

**REIT ASSOCIATION OF SINGAPORE  
NOTICE OF ANNUAL GENERAL MEETING**

---

**NOTICE IS HEREBY GIVEN** that an annual general meeting (“**AGM**”) of the members of the REIT Association of Singapore (“**REITAS**”, and the members of REITAS, the “**Members**”) will be convened and held by way of electronic means on Friday, 25 September 2020 at 4.00 p.m., to transact the following business:

**AS ORDINARY BUSINESS**

**1. Audited Financial Statements of REITAS**

To receive and adopt the Audited Financial Statements of REITAS for the financial year ended 31 December 2019 as prepared by RSM Chio Lim LLP, and the Annual Report of the Executive Committee.

**(Resolution 1)**

**2. Appointment of Auditors**

To re-appoint RSM Chio Lim LLP as the Auditors of REITAS and to hold office until the conclusion of the next Annual General Meeting of REITAS, and to authorise the Executive Committee to fix their remuneration.

**(Resolution 2)**

**3. Election of Executive Committee**

To elect the nine members of the Executive Committee under the constitution of REITAS (the “**Constitution**”) from the following candidates who are standing for election:

- (i) Mr Jerry Koh, representing Allen & Gledhill LLP
- (ii) Mr Chia Nam Toon, representing ARA Trust Management (Suntec) Limited
- (iii) Mr Jonathan Yap, representing CapitaLand Mall Trust Management Limited
- (iv) Mr Jonathan Quek, representing Citigroup Global Markets Singapore Pte Ltd
- (v) Ms Eng-Kwok Seat Moey, representing DBS Bank Ltd.
- (vi) Ms Lim Gek Khim, representing Ernst & Young LLP
- (vii) Mr Low Chee Wah, representing Frasers Centrepoint Asset Management Limited
- (viii) Mr Chua Hsien Yang, representing Keppel DC REIT Management Limited
- (ix) Ms Jill Smith, representing Manulife US Real Estate Management Pte Ltd
- (x) Mr Tham Kuo Wei, representing Mapletree Industrial Trust Management Limited

**(Resolution 3)**

## **OTHER BUSINESS**

4. To transact such other business as may be transacted at an AGM.

By Order of the Executive Committee

**REIT Association of Singapore**  
(UEN No.: T13SS0207B)



**Jerry Koh Keen Chuan**  
Secretary

**Singapore**  
11 September 2020

### **Notes:**

1. The AGM is being convened, and will be held, by electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Registered Societies) Order 2020. Printed copies of this Notice will not be sent to Members. Instead, this Notice will be sent to Members by electronic means via publication on REITAS' website at <https://www.reitas.sg/>.
2. Due to the current Covid-19 related safe distancing measures in Singapore, a Member will not be able to attend the AGM in person. Alternative arrangements relating to attendance at the AGM via electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the AGM in advance of the AGM, addressing of substantial and relevant questions at the AGM and voting by appointing the Chairman of the AGM as proxy at the AGM, are set out below. Any reference to a time of day is made by reference to Singapore time.
3. Members will be able to observe and/or listen to the AGM proceedings through a live audio-visual webcast or live audio-only stream via their mobile phones, tablets or computers. In order to do so, Members must preregister by emailing REITAS secretariat at [secretariat@reitas.sg](mailto:secretariat@reitas.sg) from now till 23 September 2020, 4.00 p.m., to enable REITAS to verify their status as Members.

Following the verification, authenticated Members will receive an email, which will contain unique user ID and password details as well as instructions on how to access the live audio-visual webcast and live audio only stream of the AGM proceedings, by 24 September 2020, 4.00 p.m.. Members who do not receive an email by 24 September 2020, 4.00 p.m., but have registered by the 23 September 2020 deadline should contact REITAS at +65 6721 7023.

4. Members may also submit questions related to the resolutions to be tabled for approval at the AGM to the Chairman of the AGM, in advance of the AGM. In order to do so, their questions must be submitted via email to REITAS at [secretariat@reitas.sg](mailto:secretariat@reitas.sg), by 23 September 2020, 4.00 p.m.
5. Members will not be able to ask questions at the AGM live during the webcast or audio-stream, and therefore it is important for Members who wish to ask questions to submit their questions in advance of the AGM.

6. If a Member wishes to exercise its voting rights at the AGM, it must appoint the Chairman of the AGM as its proxy to attend, speak and vote on its behalf at the AGM. The Proxy Form (attached to this Notice of AGM) is also available on REITAS' website at <https://www.reitas.sg>. Printed copies of the Proxy Form will not be sent to Members.

In appointing the Chairman of the AGM as proxy, a Member must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the form of proxy, failing which the appointment of the Chairman of the AGM as proxy for that resolution will be treated as invalid.

7. The Proxy Form must be submitted to the REITAS Secretariat via email at <https://www.reitas.sg> by 4.00pm on 23 September 2020, being 48 hours before the time fixed for the AGM.
8. A Member who wishes to submit a Proxy Form must complete and sign the Proxy Form, before submitting it by email to the email address provided above.

**Explanatory Notes:**

1. **Resolutions 1, 2 and 3 (Ordinary Resolution)**

The consent of a simple majority of the voting members present (by electronic means) and voting by proxy at the AGM, must be obtained in order for each of Resolutions 1, 2 and 3 to be passed.

