INTRACO LIMITED

(Company Registration Number: 196800526Z) (Incorporated in the Republic of Singapore)

Unless otherwise defined or the context otherwise requires, all capitalised terms herein shall bear the same meaning as used in the circular dated 15 May 2022 issued by the Company (the "**Circular**").

NOTICE IS HEREBY GIVEN that an Extraordinary General Meeting (the "**EGM**") of **INTRACO LIMITED** (the "**Company**") will be held on 6 June 2022 at 10.00 am via electronic means for the purposes of considering and, if thought fit, passing (with or without modifications) the following ordinary resolutions:

ORDINARY RESOLUTION 1 — THE PROPOSED ACQUISITION OF 51% OF THE TOTAL ISSUED AND PAID UP SHARES OF MHC SG

That, subject to and contingent upon the passing of Ordinary Resolutions 2, 3 and 4:

- (1) approval be and is hereby given for the acquisition of 51% of the total issued and paid up share capital of MHC SG by the Company from the Sellers (and/or their respective Affiliates), in consideration for the allotment and issue to the Sellers of:
 - (A) 42,000,000 Consideration Shares at an issue price of S\$0.50 per Consideration Share, comprising 21,000,000 Consideration Shares to be issued to Carnegie (and/or, if notified by him, his Affiliates) and 21,000,000 Consideration Shares to be issued to Sergienko (and/or, if notified by him, his Affiliates); and
 - (B) 52,500,000 Consideration Warrants each carrying the right to subscribe for 1 new ordinary share in the Company, comprising 26,250,000 Consideration Warrants to be issued to Carnegie (and/or, if notified by him, his Affiliates) and 26,250,000 Consideration Warrants to be issued to Sergienko (and/or if notified by him, his Affiliates);
- (2) any director or the Chief Executive Officer of the Company be and is hereby authorised to prepare, amend, finalise, execute and deliver all such agreements, deeds, instruments and other documents, and do all such acts and things, make such arrangements and take such steps, for and on behalf of the Company, as he may consider necessary or expedient for the purposes of or in connection with this resolution; and
- (3) to the extent that any of the aforementioned acts or things have been done or undertaken, they be and are hereby ratified, approved and confirmed.

ORDINARY RESOLUTION 2 — ALLOTMENT AND ISSUE OF CONSIDERATION SHARES TO THE SELLERS (AND/OR THEIR RESPECTIVE AFFILIATES)

That, subject to and contingent upon the passing of Ordinary Resolutions 1, 3 and 4, approval be and is hereby given for:

- (1) the allotment and issue to Carnegie (and/or, if notified by him, his Affiliates) of 21,000,000 Consideration Shares, in accordance with the terms of the Acquisition Agreement;
- (2) the allotment and issue to Sergienko (and/or, if notified by him, his Affiliates) of 21,000,000 Consideration Shares, in accordance with the terms of the Acquisition Agreement;
- (3) the allotment and issue to the Sellers (and/or, if notified by the Sellers, their respective Affiliates) of such additional Consideration Shares as may be required or permitted to be issued in accordance with the adjustment events set out in the Acquisition Agreement (any such additional Consideration Shares to rank *pari passu* with the existing Consideration Shares and for all purposes form part of the same series, save as otherwise provided in the Acquisition Agreement;

- (4) any director or the Chief Executive Officer of the Company be and is hereby authorised to prepare, amend, finalise, execute and deliver all such agreements, deeds, instruments and other documents, and do all such acts and things, make such arrangements and take such steps, for and on behalf of the Company, as he may consider necessary or expedient for the purposes of or in connection with this resolution; and
- (5) to the extent that any of the aforementioned acts or things have been done or undertaken, they be and are hereby ratified, approved and confirmed.

