

INNITY CORPORATION BERHAD

[Registration No. 200701006554 (764555-D)]

(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE 17TH ANNUAL GENERAL MEETING (“AGM”)

Date : Friday, 7 June 2024
Time : 9.30 a.m.
Venue : Greens III Sports Wing, Jalan Club Tropicana, Tropicana Golf & Country Resort, 47410 Petaling Jaya, Selangor Darul Ehsan

1. REGISTRATION

The registration will commence at 8.30 a.m.

Please bring an **ORIGINAL** of the following identification papers (where applicable) and present it to the registration staff for verification:

- a. Identity card (NRIC) (Malaysian), or
- b. Police report (for loss of NRIC) / Temporary NRIC (Malaysian), or
- c. Passport (Foreigner).

No person will be allowed to register on behalf of another person even with the original identity card or passport of that other person.

2. ELIGIBILITY TO ATTEND BASED ON THE RECORD OF DEPOSITORS

Only a shareholder whose name appears on the Record of Depositor as at 30 May 2024 shall be entitled to attend or appoint proxy(ies) to attend and/or vote on his/her behalf.

3. REFRESHMENT

Light refreshment will be provided.

4. PRE-REGISTRATION TO ATTEND THE ANNUAL GENERAL MEETING

Shareholders are required to register ahead of the 17TH AGM to allow the Company to make the necessary arrangements in relation to the meeting i.e. infrastructure, logistics and meeting venue(s) to accommodate the meeting participants.

Please do read and follow the following procedures to pre-register your physical attendance at the 17TH AGM via the TIIH Online website at <https://tiih.online>:-

- Registration is open from 10.00 a.m. Friday, 26 April 2024 up to 9.30 a.m. **Wednesday, 5 June 2024**
- Login in to TIIH Online website with your username (i.e. e-mail address) and password under the “e-Services”. If you have not registered as a user of TIIH Online, please refer to the tutorial guide posted on the homepage for assistance to sign up.
- Select the corporate event: “**(REGISTRATION) INNITY 17TH AGM 2024**”
- Read and agree to the Terms & Conditions and confirm the Declaration.
- Select “**Register for Physical Attendance at Meeting Venue**”.
- Review your registration and proceed to register.
- System will send an e-mail to notify that your registration for Physical Attendance at Meeting Venue is received and will be verified.
- After verification of your registration against the General Meeting Record of Depositors, the system will send you an e-mail **after 5 June 2024** to approve or reject your registration to attend physically at the Meeting Venue.

Please note that only a depositor whose name appears on the Record of Depositor as at **30 May 2024** shall be entitled to attend or appoint proxies to attend and/or vote on his/her behalf at the 17TH AGM.

5. POLL VOTING

The voting at the AGM will be conducted by poll in accordance with Paragraph Rule 8.31A of ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor Investor & Issuing House Services Sdn Bhd as Poll Administrator to conduct the poll and Asia Securities Sdn Berhad as Scrutineers to verify the poll results.

6. APPOINTMENT OF PROXY

A shareholder who is unable to attend the 17TH AGM on 7 June 2024 may appoint proxy and indicate the voting instructions in the proxy form.

Only members whose names appear on the Record of Depositors as at Thursday, 30 May 2024 shall be eligible to attend, speak and vote at the AGM or appoint a proxy(ies) and/or the Chairman of the Meeting to attend and vote on his/her behalf. A member can appoint the Chairman of the Meeting as his/her proxy and indicate the voting instruction in the Proxy form.

- If you wish to participate in the AGM yourself, please do not submit any proxy form for the AGM. You will not be allowed to participate in the AGM together with a proxy appointed by you.
- Accordingly, proxy forms and/or documents relating to the appointment of proxy/corporate representative/attorney for the AGM whether in hard copy or by electronic means shall be deposited or submitted in the following manner not later than **Wednesday, 5 June 2024 at 9.30 a.m.**

(i) In Hard copy:

In the case of an appointment made in hard copy form, the proxy form must be deposited at the Share Registrar's office situated at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively at the Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia;

(ii) By electronic means

In the case of an appointment made via electronic means, you may submit the proxy form electronically via TIIH Online website at <https://tiih.online>. Please read and follow the procedures on electronic lodgement of proxy form below.

7. ELECTRONIC LODGEMENT OF PROXY FORM

The procedures to lodge your proxy form electronically via Tricor's TIIH Online website are summarised below:

Procedure	Action
i. Steps for individual shareholders	
Register as a User with TIIH Online	<ul style="list-style-type: none"> • Using your computer, please access the website at https://tiih.online. Register as a user under the "e-Services" select "Create Account by Individual Holder". Please refer to the tutorial guide posted on the homepage for assistance. • If you are already a user with TIIH Online, you are not required to register again.
Proceed with submission of proxy form	<ul style="list-style-type: none"> • After the release of the Notice of Meeting by the Company, login with your username (i.e. email address) and password. • Select the corporate event: "INNITY 17TH AGM 2024-Submission of Proxy Form". • Read and agree to the Terms and Conditions and confirm the Declaration. • Insert your CDS account number and indicate the number of shares for your proxy(ies) to vote on your behalf. • Appoint your proxy/proxies and insert the required details of your proxy/proxies or appoint the Chairman as your proxy. • Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. • Review and confirm your proxy(ies) appointment. • Print the proxy form for your record.
ii. Steps for corporation or institutional shareholders	
Register as a User with TIIH Online	<ul style="list-style-type: none"> • Access TIIH Online at https://tiih.online. • Under e-Services, the authorised or nominated representative of the corporation or institutional shareholder should select "Create Account by Representative of Corporate Holder". • Complete the registration form and upload the required documents.

	<ul style="list-style-type: none"> Registration will be verified, and you will be notified by email within one (1) to two (2) working days. Proceed to activate your account with the temporary password given in the email and re-set your own password. <p><i>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.</i></p>
Proceed with submission of proxy form	<ul style="list-style-type: none"> Login to TIIH Online at https://tiih.online. Select the corporate exercise name: “INNITY 17TH AGM 2024-Submission of Proxy Form”. Agree to the Terms & Conditions and Declaration. Proceed to download the file format for “Submission of Proxy Form” in accordance with the Guidance Note set therein. Prepare the file for the appointment of proxies by inserting the required data. Login to TIIH Online, select corporate exercise name: “INNITY 17TH AGM 2024-Submission of Proxy Form”. Proceed to upload the duly completed proxy appointment file. Select “Submit” to complete your submission. Print the confirmation report of your submission for your record.

The last date and time for lodging the proxy form is **Wednesday, 5 June 2024 at 9.30 a.m.**

8. NO RECORDING OR PHOTOGRAPHY

No recording or photography of the 17TH AGM proceedings is allowed without prior written permission of the Company.

9. Shareholders are also reminded to monitor the Company’s website and announcements for any changes to 17TH AGM arrangements.

10. If you have any enquiries on the above, please contact the following person-in charge during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

Tricor Investor & Issuing House Services Sdn. Bhd.

General Line: +603-2783 9299

Fax Number: +603-2783 9222

Email: is.enquiry@my.tricorglobal.com

Contact persons	Mr. Allen Sii	+603 2783 9263	Allen.Sii@my.tricorglobal.com
	Ms. Zakiah Binti Wardi	+603 2283 9287	Zakiah@my.tricorglobal.com
	Ms. Dina Qistina Zulkanain	+603 2783 9165	Dina.Qistina@my.tricorglobal.com