



Trust Management (Suntec) Limited

Suntec Real Estate Investment Trust  
("Suntec REIT")



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## ANNUAL GENERAL MEETING TO BE HELD ON 15 APRIL 2021

- 1. Background:** ARA Trust Management (Suntec) Limited, the manager of Suntec REIT (the "**Manager**"), refers to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 which was gazetted on 13 April 2020 (the "**Order**"), and the Joint Statement by Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation in relation to Guidance on the Conduct of General Meetings Amid Evolving COVID-19 Situation issued on 1 October 2020 which sets out the alternative arrangements in respect of, *inter alia*, general meetings of real estate investment trusts and business trusts.
- 2. Date, time and conduct of Annual General Meeting:** The Manager wishes to announce that pursuant to the Order, the Annual General Meeting of Suntec REIT (the "**AGM**") will be convened and held by way of electronic means, on Thursday, 15 April 2021 at 10.30 a.m. (Singapore Time).

The Manager's Chairman, Ms Chew Gek Khim, and Chief Executive Officer, Mr Chong Kee Hiong, will conduct the proceedings of the AGM. The Manager will endeavour to address all substantial and relevant questions which holders of units in Suntec REIT ("**Units**", and the holders of Units, the "**Unitholders**") have submitted in advance of the AGM prior to or during the AGM.
- 3. Notice of AGM and proxy form:** Printed copies of the Notice of AGM (including the Appendix to the Notice of AGM) and proxy form will be sent to Unitholders' registered addresses, by electronic means via publication on Suntec REIT's website at the URL <https://suntecreit.listedcompany.com/newsroom.html>, and will also be made available on the website of Singapore Exchange Securities Trading Limited at the URL <https://www.sgx.com/securities/company-announcements>.
- 4. No personal attendance at AGM:** Due to the current COVID-19 situation in Singapore, Unitholders will not be able to attend the AGM in person.

5. **Alternative arrangements for participation at the AGM:** Unitholders may participate at 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
- (iii) appointing the Chairman of the AGM as proxy to attend, speak and vote on their behalf at the AGM.

Alternative arrangements relating to attendance at the AGM via electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the AGM in advance of the AGM, addressing of substantial and relevant questions prior to or at the AGM and voting by appointing the Chairman of the AGM as proxy at the AGM, are set out in the Notice of AGM.

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

Key dates	Actions
<b>9.00 a.m. on 31 March 2021 (Wednesday)</b>	Unitholders and CPF and SRS investors may begin to pre-register at <a href="https://suntecreit.listedcompany.com/agm2021/">https://suntecreit.listedcompany.com/agm2021/</a> for live audio-visual webcast/live audio-only stream of the AGM proceedings
<b>5.00 p.m. on 5 April 2021 (Monday)</b>	Deadline for CPF or 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.
<b>10.30 a.m. on 13 April 2021 (Tuesday)</b>	Deadline for Unitholders and CPF and SRS investors to: <ul style="list-style-type: none"> <li>• pre-register for live audio-visual webcast or live audio-only stream of the AGM proceedings; and</li> <li>• submit questions in advance.</li> </ul> Deadline for Unitholders to: <ul style="list-style-type: none"> <li>• submit proxy forms</li> </ul>
<b>12.00 p.m. on 14 April 2021 (Wednesday)</b>	Authenticated Unitholders and CPF and SRS investors will receive an email which will contain unique user ID and password details, as well as instructions on how to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings (the “ <b>Confirmation Email</b> ”).  Unitholders and CPF and SRS investors who do not receive the Confirmation Email by 12.00 p.m. on 14 April 2021, but have registered by the 13 April 2021 deadline should contact Suntec REIT’s Unit Registrar, Boardroom Corporate & Advisory Services

Key dates	Actions
	Pte. Ltd., at +65 6230 9768 or +65 6230 9580, or via email at <a href="mailto:SRS.TeamD@boardroomlimited.com">SRS.TeamD@boardroomlimited.com</a> .
<b>10.30 a.m. on 15 April 2021 (Thursday)</b>	<ul style="list-style-type: none"> <li>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</li> <li>Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.</li> </ul>