ORDINARY RESOLUTION 3 — ALLOTMENT AND ISSUE OF CONSIDERATION WARRANTS AND NEW CONSIDERATION WARRANTS TO THE SELLERS (AND/OR THEIR RESPECTIVE AFFILIATES) AND THE ALLOTMENT AND ISSUE OF SUCH NUMBER OF SHARES AS MAY BE REQUIRED OR PERMITTED TO BE ALLOTTED AND ISSUED UPON THE EXERCISE OF THE CONSIDERATION WARRANTS AND THE NEW CONSIDERATION WARRANTS, TO THE HOLDERS OF THE CONSIDERATION WARRANTS AND NEW CONSIDERATION WARRANTS

That, subject to and contingent upon the passing of Ordinary Resolutions 1, 2 and 4, approval be and is hereby given for:

- (6) the allotment and issue to Carnegie (and/or, if notified by him, his Affiliates) of 26,250,000 Consideration Warrants, subject to and otherwise in accordance with the terms and conditions of the Acquisition Agreement and the Deed Poll;
- (7) the allotment and issue to Sergienko (and/or, if notified by him, his Affiliates) of 26,250,000 Consideration Warrants, subject to and otherwise in accordance with the terms and conditions of the Acquisition Agreement and the Deed Poll;
- (8) the allotment and issue of such additional Consideration Warrants to the Sellers (and/or, if notified by the Sellers, their respective Affiliates) as may be required or permitted to be issued in accordance with the adjustment events as set out in the Acquisition Agreement and/or the Deed Poll (any such additional Consideration Warrants to rank *pari passu* with the existing Consideration Warrants and for all purposes to form part of the same series, save as otherwise be provided in the Deed Poll);
- (9) upon the lapsing of the Balance Consideration Warrants as at the expiry of the Exercise Period, the creation, the allotment and issue of such number of New Consideration Warrants to the Sellers (and/or, if notified by the Sellers, their respective Affiliates) which shall be equivalent to the Balance Consideration Warrants, subject to and otherwise in accordance with the terms of the New Deed Poll;
- (10) the allotment and issue of such additional New Consideration Warrants to the Sellers (and/or, if notified by the Sellers, their respective Affiliates) as may be required or permitted to be issued in accordance with the adjustment events as set out in the New Deed Poll (any such additional New Consideration Warrants to rank *pari passu* with the existing New Consideration Warrants and for all purposes to form part of the same series, save as otherwise be provided in the New Deed Poll);
- (11) the allotment and issue of, upon the exercise of the Consideration Warrants, such number of Shares to the holders of the Consideration Warrants as may be required or permitted to be allotted and issued to the relevant holder of such Consideration Warrants on the exercise of the Consideration Warrants subject to and otherwise in accordance with the Deed Poll, such Shares to be credited as fully paid when issued and ranking for any dividends, rights, allocations or other distributions, the record date for which is on or after the relevant exercise date, and subject as aforesaid, *pari passu* in all respects with the then existing Shares;
- (12) the allotment and issue of, on the same basis as sub-paragraph (11) above, such additional Shares to the holders of the Consideration Warrants as may be required to be allotted and issued on the exercise of any additional Consideration Warrants referred to in sub-paragraph (8) above, such Shares to be credited as fully paid when issued and ranking for any dividends, rights, allocations or other distributions, the record date for which is on or after the relevant exercise date, and subject as aforesaid, *pari passu* in all other respects with the then existing Shares;

- (13) the allotment and issue of, upon the exercise of the New Consideration Warrants, such number of Shares to the holders of the New Consideration Warrants as may be required or permitted to be allotted and issued to the relevant holder of such New Consideration Warrants on the exercise of the New Consideration Warrants subject to and otherwise in accordance with the New Deed Poll, such Shares to be credited as fully paid when issued and ranking for any dividends, rights, allocations or other distributions, the record date for which is on or after the relevant exercise date, and subject as aforesaid, *pari passu* in all respects with the then existing Shares;
- (14) the allotment and issue of, on the same basis as sub-paragraph (13) above, such additional Shares to the holders of the Consideration Warrants as may be required to be allotted and issued on the exercise of any additional New Consideration Warrants referred to in sub-paragraph (10) above, such Shares to be credited as fully paid when issued and ranking for any dividends, rights, allocations or other distributions, the record date for which is on or after the relevant exercise date, and subject as aforesaid, *pari passu* in all other respects with the then existing Shares;
- (15) any director or the Chief Executive Officer of the Company be and is hereby authorised to prepare, amend, finalise, execute and deliver all such agreements, deeds, instruments and other documents, and do all such acts and things, make such arrangements and take such steps, for and on behalf of the Company, as he may consider necessary or expedient for the purposes of or in connection with this resolution; and
- (16) to the extent that any of the aforementioned acts or things have been done or undertaken, they be and are hereby ratified, approved and confirmed.

