resolution 5			
5.	To authorise directors to allot shares pursuant to Section 161 of the Companies Act, Cap. 50.	Resolution 6			
he res	solutions put to vote at the Annual General Meeting shall be decided by	poll.			
kgainst of that r kbstain s direc	rish the Chairman of the Meeting as your proxy to cast all your votes For box in respect of that resolution. Alternatively, please indicate the number resolution. If you wish the Chairman of the Meeting as your proxy to Absox in respect of that resolution. Alternatively, please indicate the number ted to abstain from voting in the Abstain box in respect of that reson, the appointment of the Chairman of the Meeting as your proxy for the	ber of votes For or Again stain from voting on a res ber of shares that the C plution. In the absence	ist in the For colution, pleat hairman of the of specific of	or Against box in use indicate with the Meeting as you directions in resp	n respect 'X" in the our proxy

Dated this \_\_\_\_\_ day of \_\_

<sup>\*</sup> Please delete accordingly.

## Notes to Proxy Form:-

- 1. If the member has shares entered against his name in the Depository Register (maintained by The Central Depository (Pte) Limited), he should insert that number of shares. If the member has shares registered in his name in the Register of Members (maintained by or on behalf of the Company), he should insert that number of shares. If the member has shares entered against his name in the Depository Register and shares registered in his name in the Register of Members, he should insert the aggregate number of shares. If no number is inserted, this form of proxy will be deemed to relate to all the shares held by the member.
- 2. Due to the current COVID-19 restriction orders in Singapore, a member will not be able to attend the Annual General Meeting in person. A member (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 Annual General Meeting if such member wishes to exercise his/her/its voting rights at the Annual General Meeting. This proxy form may be accessed at the Company's website at <a href="https://captii.listedcompany.com/">https://captii.listedcompany.com/</a>, and the SGX website at <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a>.

Where a member (whether individual or corporate) appoints the Chairman of the Meeting as his/her/its proxy, he/she/it must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the form of proxy, failing which the appointment of the Chairman of the Meeting as proxy for that resolution will be treated as invalid.

Members who hold their Shares through relevant intermediaries as defined in Section 181 of the Companies Act, Chapter 50 (including CPF and SRS investors) and who wish to exercise their votes by appointing the Chairman of the Meeting as proxy should approach their respective relevant intermediaries (including their respective CPF agent banks or SRS Approved Banks) to submit their voting instructions by **5.00 p.m. on 1 June 2020** in order to allow sufficient time for their respective relevant intermediaries to in turn submit a proxy form to appoint the Chairman of the Meeting to vote on their behalf by **2.00 p.m. on 9 June 2020**.

- 3. The Chairman of the Meeting, as proxy, need not be a member of the Company.
- 4. The instrument appointing the Chairman of the Meeting as proxy must be submitted to the company in the following manner by 2.00 p.m. on 9 June 2020:-
  - (a) if submitted by post, be lodged with 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 the Company's share registrar at captii-agm@boardroomlimited.com.

A member who wishes to submit an instrument of proxy 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.

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.

- 5. The instrument appointing the Chairman of the Meeting as proxy must be under the hand of the appointer or by his attorney duly authorised in writing. Where the instrument appointing the Chairman of the Meeting as proxy is executed by a corporation, it must be executed either under its common seal or under the hand of its attorney or a duly authorised officer.
- 6. Where an instrument appointing the Chairman of the Meeting as proxy is signed on behalf of the appointer by an attorney, the letter or power of attorney or a duly certified copy thereof must (failing previous registration with the Company) be lodged with the instrument of proxy, failing which the instrument may be treated as invalid.
- 7. A corporation which is a member of the Company may authorise by resolution of its directors or other governing body such person as it thinks fit to act as its representative at the Annual General Meeting, in accordance with its Constitution and Section 179 of the Companies Act.
- 8. The Company shall be entitled to reject an instrument appointing the Chairman of the Meeting as proxy which is incomplete, improperly completed, illegible or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified in the instrument (including any related attachment). In addition, in the case of a member whose shares are entered in the Depository Register, the Company may reject an instrument appointing the Chairman of the Meeting as proxy if the member, being the appointor, is not shown to have shares entered against his name in the Depository Register as at 72 hours before the time appointed for holding the Meeting, as certified by The Central Depository (Pte) Limited to the Company.

## PERSONAL DATA PRIVACY

By submitting an instrument appointing the Chairman of the Meeting as proxy to attend, speak and vote at the Meeting and/or any adjournment thereof, a member of the Company consents to the collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of the appointment of the Chairman of the Meeting as proxy for the Annual General Meeting (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the Meeting (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing rules, regulations and/or guidelines.