

Membership No./CDS Account No/NIC

**CAPITAL ALLIANCE PLC – PQ 00252285**  
**ANNUAL GENERAL MEETING - 2026**  
**REGISTRATION OF SHAREHOLDER DETAILS**

To: Capital Alliance PLC  
6<sup>th</sup> Floor, M2M Veranda Offices,  
No.34, W A D Ramanayaka Mawatha,  
Colombo 02.

1. Full Name of the Shareholder : .....

2. Shareholder's Address : .....

3. Shareholder's NIC No. / Passport No. / Co. Reg No.:

4. Shareholder's Contact No. (Residence): ..... 5. Mobile: .....

6. Name of the Proxy Holder: .....

7. Proxy holder's NIC No. / Passport No. / Co. Reg No.:

8. Proxy holder's Contact No. (Residence): ..... 9. Mobile: .....

10. Shareholder's/ Proxy holder's E-mail : .....

11. Participation at the AGM via an online platform: YES /NO

12. Name of Joint holder/s (If any): 1) .....

2) .....

13. National Identity card number/s of Joint holder/s:

1)

2)

Shareholder's  
Signature

Date

1<sup>st</sup> Joint holder's  
Signature

Date

2<sup>nd</sup> Joint holder's  
Signature

Date

**Note:**

- Shareholders are requested to provide their email address in the space provided, in order to forward the web link if they wish to view the proceedings through an online platform.
- In the case of a Company/Corporation, the Shareholder Details Form must be under its Common Seal which should be affixed and attested in the manner prescribed by its Articles of Association.
- In case the Shareholder Details Form is signed by an Attorney, the Power of Attorney must be deposited at the Registered Office of the Company, for registration.

## **Registration process to participate in the 5<sup>th</sup> Annual General Meeting of Capital Alliance PLC via Online Meeting Platform**

1. As mentioned in the Circular to the Shareholders and Notice of Meeting, the 5<sup>th</sup> Annual General Meeting of Capital Alliance PLC will be held as a virtual meeting on Thursday, 24<sup>th</sup> September 2026 at 11.00 a.m. The Shareholders who wish to participate virtually via Online Meeting Platform should follow the following procedure in order to have them registered for the AGM.
2. The request to register names for online participation via Online Meeting Platform should be emailed to [caltagm@cal.lk](mailto:caltagm@cal.lk) along with the required registration information as per the Shareholder Registration Form at least forty-eight (48) hours before the AGM.
3. The information received from a shareholder pertaining to his/her Proxy holder should tally with the information indicated in the duly completed Form of Proxy submitted by the shareholder in order for the meeting link and user credentials to be shared by the Company with the Proxy holder.
4. The Company will verify all the registration requests and identification details received with the Shareholders' register and accept the registration for AGM, if it is satisfied with the request and supporting documents. Once the registration is accepted, shareholders will receive an email confirmation acknowledging the registration.
5. The shareholders whose online participation request has been accepted, will receive a separate email containing the meeting link and user credentials from the Company, twenty-four (24) hours prior to the commencement of the AGM.
6. If any shareholder is proposing to participate via his/her smartphone or tablet, it is necessary for him/her to download the Online Meeting App (Zoom) to his/her phone or tablet. If the participation is via desktop/laptop computer, the meeting link should be opened through a web browser.
7. If any shareholder who is registered for participation via Online Meeting Platform encounters any difficulty in connecting to the meeting, they could contact the telephone number 011 2317777 or email to [caltagm@cal.lk](mailto:caltagm@cal.lk) for any assistance required.

## **Guidelines to join the AGM via Online Meeting Platform / virtual meeting participation**

1. Shareholders are required to join the virtual AGM by clicking on the Meeting link and user credentials sent by Capital Alliance PLC via email.
2. It is recommended to join the Meeting at least ten (10) minutes before the start of the AGM. The Online Meeting Platform will be active thirty (30) minutes before the start of AGM.
3. Once the link is clicked on, the shareholders will be requested to insert the credentials (username/email and password) provided to you by the Company.
4. Once the credentials are inserted, he/she will be directed to the live streaming of the AGM.
5. Once the virtual AGM has commenced, shareholders can use the "Q&A Forum" to communicate questions/concerns as and when required.
6. The Company will be posting links to all resolutions included in the agenda in the "Q&A" window of the meeting separately, as and when each resolution is taken up for voting by the Chairman. Participants are expected to open the link and insert the credentials to login to the Microsoft Forms to mark their preference using the relevant option and click the "Submit" icon enabling the Company to receive the responses when declaring the position of a resolution.
7. In a situation where shareholders' voting is required for a poll, the same mechanism will be applicable. This will be moderated by the Chair of the Meeting.
8. It is advised to check the online AGM access at least a day prior and also ensure that your devices have an audible sound system so that you could be a part of the AGM comfortably.