ORDINARY RESOLUTION 4 — THE PROPOSED DIVERSIFICATION

That, subject to and contingent upon the passing of Ordinary Resolutions 1, 2 and 3, approval be and is hereby given for:

- (17) the diversification of the Company and the Group of its core business into businesses related to digital assets including the Proposed New Business;
- (18) the Company to be authorised to invest in, purchase or otherwise acquire or dispose of, from time to time any such assets, investments and shares/interests in any entity that is in the Proposed New Business on such terms and conditions as the Directors deem fit, and such Directors be authorised to take such steps and exercise such discretion and do all such acts or things as they deem desirable, necessary or expedient or give effect to any such investment, purchase, acquisition or disposal;
- (19) any director or the Chief Executive Officer of the Company be and is hereby authorised to prepare, amend, finalise, execute and deliver all such agreements, deeds, instruments and other documents, and do all such acts and things, make such arrangements and take such steps, for and on behalf of the Company, as he may consider necessary or expedient for the purposes of or in connection with this resolution; and
- (20) to the extent that any of the aforementioned acts or things have been done or undertaken, they be and are hereby ratified, approved and confirmed.

Shareholders should note that Ordinary Resolution 1, Ordinary Resolution 2, Ordinary Resolution 3 and Ordinary Resolution 4 are inter-conditional upon each other. This means that:

- (a) if Ordinary Resolution 1 is not passed, Ordinary Resolutions 2, 3 and 4 would not be passed;
- (b) If Ordinary Resolution 2 is not passed, Ordinary Resolutions 1, 3 and 4 would not be passed;
- (c) if Ordinary Resolution 3 is not passed, Ordinary Resolutions 1, 2 and 4 would not be passed; and

(d) if Ordinary Resolution 4 is not passed, Ordinary Resolutions 1, 2 and 3 would not be passed.

ORDINARY RESOLUTION 5 — THE INTRODUCER WARRANT ISSUANCE AND THE ALLOTMENT AND ISSUE OF SUCH NUMBER OF SHARES AS MAY BE REQUIRED OR PERMITTED TO BE ALLOTTED AND ISSUED UPON THE EXERCISE OF THE INTRODUCER WARRANTS, TO THE HOLDERS OF THE INTRODUCER WARRANTS

That, approval be and is hereby given for:

- (21) the allotment and issue to the Introducer of 40,000,000 Introducer Warrants, subject to and otherwise in accordance with the terms and conditions of the Introducer Deed Poll and the Facilitation Agreement;
- (22) the allotment and issue of such additional Introducer Warrants to the Introducer as may be required or permitted to be issued in accordance with the adjustment events as set out in the Introducer Deed Poll (any such additional Introducer Warrants to rank *pari passu* with the existing Introducer Warrants and for all purposes to form part of the same series, save as otherwise be provided in the Introducer Deed Poll);
- (23) the allotment and issue of, upon the exercise of the Introducer Warrants, such number of Shares to the holders of the Introducer Warrants as may be required or permitted to be allotted and issued to the relevant holder of such Introducer Warrants on the exercise of the Introducer Warrants subject to and otherwise in accordance with the Introducer Deed Poll, such Shares to be credited as fully paid when issued and ranking for any dividends, rights, allocations or other distributions, the record date for which is on or after the relevant exercise date, and subject as aforesaid, *pari passu* in all respects with the then existing Shares;
- (24) the allotment and issue of, on the same basis as sub-paragraph (23) above, such additional Shares to the holders of the Introducer Warrants as may be required to be allotted and issued on the exercise of any additional Introducer Warrants referred to in sub-paragraph (22) above, such Shares to be credited as fully paid when issued and ranking for any dividends, rights, allocations or other distributions, the record date for which is on or after the relevant exercise date, and subject as aforesaid, *pari passu* in all other respects with the then existing Shares;
- (25) any director or the Chief Executive Officer of the Company be and is hereby authorised to prepare, amend, finalise, execute and deliver all such agreements, deeds, instruments and other documents, and do all such acts and things, make such arrangements and take such steps, for and on behalf of the Company, as he may consider necessary or expedient for the purposes of or in connection with this resolution; and
- (26) to the extent that any of the aforementioned acts or things have been done or undertaken, they be and are hereby ratified, approved and confirmed.

