

ANNOUNCEMENT

10TH ANNUAL GENERAL MEETING TO BE HELD ON 22 JULY 2021

1. Background

Mapletree Commercial Trust Management Ltd., as manager (the “**Manager**”) of Mapletree Commercial Trust (“**MCT**”) refers to the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed entities in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means and 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 was gazetted on 13 April 2020, which sets out the alternative arrangements in respect of, *inter alia*, general meetings of real estate investment trusts.

2. Date, time and conduct of Annual General Meeting

The Manager wishes to announce that pursuant to the Order, MCT’s 10th Annual General Meeting (the “**AGM**”) will be held by way of electronic means, at **2.30 p.m. on Thursday, 22 July 2021 (Singapore Time)**.

The Manager’s Chairman, Mr Tsang Yam Pui, or another Non-Executive Director, and Chief Executive Officer, Ms Sharon Lim, will conduct the proceedings of the AGM.

3. Notice of AGM and Proxy Form

The Notice of AGM and Proxy Form will be sent to holders of units in MCT (“**Units**” and the holders of Units, the “**Unitholders**”) in printed copies and also by electronic means via publication on MCT’s website at www.mapletreecommercialtrust.com (“**MCT’s website**”) and SGX’s website at www.sgx.com/securities/company-announcements.

4. No personal attendance at the AGM

As a precautionary measure to keep physical interactions and COVID-19 transmission risk to a minimum, the Manager is not providing for physical attendance by Unitholders at the AGM and the AGM will be conducted virtually.


5. **Alternative arrangements for the participation at the AGM:**

Unitholders and CPF and SRS investors may participate in the AGM via the following arrangements:

(a) **observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream:**

Unitholders and CPF and SRS investors will be able to observe and/or listen to the AGM proceedings through a live audio-visual webcast or live audio-only stream via their mobile phones, tablets or computers.

In order to do so, Unitholders and CPF and SRS investors must pre-register at MCT's website from now until **2.30 p.m. on Monday, 19 July 2021** to enable the Manager to verify their status as Unitholders:

Unitholders and CPF and SRS investors can scan the Quick Response ("QR") code to pre-register for the AGM	
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Following the verification, authenticated Unitholders and CPF and SRS investors will receive an email, which will contain a unique user ID and password details as well as instructions on how to access the live audio-visual webcast and live audio-only stream of the AGM proceedings and submit questions during the AGM via the online chat box, ("**Confirmation Email**") by **2.30 p.m. on Wednesday, 21 July 2021**. Unitholders and CPF and SRS investors who have pre-registered by the 19 July 2021 deadline but fail to receive the Confirmation Email by 2.30 p.m. on Wednesday, 21 July 2021 should immediately contact the Unit Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9768 / +65 6230 9564 or email at MapletreeAGM2021@boardroomlimited.com.

(b) **Submitting questions**

(i) **Submitting questions in advance of the AGM**

Unitholders and CPF and SRS investors are encouraged to submit their questions related to the resolutions to be tabled for approval at the AGM, in advance of the AGM, in the following manner:

Questions must be submitted in the following manner by **2.30 p.m. on Monday, 19 July 2021**:

- (i) via MCT's website; or
- (ii) via email to the Manager, at enquiries_mct@mapletree.com.sg.

Unitholders and CPF and SRS investors who submit questions via email must provide the following information for authentication:

- (1) the Unitholder's full name;
- (2) the Unitholder's address; and
- (3) the manner in which the Unitholder holds Units in MCT (e.g., via CDP, scrip, CPF or SRS).

(ii) Submitting questions during the AGM via the online chat box:

Authenticated Unitholders and CPF and SRS investors will also be able to ask questions "live" at the AGM via the online chat box at the live audio-visual webcast platform. Illustrated instructions on how to submit questions via the online chat box will be provided in the Confirmation Email.

(iii) Addressing questions

The Manager will endeavour to address all substantial and relevant questions submitted in advance of the AGM, either prior to or during the AGM. As there may not be sufficient time to address all such questions during the AGM itself, the Manager will publish responses to questions which the Manager will not be addressing during the AGM, on MCT's website and on SGXNET prior to the AGM. The Manager will publish the minutes of the AGM on MCT's website and on SGXNET, and the minutes will also include the responses to the substantial and relevant questions which are addressed during the AGM.

(c) Voting by Proxy only

Unitholders and CPF and SRS investors may only vote by appointing the Chairman of the AGM (see paragraph 6 and 7 below for further details on voting by proxy only).

6. Voting by Proxy only

Unitholders (whether individual or corporate) must appoint the Chairman of the AGM as their proxy, to attend, speak and vote on their behalf at the AGM if they wish to exercise their voting rights at the AGM. The Proxy Form may be accessed at MCT's website, and will also be made available on the SGX's website at www.sgx.com/securities/company-announcements.

Where Unitholders (whether individual or corporate) appoint Chairman of the AGM as their proxy, they 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 AGM as proxy for that resolution will be treated as invalid.