7. **Annual Report 2020:** The Annual Report 2020 and the Appendix to the Notice of AGM dated 31 March 2021 (in relation to the proposed renewal of the unit buy-back mandate) may be accessed at Suntec REIT's website as follows:
- the Annual Report 2020 may be accessed at the URL <https://suntecreit.listedcompany.com/ar.html> by clicking on the link for "Annual Report 2020"; and
  - the Appendix to the Notice of AGM dated 31 March 2021 may be accessed at the URL <https://suntecreit.listedcompany.com/agm-egm.html> by clicking on the link for "Notice of AGM and Appendix" under 2021 AGM Announcements.
8. **Further information:** For more information, Unitholders can refer to Suntec REIT's website at the URL <https://suntecreit.listedcompany.com/newsroom.html>, or call our hotline numbers at +65 6835 9232.
9. **Important reminder:** Due to the COVID-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Unitholders should check Suntec REIT's website at the URL <https://suntecreit.listedcompany.com/newsroom.html> 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 our AGM with the optimum safe distancing measures amidst the current COVID-19 pandemic.

By Order of the Board  
ARA Trust Management (Suntec) Limited  
(as manager of Suntec Real Estate Investment Trust)  
(Company registration no. 200410976R)

Chong Kee Hiong  
Director  
31 March 2021

## **ABOUT SUNTEC REIT**

Listed on 9 December 2004, Suntec REIT holds properties in Suntec City, Singapore's largest integrated commercial development (including one of Singapore's largest shopping mall), a 66.3% interest in Suntec Singapore Convention & Exhibition Centre, a one-third interest in One Raffles Quay, a one-third interest in Marina Bay Financial Centre Towers 1 and 2 and the Marina Bay Link Mall and a 30.0% interest in 9 Penang Road. Suntec REIT holds a 100% interest in a commercial building located at 177 Pacific Highway, Sydney, a 100% interest in a commercial building located at 21 Harris Street, Pyrmont, Sydney, a 50.0% interest in Southgate Complex, Melbourne, a 50.0% interest in a commercial building located at Olderfleet 477 Collins Street, Melbourne and a 100% interest in a commercial building located at 55 Currie Street, Adelaide, Australia. Suntec REIT also holds a 50.0% interest in Nova Properties located in London, United Kingdom. Its aim is to invest in income-producing real estate which is primarily used for office and/or retail purposes. Suntec REIT is managed by an external manager, ARA Trust Management (Suntec) Limited. For more details, please visit [www.suntecreit.com](http://www.suntecreit.com).

## **ABOUT ARA TRUST MANAGEMENT (SUNTEC) LIMITED**

Suntec REIT is managed by ARA Trust Management (Suntec) Limited, a wholly-owned subsidiary of ARA Asset Management Limited ("**ARA**" or the "**ARA Group**").

Founded in 2002 and driven by a mission to be best-in-class, ARA is a leading APAC real assets fund manager with a global reach.

ARA operates a diversified platform across assets, strategies and geographies, with approximately S\$119 billion<sup>1</sup> in gross assets under management globally, as at 31 December 2020. It offers value-added investment solutions in both public and private markets, managing listed and unlisted real estate investment trusts (REITs) and private funds in real estate, infrastructure and credit across 28 countries. As part of its investor-operator philosophy, the ARA Group also operates a real estate management services division with local teams to manage its assets worldwide.

ARA's multi-platform, multi-product global fund management business is driven by dedicated teams with in-depth knowledge and local expertise in all countries where it operates and invests. The ARA Group strives to work sustainably, is mindful of its impact on the environment, and aims to leverage technology to work smart and achieve better outcomes for its stakeholders. Built on a foundation of strong corporate governance and business integrity, ARA manages funds on behalf of many of the world's largest pension funds, sovereign wealth funds and financial institutions.

For more information, please visit <http://www.ara-group.com>.

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<sup>1</sup> Includes assets under management by ARA Asset Management Limited and the Group of companies and its Associates as at 31 December 2020.

**IMPORTANT NOTICE**

This announcement is for information purposes only and does not constitute or form part of any offer or invitation to sell or issue, or any solicitation of any offer to subscribe for or acquire, Units in any jurisdiction in which such an offer or solicitation is unlawful.

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 may only deal in their Units through trading on the SGX-ST. Listing of the Units on the SGX-ST does not guarantee a liquid market for the Units. The past performance of Suntec REIT is not necessarily indicative of the future performance of Suntec REIT.