BY ORDER OF THE BOARD

Josephine Toh Company Secretary

Singapore 15 May 2022

IMPORTANT INFORMATION

Shareholders of the Company ("Shareholders") should take note of the following arrangements for the EGM:

(a) Appointment of proxy(ies)

- (i) A Shareholder who is not a relevant intermediary and entitled to attend and vote at the EGM is entitled to appoint one or two proxies to attend and vote in his/her/their/its stead. A proxy need not be a Shareholder. Where a Shareholder appoints more than one proxy, the appointments shall be invalid unless he/she/they/it specifies the proportion of his/her/their/its holding (expressed as a percentage of the whole) to be represented by each proxy.
- (ii) A Shareholder who is a relevant intermediary entitled to attend and vote at the EGM is entitled to appoint more than two proxies to attend and vote instead of the Shareholder. Each proxy must be appointed to exercise the rights attached to the shares held by such Shareholder. Where such Shareholder appoints more than one proxy, the appointments shall be invalid unless the Shareholder specifies the number of shares in relation to which each proxy has been appointed in the Proxy Form (defined below).

"Relevant intermediary" means:

- (A) a banking corporation licensed under the Banking Act 1970 of Singapore, or a wholly-owned subsidiary of such a banking corporation, whose business includes the provision of nominee services and who holds Units in that capacity;
- (B) a person holding a capital markets services licence to provide custodial services for securities under the Securities and Futures Act 2001 of Singapore, and who holds Units in that capacity; or
- (C) the Central Provident Fund Board ("CPF Board") established by the Central Provident Fund Act 1953 of Singapore, in respect of Units purchased under the subsidiary legislation made under that Act providing for the making of investments from the contributions and interest standing to the credit of members of the Central Provident Fund, if the CPF Board holds those Units in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.
- (iii) Shareholders may also appoint Chairman of the EGM to vote in in his/her/their/its stead. The Chairman of the EGM, as a proxy, need not be a Shareholder.
- (iv) The instrument appointing proxy(ies) (the "Proxy Form") must be deposited at the Share Registrar's Office at Boardroom Corporate & Advisory Services Pte. Ltd. at 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632 or sent by email to <u>srs.teamc@boardroomlimited.com</u> not less than seventy-two (72) hours before the time appointed for holding the EGM.

Shareholders are strongly encouraged to submit completed Proxy Forms electronically via email.

(v) CPF and SRS investors should note that they (i) may vote "live" via electronic means at the EGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or (ii) may appoint the Chairman of the EGM as proxy to vote on their behalf at the EGM, in which case they should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 25 May 2022.

- (vi) The Proxy Form can be downloaded from SGXNet or the Company's website. In the Proxy Form, a Shareholder should indicate how he/she/it wishes to vote for or vote against or abstain from voting on the resolutions to be tabled at the EGM. A Shareholder may also appoint a proxy(ies) via the online process through the pre-registration website at https://conveneagm.sg/intracoegm2022.
- (vii) The Company shall be entitled to reject a Proxy Form which is incomplete, improperly completed, illegible or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified on and/or attached to the Proxy Form. In addition, in the case of a member whose shares are entered in the Depository Register, the Company may (a) may reject any Proxy Form if the Shareholder, being the appointor, is not shown to have shares entered against his or her name in the Depository Register as at 72 hours before the time appointed for holding the EGM, as certified by CDP to the Company; and (b) shall be entitled and bound to accept as accurate the number of shares entered against the name of that Shareholder as shown in the Depository Register as at a time not earlier that 72 hours prior to the time of the EGM, supplied by CDP to the Company and to accept as the maximum number of votes which in aggregate that Shareholder and his proxy/ies (if any) are able to cast on poll a number which is the number of shares entered against the name of that Shareholder as shown in the Depository Register, whether that number is greater or smaller than that specified by the Shareholder or in the Proxy Form.
- (b) Attendance in Person: The EGM will be conducted by electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020. Shareholders will not be able to attend the EGM physically. All Shareholders or their corporate representatives (in the case of Shareholders which are legal entities) will be able to participate in the EGM proceedings by watching a "live" webcast (the "Live EGM Webcast") or listen to a "live" audio feed (the "Live EGM Audio Feed"). Shareholders/Investors holding shares through relevant intermediaries (other than CPF/SRS investors) will not be able to pre-register for the "live" broadcast of the EGM. Such Shareholders/investors who wish to participate in the EGM proceedings should instead approach his/her relevant intermediary as soon as possible in order to make the necessary arrangements.
- (c) Live EGM Webcast and Live EGM Audio Feed: All Shareholders who wish to participate in the live EGM proceedings will need to pre-register at <u>https://conveneagm.sg/intracoegm2022</u> (the "**Pre-registration Link**") by 10.00 am on 3 June 2022 (the "**Registration Deadline**") for verification of their status as Shareholders (or the corporate representatives of such Shareholders) of the Company. Following successful verification, each Shareholder or its corporate representative(s) will receive an email confirmation ("**Confirmation Email**") by 10.00 am on 5 June 2022 containing instructions to access the live EGM proceedings.

