

**HONG LEONG FINANCE LIMITED**  
(Co. Reg. No. 196100003D)  
(Incorporated in the Republic of Singapore)

**63<sup>RD</sup> ANNUAL GENERAL MEETING TO BE HELD ON 27 APRIL 2023**

1. **Background.** Hong Leong Finance Limited (“**HLF**” or the “**Company**”) refers to:
  - (a) the COVID-19 (Temporary Measures) Act 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to convene, hold or conduct general meetings;
  - (b) 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**”) which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
  - (c) the joint statement by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation of 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020, 1 October 2020 and 4 February 2022), read together with FAQs on “The Holding of General Meetings” dated 23 May 2022 issued by Singapore Exchange Regulation, which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation.
2. **Date, time and conduct of Annual General Meeting.** HLF is pleased to announce that pursuant to the Order, its 63<sup>rd</sup> Annual General Meeting (“**AGM**” or “**Meeting**”) will be convened and held in a wholly physical format, at Orchard Hotel Singapore, Ballroom 3, Level 3, 442 Orchard Road, Singapore 238879 on **Thursday, 27 April 2023 at 11.00 a.m.** (Singapore time). **There will be no option for shareholders to participate virtually.**
3. **Notice of AGM and proxy form.** The Notice of AGM and proxy form have been made available to shareholders solely by electronic means via (i) publication on the Company’s corporate website at the URL <https://www.hlf.com.sg/investor-relations/agm.php> and (ii) on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of these documents **will not** be sent to shareholders.
4. **Arrangements for participation in the AGM.** Shareholders, including CPF and SRS investors, may participate in the AGM by:
  - (a) attending the AGM in person;
  - (b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
  - (c) voting at the AGM (i) themselves; or (ii) through duly appointed proxy(ies).

Details of the steps for registration, submission of questions and voting at the AGM by shareholders, including CPF and SRS investors, are set out in the **Appendix** to this announcement.

A copy of this announcement may also be accessed at the Company’s corporate website at the URL <https://www.hlf.com.sg/investor-relations/agm.php>, and will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

**Annual General Meeting to be held on 27 April 2023**

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5. **Persons who hold shares through relevant intermediaries.** Persons who hold HLF shares through relevant intermediaries (as defined in section 181 of the Companies Act 1967), including CPF and SRS investors, and who wish to participate in the AGM by:
- (a) attending the AGM in person;
  - (b) submitting questions to the Chairman of the meeting in advance of, or at, the AGM; and/or
  - (c) voting at the AGM (i) themselves; or (ii) by appointing the Chairman of the Meeting as proxy in respect of the HLF shares held by such relevant intermediary on their behalf,

should contact the relevant intermediary (which would include, in the case of CPF and SRS investors, their respective CPF Agent Banks and SRS Operators) through which they hold such shares as soon as possible in order for the necessary arrangements to be made for their participation in the AGM.

6. **Annual Report 2022.** The Annual Report 2022 has been published on the Company's corporate website, and may be accessed at the URL <https://www.hlf.com.sg/ar.html> by clicking on the link for "Annual Report 2022". It may also be accessed on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

Shareholders may request for a printed copy of the Annual Report 2022 by completing and submitting their request(s) through the online Request Form at the URL <https://www.hlf.com.sg/ar.html> no later than **5 April 2023**.

By submitting such request, a shareholder agrees and acknowledges that the Company and/or its service providers may collect, use and disclose his/her personal data, as contained in the submitted request or which is otherwise collected from him/her (or his/her authorised representative(s)), for the purpose or processing and effecting his/her request.

7. **Key dates/deadlines.** In summary, the key dates/deadlines which shareholders should take note of are set out in the table below:

Key dates	Actions
<b>5 April 2023 (Wednesday)</b>	Deadline for shareholders who wish to request for a printed copy of the Annual Report 2022 to submit the request through the online Request Form at the URL <a href="https://www.hlf.com.sg/ar.html">https://www.hlf.com.sg/ar.html</a> .
<b>13 April 2023 (Thursday)</b>	Deadline for shareholders to submit questions in advance.
<b>5.00 p.m. on 17 April 2023 (Monday)</b>	Deadline for CPF or SRS investors who wish to appoint the Chairman of the Meeting as their proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.

**Annual General Meeting to be held on 27 April 2023**

<b>Key dates</b>	<b>Actions</b>
<b>By 20 April 2023 (Thursday)</b>	Publication of answers to questions submitted by shareholders by the 13 April 2023 submission deadline at the URL <a href="https://www.hlf.com.sg/investor-relations/agm.php">https://www.hlf.com.sg/investor-relations/agm.php</a> and on the SGX website at the URL <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> .
<b>11.00 a.m. on 24 April 2023 (Monday)</b>	Deadline for shareholders to submit proxy forms.
<b>11.00 a.m. on 27 April 2023 (Thursday)</b>  Registration commences at 9.30 a.m.	63 <sup>rd</sup> Annual General Meeting  Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies may attend the AGM in person at Orchard Hotel Singapore, Ballroom 3, Level 3, 442 Orchard Road, Singapore 238879. <b>There will be no option for shareholders to participate virtually.</b>  Please bring along your NRIC/passport to enable the Company to verify your identity. The Company reserves the right to refuse admittance to the AGM if the attendee's identity cannot be verified accurately.
<b>5.00 p.m. on 10 May 2023 (Wednesday)</b>	Record Date for determining entitlements to final dividend, subject to shareholders' approval at the AGM.
<b>26 May 2023 (Friday)</b>	Payment date for final dividend, subject to shareholders' approval at the AGM.

