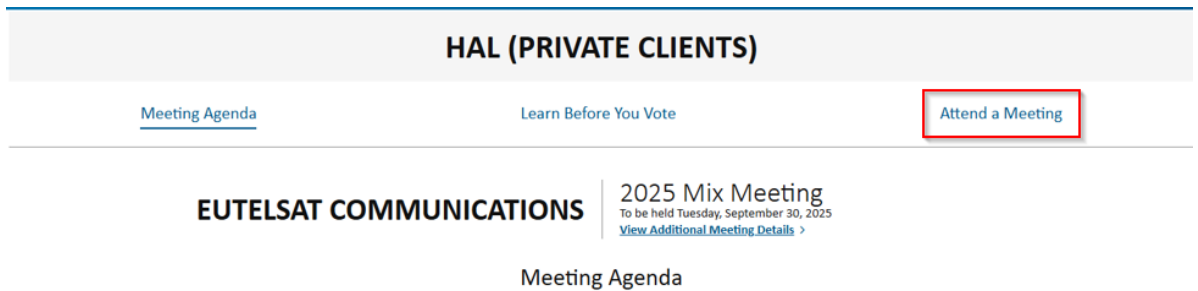


Submitting an Attendance Request through ProxyVote

1. Follow the links from the platform to the ballot for the account you wish to view and take action on.
2. Click on the option to attend the meeting “Attend a Meeting” shown at the top right of the screen:



3. Enter the details of the attendee. This will be in two sections – firstly there is an option to indicate if the person completing the form is attending themselves or if the attendee is a representative. This is shown by completing these options:

Who will be attending this meeting?

Myself

A proxy, who will exercise my voting rights:

4. The second section is to include the full details of the attendee which will be needed for processing. Compulsory fields are marked with ‘*’ and are based on what most markets require to be able to process the attendance ticket. We recommend that as many fields as possible are completed:

Attendee Details *Required Field

Share Registration Name

Business Phone Number

First Name*

Email Address (Please supply in case of any issues with your request.)

Last Name*

Date Of Birth

Street Address*

Country Of Birth

City*

Gender*
 (Acknowledgement of gender may be a market-specific or issuer-specific requirement)

State / province

Passport Number

ZIP / Postal Code

Country Of Issue

Country*

Other Identification (if no passport)

Comments / Special Instructions

Attendance Card Option

Send to Attendee's address, entered above

Send to Attendee at a different address

- For any special requests or requirements, such as a ticket for a second attendee, please use the box at the bottom right marked "Comments / Special Instructions" to provide the name, address and personal details of the additional attendee, remembering to state the number of shares that they and the main attendee will each represent out of the total available.

Comments / Special Instructions

- Once the request has been received, Broadridge will review all the information that has been provided and will submit a request to the local market agent as appropriate. They will then take the request forward and produce any documentation which may be required and may send this to the attendee directly. If this documentation is passed to Broadridge, we will send it to HAL so that they can notify their clients. If we do not receive anything, we would advise the client to proceed to the meeting with the identification documents that they have listed when submitting the request, and we would expect them to be admitted to the meeting to vote.