Shareholders or their corporate representative(s) must not forward the abovementioned information to any other persons who are not Shareholders and who are not eligible to attend the EGM. This is also to avoid any technical disruptions to the Live EGM Webcast or Live EGM Audio Feed due to overloading.

Shareholders or their corporate representatives who have registered by the Registration Deadline but do not receive the Confirmation Email by 10.00 am on 5 June 2022 may contact the Company for assistance at +65 6586 6771 or email <u>EGMregistration@intraco.com</u>.

(d) Submission of Questions:

Shareholders, including CPF Investors and SRS Investors, can submit questions in advance of, or "live" at the EGM.

Submission of questions in advance of the EGM

Shareholders, including CPF Investors and SRS Investors, can submit questions related to the resolutions to be tabled for approval at the EGM to the Chairman of the EGM, in advance of the EGM, in the following manner:

- Via pre-registration website: Shareholders who pre-register to observe and/or listen to the EGM proceedings may submit their questions via the pre-registration website at <u>https://conveneagm.sg/intracoegm2022;</u>
- (b) Via email: Shareholders may submit their questions via email to <u>questions@intraco.com</u>; and/or
- (c) By post: Shareholders may submit their questions to the Company's registered office at 60 Albert Street, #07-01, OG Albert Complex, Singapore 189969.

When sending in questions via email or by post, please also provide the following details: (a) full name; (b) address; and (c) the manner in which the Shares are held (e.g. via CDP, CPF, SRS and/ or scrip).

Deadline to submit questions in advance of the EGM

All questions submitted in advance of the EGM via any of the above channels must be received by 10.00 am on 30 May 2022.

Pre-register to ask questions "live" at the EGM

Shareholders (including CPF and SRS investors) and, where applicable, appointed proxy(ies), can also ask the Chairman of the EGM questions related to the resolutions to be tabled for approval at the EGM, "live" at the EGM, by typing in and submitting their questions via the online platform hosting the audio-visual webcast and audio-only stream.

Shareholders (including CPF and SRS investors), and where applicable, appointed proxy(ies), who wish to ask questions "live" at the EGM must first pre-register at the pre-registration website at <u>https://conveneagm.sg/intracoegm2022</u>.

Addressing questions

The Company will endeavour to address substantial and relevant questions (as may be determined by the Company at its sole discretion) received from Shareholders, as well as those received "live" at the EGM itself, during the EGM through the "live" audio-visual webcast and "live" audio-only stream of the EGM proceedings. Where substantially similar questions are received, the Company will consolidate such questions and consequently not all questions may be individually addressed.

The Company will publish the minutes of the EGM on SGXNet and on the Company's website within one (1) month from the date of the EGM, and the minutes will include the responses to substantial and relevant questions from Shareholders which are addressed during the EGM.

(e) Voting

Shareholders who wish to exercise their voting rights at the EGM may:

- (i) (where such shareholders are individuals) vote "live" via electronic means at the EGM or (where such shareholders are individuals or corporates) appoint a proxy(ies) (other than the Chairman of the EGM) to vote "live" via electronic means at the EGM on their behalf; or
- (ii) (where such shareholders are individuals or corporates) appoint the Chairman of the EGM as their proxy via the Proxy Form to vote on their behalf at the EGM.