8. **Important reminder. Shareholders are reminded to check the Company's corporate website at the URL <https://www.hlf.com.sg/investor-relations/agm.php> or the SGX website at the URL <https://www.sgx.com/securities/company-announcements> for the latest updates on the status of the AGM.**

BY ORDER OF THE BOARD

Yeo Swee Gim, Joanne  
Ng Siew Ping, Jaslin  
Company Secretaries

Singapore

29 March 2023

**Annual General Meeting to be held on 27 April 2023**

**APPENDIX**

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

Shareholders can attend the AGM in person, vote at the AGM by themselves or through their duly appointed proxy(ies) and submit questions in advance of, or at, the AGM.

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

No.	Steps	Details
1.	<b>Register in person to attend the AGM</b>	<p><b>Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies can attend the AGM in person.</b></p> <p>To do so, they will need to register in person at the registration counter(s) outside the AGM venue on the day of the event. Registration will commence at 9.30 a.m. on that day. Please bring along your NRIC/passport to enable the Company to verify your identity. The Company reserves the right to refuse admittance to the AGM if the attendee's identity cannot be verified accurately.</p> <p>Shareholders are advised not to attend the AGM if they are feeling unwell.</p>
2.	<b>Submit questions in advance of, or at, the AGM</b>	<p><b>Shareholders, including CPF and SRS investors, can submit questions in advance of, or at, the AGM.</b></p> <p><b>Submission of substantial and relevant questions in advance of the AGM.</b> Shareholders, including CPF and SRS investors, can submit substantial and relevant questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the Meeting, in advance of the AGM, in the following manner:</p> <p>(a) <b>By email</b> to <a href="mailto:gcasecretary@cdl.com.sg">gcasecretary@cdl.com.sg</a>; or</p> <p>(b) <b>By post</b> to Hong Leong Finance Limited, Corporate Secretariat, 16 Raffles Quay, #01-05 Hong Leong Building, Singapore 048581.</p> <p>To ensure that questions are received by the Company by the stipulated deadline set out below, shareholders are strongly encouraged to submit questions by email.</p>

**Annual General Meeting to be held on 27 April 2023**

		<p>When sending in your questions via email or by post, please also provide us with the following details for verification:</p> <ul style="list-style-type: none"><li>• full name as it appears on the CDP/CPF/SRS/Scrip share records;</li><li>• address;</li><li>• number of shares in the Company; and</li><li>• the manner in which the shares are held in the Company (eg. via CDP, CPF or SRS, or scrip based).</li></ul> <p><b>Deadline to submit questions in advance of AGM.</b> All questions must be received by 13 April 2023.</p> <p><b>Asking substantial and relevant questions at the AGM.</b> Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies can also ask the Chairman of the Meeting substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, at the AGM itself.</p> <p><b>Addressing questions.</b> The Company will address all substantial and relevant questions relating to the Annual Report 2022 and the other agenda items set out in the Notice of AGM received from shareholders prior to the AGM by publishing the responses to such questions on the Company's corporate website at the URL <a href="https://www.hlf.com.sg/investor-relations/agm.php">https://www.hlf.com.sg/investor-relations/agm.php</a> and on the SGX website at the URL <a href="https://www.sgx.com/securities/company-announcements">https://www.sgx.com/securities/company-announcements</a> by 20 April 2023.</p> <p>The Company will address any subsequent clarifications sought, or substantial and relevant follow-up questions (which are related to the resolutions to be tabled for approval at the AGM) received after the 13 April 2023 submission deadline which have not already been addressed prior to the AGM, as well as those substantial and relevant questions received at the AGM, at the AGM itself.</p> <p><b>Where substantially similar questions are received, the Company will consolidate such questions and consequently not all questions may be individually addressed.</b></p> <p><b>Minutes of AGM.</b> The Company will publish the minutes of the AGM on the Company's corporate website and on the SGX website within one month of the date of the AGM.</p>
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**Annual General Meeting to be held on 27 April 2023**

No.	Steps	Details
3.	<b>Submit proxy form to vote</b>	<p><b>Submission of proxy forms.</b> Shareholders who wish to submit a proxy form must first download the proxy form at the URL <a href="https://www.hlf.com.sg/investor-relations/agm.php">https://www.hlf.com.sg/investor-relations/agm.php</a> via the hyperlink “Proxy Form” under the caption “Annual General Meeting 2023”, and thereafter complete and sign the proxy form, before submitting it in the manner provided below:</p> <p>(a) if submitted by post, be deposited at the office of the Company’s Share 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 Company’s Share Registrar at <a href="mailto:gpe@mncsingapore.com">gpe@mncsingapore.com</a>,</p> <p>in either case, by <b>11.00 a.m. on 24 April 2023.</b></p> <p><b>Shareholders are strongly encouraged to submit completed proxy forms electronically via email.</b></p> <p>CPF and SRS investors who wish to appoint the Chairman of the Meeting as their proxy should approach their respective Agent Banks/SRS operators to submit their votes by <b>5.00 p.m. on 17 April 2023.</b></p> <p><b>Deemed revocation of proxy appointment if shareholder attends the AGM in person.</b> Completion and return of the form of proxy(ies) shall not preclude a member from attending, speaking and voting at the AGM. Any appointment of a proxy or proxies shall be deemed to be revoked if a shareholder attends the AGM in person, and in such event, the Company reserves the right to refuse to admit any person or persons appointed under the relevant form of proxy to the AGM.</p> <p><b>CPF and SRS investors.</b> CPF and SRS investors who hold HLF shares through CPF Agent Banks or SRS Operators:</p> <p>(a) may attend and vote at the AGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or</p> <p>(b) may appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM, in which case they should approach their CPF Agent Banks or SRS Operators to submit their votes by <b>5.00 p.m. on 17 April 2023.</b></p>