

### INVESTCORP

# **Registration** and **Attendance** Instructions

2022 Ordinary General Meeting ("OGM") and Extraordinary General Meeting ("EGM") will utilise eAGM Portal powered by Lumi.

Registration and pre-voting will open at **09:00 am** on **September 13<sup>th</sup>, 2022.** 

Instructions for registering, voting and attending the OGM and EGM are as follows:

### To register as a Shareholder or Proxyholder:

Please visit:

https://reg.lumiengage.com/investocorp-gm-22-9-2022/using the latest versions of Google Chrome, Firefox or Safari.

- 1. Once the registration button is activated, please click on the appropriate registration button, fill out the required fields, attach the required documents and electronically sign to confirm the information provided is correct.
  - Please note that photographic ID is required to be uploaded to complete the verification process for both Shareholders and Proxyholders, additionally, if registering as a Proxyholder, the Proxy form (available on Investcorp's website and the eAGM platform) will need to be completed, signed and uploaded.
- 2. During the registration process the Shareholder/Proxyholder will need to activate their device camera to capture his/her selfie.
- 3. Once registration is approved a confirmation email will be sent to you including
  - (i) Meeting ID and link,
  - (ii) Username and
  - (iii) Password to allow access to voting and the meeting itself.

### To attend as a Shareholder or Proxyholder:

Please visit the link provided in the confirmation email using the latest versions of Google Chrome, Firefox or Safari.

- 1. You will be required to enter your username and password previously provided to you in the confirmation email following the registration process. (screen 1)
- 2. Once your credentials have been verified you will be admitted into the meeting where Investcorp's home screen will be displayed. (screen 2)
- 3. You can watch and Listen to the Live webcast by clicking on the broadcast icon at the bottom of the screen. 

  STROADCAST > (screen 2)







### (screen 5)



(screen 6)

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- 4. You can ask a question by selecting the messaging icon the top of the screen, any questions will be moderated before being sent to the Chairman to avoid duplication and will be addressed once all agenda items have been discussed if appropriate.
- 5. You can view the meeting Agenda by clicking on the Documents lcon on the top of the screen. (screen 4)
- 6. During the live meeting and once all agenda items have been reported and discussed. Shareholders and Proxyholders will be given a maximum of two minutes (the "Voting Window") to vote for each item individually, or collectively, Your vote will be captured in real time and a confirmation message will appear to show that your vote has been received.
- 7. You will be able to change your vote within the Voting Window by selecting 'Cancel' and re-selecting your voting option(s).
- 8. No vote will be recorded if a Shareholder or Proxyholder fails to make a selection during the Voting Window. ...

### To Pre-Vote as a Shareholder or Proxyholder:

The eAGM portal allows Shareholders and Proxyholders to pre-vote on all matters ahead of the live meetings. Please visit the link provided in the confirmation email using the latest versions of Google Chrome, Firefox or Safari.

- 1. You will be required to enter your username and password previously provided to you in the confirmation email following the registration process.
- 2. Once your credentials have been verified you will be able to pre-vote on the matters to be discussed at the OGM and the EGM. (screen 5)
- 3. On the home screen please click on the Voting icon . , (this icon will disappear once the meeting starts). (screen 6)
- 4. Cast your votes for each item individually or collectively . There is NO Submit button, a 'Vote Received' message will appear as confirmation of your selection(s).
- 5. The results of any pre-votes will be added to the results of the live voting on the day of the meeting.