## REIT ASSOCIATION OF SINGAPORE

(UEN No.: T13SS0207B)

**NOTE:** This Proxy Form may be accessed at the REIT Association of Singapore's ("REITAS") website at <https://www.reitas.sg/>. Printed copies of this Proxy Form will not be sent to members.

### PROXY FORM ANNUAL GENERAL MEETING

(Before completing this form, please read the note behind)

**IMPORTANT:**

This AGM (as defined below) is being convened and will be held, by way of electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Registered Societies) Order 2020. Printed copies of the Notice of AGM dated 11 September 2020 will not be sent to members of REITAS ("Members"). Instead, the Notice of AGM will be sent to Members by electronic means via email and publication on REITAS' website at <https://www.reitas.sg/>.

- Alternative arrangements relating to attendance at the AGM via electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the AGM in advance of the AGM, addressing of substantial and relevant questions at the AGM and voting by appointing the Chairman of the AGM as proxy at the AGM, are set out in the Notice of AGM.
- A Member will not be able to attend the AGM in person. If a Member wishes to exercise its voting rights at the AGM, it must appoint the Chairman of the AGM as its proxy to attend, speak and vote on its behalf at the AGM.**
- Please read the notes overleaf which contain instructions on, inter alia, the appointment of the Chairman of the AGM as a Member's proxy to attend, speak and vote on his/her/its behalf at the AGM.**

I, \_\_\_\_\_ (Name of organisation) of \_\_\_\_\_ (Address of organisation), as represented by \_\_\_\_\_ (Name of representative), being a Member of REITAS, hereby appoint the Chairman of the Annual General Meeting ("AGM") as my proxy to attend, speak and vote for me on my behalf at the AGM of REITAS to be convened and held by way of electronic means on Friday, 25 September 2020 at 4.00 p.m. (Singapore Time) and at any adjournment thereof. I direct my proxy to vote for or against, or to abstain from voting on, the resolutions to be proposed at the AGM as indicated hereunder.

No.	Resolutions	For*	Against*	Abstain*
	<b>ORDINARY BUSINESS</b>			
1.	To receive and adopt the Audited Financial Statements of REITAS for the financial year ended 31 December 2019 as prepared by RSM Chio Lim LLP, and the Annual Report of the Executive Committee.			
2.	To re-appoint RSM Chio Lim LLP as the Auditors of REITAS and to hold office until the conclusion of the next Annual General Meeting of REITAS, and to authorise the Executive Committee to fix their remuneration.			
3.	<b>Election of Executive Committee:</b> Every member can <u>cast up to nine (9) votes</u> . Do not select more than nine (9) candidates, if not, your vote on the election of the executive committee will be void. Each candidate may only receive one (1) vote.			
(i)	Mr Jerry Koh, representing Allen & Gledhill LLP			
(ii)	Mr Chia Nam Toon, representing ARA Trust Management (Suntec) Limited			
(iii)	Mr Jonathan Yap, representing CapitaLand Mall Trust Management Limited			
(iv)	Mr Jonathan Quek, representing Citigroup Global Markets Singapore Pte Ltd			
(v)	Ms Eng-Kwok Seat Moey, representing DBS Bank Ltd			
(vi)	Ms Lim Gek Khim, representing Ernst & Young LLP			
(vii)	Mr Low Chee Wah, representing Frasers Centrepoint Asset Management Limited			
(viii)	Mr Chua Hsien Yang, representing Keppel DC REIT Management Limited			
(ix)	Ms Jill Smith, representing Manulife US Real Estate Management Pte Ltd			
(x)	Mr Tham Kuo Wei, representing Mapletree Industrial Trust Management Limited			
	<b>OTHER BUSINESS</b>			
4.	To transact any other business as may be transacted at an AGM.			

\* Please indicate your vote "For" or "Against" or to "Abstain" with a tick (✓) within the box provided.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2020

\_\_\_\_\_  
Signature of Member

**IMPORTANT: PLEASE READ THE NOTES TO PROXY FORM BELOW**

**Notes to Proxy Form**

1. **Due to the current Covid-19 related safe distancing measures in Singapore, a Member will not be able to attend the AGM in person.** If a Member wishes to exercise its voting rights at the AGM, it must appoint the Chairman of the AGM as its proxy to attend, speak and vote on its behalf at the AGM. This Proxy Form may be accessed at REITAS' website at <https://www.reitas.sg/>. In appointing the Chairman of the AGM as proxy, a Member must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the form of proxy, failing which the appointment of the Chairman of the AGM as proxy for that resolution will be treated as invalid.
2. The instrument appointing the Chairman of the AGM as proxy (the "**Proxy Form**") must be submitted to the REITAS Secretariat via email at <https://www.reitas.sg/> by 4.00 p.m. on 23 September 2020, being 48 hours before the time fixed for the AGM.
3. A Member who wishes to submit the Proxy Form must complete and sign the Proxy Form, before submitting it by email to the email address provided above.
4. The Proxy Form must be executed by the individual or his/her representative duly authorised in writing. Where the Proxy Form is executed by a corporation, it must be executed by a duly authorised officer.
5. REITAS shall be entitled to reject a Proxy Form which is incomplete, improperly completed or illegible or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified on the Proxy Form.
6. Every Member who is present by proxy shall have one vote.