



CAPITALAND LIMITED
(Registration Number: 198900036N)
(Incorporated in the Republic of Singapore)

ANNUAL GENERAL MEETING TO BE HELD ON 27 APRIL 2021

1. Background

CapitaLand Limited (“**CapitaLand**” or the “**Company**”) refers to:

- (a) the COVID-19 (Temporary Measures) Act 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed entities in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means;
- (b) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 (the “**Order**”) which sets out the alternative arrangements in respect of, *inter alia*, general meetings of companies; and
- (c) the joint statement by the Accounting and Corporate Regulatory Authority, Monetary Authority of Singapore and Singapore Exchange Regulation of 13 April 2020 (and subsequently updated on 27 April 2020, 22 June 2020 and 1 October 2020) which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation during the period from 27 March 2020 to 30 June 2021.

2. Date, time and conduct of AGM

CapitaLand wishes to announce that pursuant to the Order, its annual general meeting (“**AGM**”) will be convened and held by way of electronic means on **Tuesday, 27 April 2021 at 10.00 a.m.** (Singapore time).

Our Board Chairman, Mr Ng Kee Choe, will conduct the AGM proceedings.

3. Notice of AGM and proxy form

The Notice of AGM and proxy form will be sent to shareholders solely by electronic means via publication on our corporate website at the URL https://investor.capitaland.com/agm_egm.html, and will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of these documents will not be sent to shareholders. Any shareholder who wishes to receive a printed copy of the proxy form should submit his/her/its request to the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., in the manner set out in paragraph 8 below.

4. No personal attendance at AGM

The COVID-19 situation in Singapore and the related safe distancing measures have impacted the manner in which CapitaLand can conduct its AGM. The well-being of shareholders and staff are our priority and take precedence. As a precautionary measure to keep physical interactions and COVID-19 transmission risk to a minimum, the Company is not providing for physical attendance by shareholders at the AGM. CapitaLand's AGM will be conducted virtually.

5. Alternative arrangements for participation in the AGM

Shareholders may participate in the AGM by:

- (a) observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
- (b) submitting questions to the Chairman of the Meeting in advance of, or live at, the AGM; and/or
- (c) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

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 Meeting in advance of, or live at, the AGM, addressing of substantial and relevant questions prior to or at the AGM and voting by appointing the Chairman of the Meeting as proxy at the AGM, are set out in the Notice of AGM.

6. Key dates/deadlines

The table below sets out the key dates/deadlines for shareholders to note:

Key dates	Actions
5 April 2021 (Monday)	Shareholders, including CPF and SRS investors, may begin to pre-register for the AGM at the pre-registration website which is accessible at the URL https://investor.capitaland.com/agm_egm.html .
5.00 p.m. on 15 April 2021 (Thursday)	Deadline for CPF and SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
10.00 a.m. on 24 April 2021 (Saturday)	Deadline for shareholders to: <ul style="list-style-type: none">• pre-register for the AGM;• submit questions in advance of the AGM; and• submit proxy forms.

Key dates	Actions
<p>10.00 a.m. on 25 April 2021 (Sunday)</p>	<p>Authenticated shareholders will receive an email confirming successful registration, which will contain unique user credentials as well as instructions on how to access the live audio-visual webcast and the live audio-only stream of the AGM proceedings and how to ask questions through live chat function at the AGM via the audio-visual webcast platform (the “Confirmation Email”).</p> <p>Shareholders who do not receive the Confirmation Email by 10.00 a.m. on 25 April 2021, but have registered by the 24 April 2021 deadline, should contact our Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at (65) 6536-5355 or via email at CapitalLand2021@boardroomlimited.com before 5.00 p.m. on 26 April 2021.</p>
<p>Date and time of AGM</p> <p>10.00 a.m. on 27 April 2021 (Tuesday)</p>	<ul style="list-style-type: none"> • Click on the link in the Confirmation Email and follow the instructions to access the live audio-visual webcast of the AGM proceedings and/or ask questions through live chat function at the AGM via the audio-visual webcast platform; or • Call the telephone number in the Confirmation Email and follow the instructions to access the live audio-only stream of the AGM <p>Shareholders must access the AGM proceedings via the live audio-visual webcast in order to ask questions live at the AGM.</p>

7. Annual Report 2020 and Letter to Shareholders

The Company’s Annual Report 2020 and the Letter to Shareholders dated 5 April 2021 (in relation to the proposed renewal of the share purchase mandate) have been published on our corporate website at the URL <https://investor.capitaland.com/ar.html>, and may be accessed as follows:

- (a) the Annual Report 2020 may be accessed by clicking on the "Download" hyperlink under "2020 Annual Report - (5 Apr 2021)"; and
- (b) the Letter to Shareholders dated 5 April 2021 may be accessed by clicking on the “Download” hyperlink under “Letter to Shareholders dated 5 April 2021”.

The above documents may also be accessed on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of these documents will not be sent to shareholders. Any shareholder who wishes to receive printed copies of these documents should submit his/her/its request via the online Request Form which is accessible on our corporate website at the URL https://investor.capitaland.com/agm_egm.html no later than 5.00 p.m. on 15 April 2021.

8. Printed copy of proxy form available upon request

A shareholder may request for a printed copy of the proxy form by submitting the request to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., by post to 50 Raffles Place #32-01, Singapore Land Tower, Singapore 048623 or via email to CapitaLand2021@boardroomlimited.com.

A soft copy of the proxy form is also available on our corporate website at the URL https://investor.capitaland.com/agm_egm.html.

To be valid, the request for a printed copy of the proxy form must:

- (a) (if submitted via post to the Company's Share Registrar) be addressed to CapitaLand Limited c/o The Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd.;
- (b) state the caption "Request for Proxy Form";
- (c) provide the following information:
 - (i) the shareholder's full name; and
 - (ii) the shareholder's mailing address; and
- (d) be received by the Company's Share Registrar no later than 5.00 p.m. on 15 April 2021.

9. Further information

For more information, shareholders can refer to our corporate website at the URL https://investor.capitaland.com/agm_egm.html or email us at groupir@capitaland.com.

10. Important reminder

Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the AGM at short notice. Shareholders should check our corporate website at the URL https://investor.capitaland.com/agm_egm.html for the latest updates on the status of the AGM.

CapitaLand would like to thank all shareholders for their co-operation in enabling us to hold our AGM with the optimum safe management measures amidst the current COVID-19 pandemic.

By Order of the Board

Michelle Koh
Company Secretary
5 April 2021