

# MULTI WATER HOLDINGS, LTD.

UEN: 201723246Z

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## INSTRUCTIONS TO SHAREHOLDERS FOR EXTRAORDINARY GENERAL MEETING (“EGM”)

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### 1. DATE OF EXTRAORDINARY GENERAL MEETING

The Board wishes to inform shareholders that the Extraordinary General Meeting (“EGM”) of the Company will be held by way of electronic means on **Wednesday, 23 October 2024 at 2.00 p.m.**

The Company will upload/has uploaded the following documents in connection with the EGM on the Company’s corporate website at <https://www.multiwater-hl.com/corporate-news>:

- (a) the notice of the EGM dated 30 September 2024 (the “**Notice of EGM**”);
- (b) the circular to shareholders (the “**Circular**”);
- (c) the proxy form (the “**Proxy Form**”); and
- (d) the instructions to shareholders for Extraordinary General Meeting.

### 2. ALTERNATIVE ARRANGEMENTS FOR EGM

#### (a) No physical attendance

As the EGM will be held by way of electronic means, shareholders will **NOT** be able to attend the EGM in person. The proceedings of the EGM will be broadcasted live through audio-visual webcast or live audio-only stream. Shareholders will be able to vote online on the resolutions to be tabled for approval at the EGM. Alternative arrangements have been put in place to allow shareholders to participate in the EGM by:

- (i) observing the EGM proceedings contemporaneously through a “live” audio-visual webcast of the EGM (the “**Live Webcast**”) via their mobile phones, tablets or computers. Shareholders who wish to participate as such will have to pre-register in the manner outlined in paragraph 4(b) below;
- (ii) submitting questions, if any, in advance of the EGM or “live” at the EGM; please refer to paragraph 4(c) below for further details; and
- (iii) voting at the EGM (i) “live” by the shareholders themselves or their duly appointed proxy(ies) (other than the Chairman of the Meeting)<sup>1</sup> via electronic means; or (ii) by appointing the Chairman of the Meeting as proxy to vote on their behalf at the EGM.

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<sup>1</sup> For the avoidance of doubt, CPF and SRS investors will not be able to appoint third party proxy(ies) (i.e., persons other than the Chairman of the Meeting) to vote “live” at the EGM on their behalf.

**(b) Pre-registration**

To attend the Live Webcast, shareholders and investors holding shares in the Company including Central Provident Fund (“**CPF**”) or Supplementary Retirement Scheme (“**SRS**”) (“**CPF/SRS investors**”) will have to follow these steps:

- (i) Shareholders and CPF/SRS investors must pre-register via the link <https://www.multiwater-hl.com/corporate-news> (“**Pre-registration Website**”), from **6.00 p.m. on Monday, 30 September 2024 till Sunday, 20 October 2024 at 2.00 p.m.** (the “**Registration Deadline**”) to enable the Company to verify their status as shareholders and CPF/SRS investors.

Following the verification, authenticated shareholders and CPF/SRS investors will receive an email confirmation with unique link, ID and password details to access the Live Webcast of the EGM proceedings (“**Confirmation Email**”) according to the option selected.

- (ii) Shareholders and CPS/SRS investors who have pre-registered by the Registration Deadline but do not receive the Confirmation Email by **2.00 p.m. on Tuesday, 22 October 2024** should contact the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd. by telephone at +65 6536 5355 from Monday to Friday between 9.00 a.m. and 4.00 p.m. or by email at [srs.teamc@boardroomlimited.com](mailto:srs.teamc@boardroomlimited.com).

Shareholders **MUST NOT** forward the unique link to other persons who are not Shareholders and who are not entitled to attend the EGM.

Investors who hold shares through relevant intermediaries as defined in section 181 of the Companies Act 1967 of Singapore (“Investors”) (other than CPF/SRS Investors) will not be able to pre-register at the Pre-registration Website for the “live” broadcast of the EGM. An Investor (other than CPF/SRS Investors) who wishes to participate in the “live” broadcast of the EGM should instead approach his/her relevant intermediary as soon as possible in order for the relevant intermediary to make the necessary arrangements to pre-register. The relevant intermediary is required to submit a consolidated list of participants (setting out in respect of each participant, his/her name, email address and identification number) to the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632 or via email to [srs.proxy@boardroomlimited.com](mailto:srs.proxy@boardroomlimited.com) no later than **2.00 p.m. on Sunday, 20 October 2024**.

**(c) Submission of questions**

Shareholders and CPF/SRS Investors may submit questions related to the resolutions to be tabled for approval at the EGM, if any, via pre-registration website before **2.00 p.m. on Tuesday, 15 October 2024** (the “**Submission Deadline**”).