Pre-registration to vote "live" at the EGM

Shareholders (including CPF and SRS investors) and, where applicable appointed proxy(ies), who wish to vote "live" at the EGM must first pre-register at the pre-registration website at <u>https://conveneagm.sg/intracoegm2022</u>.

Access to documents or information relating to the EGM

All documents and information relating to the business of the EGM (including the Circular and the Proxy Form) have been published on SGXNet (www.sgx.com) and the Company's website at <u>www.intraco.com</u>. Printed copies will not be sent to Shareholders.

Further Updates

In view of the evolving COVID-19 situation, the Company reserves the right to take such further precautionary measures as may be appropriate up to the date of the EGM, including any precautionary measures required or recommended by government agencies, in order to curb the spread of COVID-19. Shareholders should continually check for announcements by the Company for updates on the EGM. The Company would like to thank all Shareholders for their patience and co-operation in enabling the Company to continue holding its EGM amidst the COVID-19 situation.

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
15 May 2022	Shareholders may begin to pre-register for the real-time remote electronic voting and real-time electronic communication at <u>https://conveneagm.sg/intracoegm2022</u> and follow the instructions in the link.
5.00 p.m. on 25 May 2022	Deadline for CPF or SRS investors who wish to appoint proxy(ies) to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
10.00 a.m. on 30 May 2022	Deadline for shareholders to submit their questions via pre-registration website at <u>https://conveneagm.sg/intracoegm2022</u> or email at questions@intraco.com or by post to the Company's registered office at 60 Albert Street, #07-01, OG Albert Complex, Singapore 189969
10.00 a.m. on 3 June 2022	Deadline for shareholders to:
	• pre-register for the real-time remote electronic voting and real-time electronic communication
	• submit proxy forms to srs.teamc@boardroomlimited.com
10.00 a.m. on 5 June 2022	Authenticated shareholders would have received a Confirmation Email containing instructions to access the EGM proceedings.
	Shareholders who did not receive the Confirmation Email by 10.00 a.m. on 5 June 2022, but have registered by the pre-registration deadline should contact the Company for assistance at +65 6586 6771 or email EGMregistration@intraco.com (between 10.00 a.m. and 5.00 p.m. on 5 June 2022).
Date and Time of EGM – 10.00 a.m. on 6 June 2022	For the real-time remote electronic voting and real-time electronic communication:
	Authenticated shareholders may login to the URL with the log-in and password contained in the Confirmation Email at <u>https://conveneagm.sg/intracoegm2022</u> and follow the instructions in the link.
	Shareholders (including CPF and SRS Investors) or, where applicable, their appointed proxy(ies) must access the EGM proceedings via the "live" audio-visual webcast in order to ask questions and vote "live" at the EGM.

For further information or enquiries, shareholders may email the Company at <u>EGMregistration@intraco.com</u> for assistance.

Personal Data Privacy

By (a) submitting an instrument appointing proxy or proxies, and/or representative(s) to attend, speak and vote at the EGM and/or any adjournment thereof; (b) completing the pre-registration in accordance with this Notice of EGM; or (c) submitting any question(s) prior to or during the EGM in accordance with this Notice of EGM, a member of the Company consents to the collection, use and disclosure of the member's personal data by the Company (or its agents or service providers) for the following purposes:

- (i) the processing and administration by the Company (or its agents or service providers) of proxy forms appointing a proxy for the EGM (including any adjournment thereof);
- the processing of the pre-registration for purposes of granting access to members (or their corporate representatives in the case of members which are legal entities) to the live webcast or live audio feed of the EGM proceedings and providing them with any technical assistance where necessary;
- (iii) addressing relevant and substantial questions from members received before or during the EGM and if necessary, following up with the relevant members in relation to such questions;
- (iv) the preparation and compilation of the attendance lists, proxy lists, minutes and other documents relating to the EGM (including any adjournment thereof); and
- (v) enabling the Company (or its agents or service providers) to comply with any applicable laws, listing rules, regulations and/or guidelines.