- The Proxy Form must be submitted in the following manner:
 - a. if submitted by post, be lodged at the Unit Registrar's office at Boardroom Corporate & Advisory Services Pte. Ltd., 50 Raffles Place #32-01, Singapore Land Tower, Singapore 048623; or

- b. if submitted electronically, be submitted via email to the Unit Registrar at MapletreeAGM2021@boardroomlimited.com,

in either case, by no later than **2.30 p.m. on Monday, 19 July 2021**, being 72 hours before the time fixed for the AGM.

A Unitholder 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.

In view of the current COVID-19 situation in Singapore, Unitholders are strongly encouraged to submit completed proxy forms electronically via email.

7. Relevant intermediaries

Persons who hold Units through relevant intermediaries (as defined in Section 181 of the Companies Act, Chapter 50 of Singapore) and who wish to participate in the AGM by (a) observing and/or listening to the AGM proceedings through live audio-visual webcast or live audio-only stream; (b) submitting questions in advance of the AGM; (c) submitting questions during the AGM via the online chat box and/or (d) appointing the Chairman of the AGM as proxy to attend, speak and vote on their behalf at the AGM, should contact the relevant intermediary through which they hold such Units as soon as possible in order to make the necessary arrangements for them to participate in the AGM.

In addition, CPF or SRS investors who wish to appoint the Chairman of the AGM as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes by **2.30 p.m. on Monday, 12 July 2021**, being 7 working days before the date of the AGM.

8. The table below sets out the key dates/deadlines for Unitholders to note:

Key dates	Actions
Wednesday, 23 June 2021	Unitholders and CPF and SRS investors may begin to pre-register at MCT's website for the AGM proceedings.
2.30 p.m. on Monday, 12 July 2021	Deadline for CPF and SRS investors who wish to appoint the Chairman of the AGM as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
2.30 p.m. on Monday, 19 July 2021	<ul style="list-style-type: none"> • Deadline for Unitholders and CPF and SRS investors: <ul style="list-style-type: none"> (a) to submit questions in advance; and (b) to pre-register for the AGM proceedings. • Deadline for Unitholders to submit proxy forms (via post to the Unit Registrar's office or email at MapletreeAGM2021@boardroomlimited.com).
2.30 p.m. on Wednesday, 21 July 2021	<ul style="list-style-type: none"> • Authenticated Unitholders and CPF and SRS investors who have pre-registered for the AGM will receive the Confirmation Email which will contain a unique user ID and password details, as well as instructions on how to access the AGM proceedings. • Unitholders and CPF and SRS investors who do not receive the Confirmation Email by 2.30 p.m. on 14 July 2021, but have registered

	by the 12 July 2021 deadline should contact the Unit Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9768 / +65 6230 9564 or email at MapletreeAGM2021@boardroomlimited.com .
2.30 p.m. on Thursday, 15 July 2021	<ul style="list-style-type: none"> • Click on the link in the Confirmation Email and enter the unique user ID and password to access the live audio-visual webcast of the AGM proceedings; or • Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.

9. Annual Report 2020/21 and related documents

MCT's Annual Report 2020/21, as well as related documents including the Notice of AGM and the Proxy Form have been published on MCT's website and SGX's website at www.sgx.com/securities/company-announcements.

10. For more information, Unitholders can contact the Manager at enquiries_mct@mapletree.com.sg or the Unit Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9768 / +65 6230 9564 or email at MapletreeAGM2021@boardroomlimited.com.

11. **Due to the constantly evolving COVID-19 situation in Singapore, the Manager may be required to change the arrangements for the AGM at short notice. Unitholders should check MCT's website for the latest updates on the status of the AGM.**

The Manager would like to thank all Unitholders for their patience and co-operation in enabling us to hold the AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

By Order of the Board
Wan Kwong Weng
Joint Company Secretary
Mapletree Commercial Trust Management Ltd.
(Company Registration No. 200708826C)
As Manager of Mapletree Commercial Trust

23 June 2021

Important Notice

This announcement is for information only and does not constitute an invitation or offer to acquire, purchase or subscribe for units in MCT ("**Units**"). This announcement is not for release, publication or distribution, directly or indirectly, in or into the United States and should not be distributed, forwarded to or transmitted in or into any jurisdiction where to do so might constitute a violation of applicable securities laws or regulations.

The value of Units and the income derived from them may fall as well as rise. Units are not obligations of, deposits in, or guaranteed by the Manager, or any of its affiliates. An investment in Units is subject to investment risks, including the possible loss of the principal amount invested.

Investors have no right to request the Manager to redeem their Units while the Units are listed. It is intended that Unitholders of MCT may only deal in their Units through trading on the Singapore Exchange Securities Trading Limited ("**SGX-ST**"). Listing of the Units on the SGX-ST does not guarantee a liquid market for the Units.

The past performance of MCT and the Manager is not necessarily indicative of the future performance of MCT and the Manager.