The Board and management will try to address relevant and substantial questions (as may

be determined by them) prior to, or at, the EGM.

Investors holding shares through relevant intermediaries (other than CPF/SRS Investors) will not be able to submit questions relating to the business of the EGM via the above means. Instead, they should approach their relevant intermediaries as soon as possible for the relevant intermediaries to make the necessary arrangements for them to submit questions in advance of the EGM before the Submission Deadline.

**(d) Voting by proxy**

Members (whether individuals or body corporates) may appoint proxy(ies) to vote on their behalf at the EGM. The proxy(ies) need not be a member of the Company. The proxy form may be accessed on the Company's website at <https://www.multiwater-hl.com/corporate-news>. Where a member (whether individual or body corporate) appoints proxy(ies), he/she/it must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the proxy form, failing which the appointment of the proxy for that resolution will be treated as invalid.

The duly executed proxy form must be submitted to the Company in the following manner by 2.00 p.m. on Sunday, 20 October 2024, not less than 72 hours before the time appointed for holding the EGM:

- i. If submitted by post, must be deposited with the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue #14-07 Keppel Bay Tower Singapore 098632; or
- ii. If submitted electronically, be sent by email to [srs.proxy@boardroomlimited.com](mailto:srs.proxy@boardroomlimited.com).

A member who wishes to submit the proxy form must first download, complete with specific voting instruction and sign the proxy form, before submitting it by post to the address provided above, or before scanning and sending it as an attachment by electronic means to the email address provided above.

The proxy form is not valid for use by CPF/SRS Investors and shall be ineffective for all intents and purposes if used or purported to be used by them. An Investor who wishes to vote should instead approach his/her relevant intermediary as soon as possible to specify his/her voting instructions. CPF/SRS Investors who wish to appoint proxy should approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions by 2.00 p.m. on Monday, 14 October 2024, being seven (7) working days before the date of the EGM.

**5. 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
From 6.00 p.m. on 30 September 2024 (Monday)	Shareholders and CPF/SRS investors may begin to pre-register for the Live Webcast of the EGM proceedings and submit their questions (if any) at the Pre-registration Website <a href="https://www.multiwater-hl.com/corporate-news">https://www.multiwater-hl.com/corporate-news</a> . Shareholders may begin to submit their proxy form either by mail to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue #14-07 Keppel Bay Tower Singapore 098632; or by email to <a href="mailto:srs.proxy@boardroomlimited.com">srs.proxy@boardroomlimited.com</a> .
2.00 p.m. on 14 October 2024 (Monday)	Deadline for CPF/SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their voting instructions.
2.00 p.m. on 15 October 2024 (Tuesday)	Submission of questions in advance via the Pre-Registration Website at <a href="https://www.multiwater-hl.com/corporate-news">https://www.multiwater-hl.com/corporate-news</a> .
2.00 p.m. on 20 October 2024 (Sunday)	Deadline for shareholders and CPF/SRS investors to pre-register for the Live Webcast of the EGM proceedings via the Pre-registration Website at <a href="https://www.multiwater-hl.com/corporate-news">https://www.multiwater-hl.com/corporate-news</a> . Deadline for shareholders to submit proxy forms either by mail to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue #14-07 Keppel Bay Tower Singapore 098632 or by email to <a href="mailto:srs.teamc@boardroomlimited.com">srs.teamc@boardroomlimited.com</a> .
2.00 p.m. on 22 October 2024 (Tuesday)	Authenticated shareholders and CPF/SRS investors will receive a Confirmation Email containing a unique link to access the Live Webcast of the EGM proceedings. Shareholders and CPF/SRS investors who have pre-registered by 2.00 p.m. on Sunday, 20 October 2024 but do not receive the Confirmation Email by 2.00 p.m. on Tuesday, 22 October 2024 deadline should contact the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd. by telephone at +65 6536 5355 from Monday to Friday between 9.00 a.m. and 4.00 p.m. or by email at <a href="mailto:srs.teamc@boardroomlimited.com">srs.teamc@boardroomlimited.com</a> .
Time and date of EGM – 2.00 p.m. on 23 October 2024 (Wednesday)	Click on the unique link in the Confirmation Email to access the Live Webcast via mobile phones, tablets or computers of the EGM proceedings.

**The Company may be required to change its EGM arrangements at short notice. Shareholders are advised to closely monitor announcements made by the Company on its corporate website for the latest updates on the status of the EGM.**

By Order of the Board  
Company Director  
30 September 2024