

# Administrative Details

**ADMINISTRATIVE DETAILS FOR THE 19<sup>TH</sup> ANNUAL GENERAL MEETING (AGM) OF MALAKOFF CORPORATION BERHAD (MALAKOFF OR THE COMPANY) TO BE HELD ON TUESDAY, 29 APRIL 2025 AT 10.00 A.M. AT GLENMARIE BALLROOM, GLENMARIE HOTEL & GOLF RESORT, JALAN USAHAWAN U1/8, GLENMARIE GOLF & COUNTRY CLUB, 40250 SHAH ALAM, SELANGOR, MALAYSIA.**

## PARKING

Parking is available at the parking bay of the Hotel.

## REGISTRATION

- Registration will start at 8.00 a.m. and registration counters will remain open until the conclusion of the AGM or such time as may be determined by the Chairman of the meeting.
- Please read the signage placed around the Hotel to ascertain where you should register for the AGM and join the queue accordingly.
- Please produce your original Identity Card (IC) during the registration for verification and ensure that you collect your IC thereafter. No person will be allowed to register on behalf of another person even with the original IC of that person.
- After the verification and registration, you will be given an identification tag and a food coupon (limited to one per shareholder/proxy present at the AGM regardless of the number of shareholder he/she represents). No lost food coupon or unclaimed food coupon will be replaced by the Company.
- Shareholders or proxies who are not present at the AGM are not entitled to the food coupon. If both the shareholder and his/her appointed proxy(ies) are present at the AGM, only one food coupon will be given to the shareholder or his/her proxy who registers first.
- No person will be allowed to enter the Ballroom without the identification tag.

## F&B

- Light refreshment will be served before the AGM.
- Lunch will not be provided.

## DOOR GIFT

No door gift will be distributed at the AGM.

## RECORD OF DEPOSITORS FOR ATTENDANCE AT THE AGM

Only depositors whose names appear on the Record of Depositors as at 21 April 2025 shall be entitled to attend the AGM or appoint proxy(ies) to attend and/or vote on their behalf.

## VOTING PROCEDURE

- All resolutions as set out in the Notice of the AGM of the Company will be put to vote by poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad.
- The Company's share registrars/poll administrator, Boardroom Share Registrars Sdn Bhd, will assist to conduct the poll by way of electronic voting and the independent scrutineers will verify and validate the results of the poll at the AGM.
- For proxy enquiries, kindly contact Boardroom Share Registrars Sdn Bhd at 03-7890 4700.