

ANNUAL GENERAL MEETING::VOLUNTARY

Issuer & Securities

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SINGAPORE POST LIMITED

Security

SINGAPORE POST LIMITED - SG1N89910219 - S08

Announcement Details

Announcement Title

Annual General Meeting

Date & Time of Broadcast

25-Jun-2024 06:52:47

Status

New

Announcement Reference

SG240625MEETZOQ7

Submitted By (Co./ Ind. Name)

Jonathan Ooi Wei Hsin (Mr)

Designation

Company Secretary

Financial Year End

31/03/2024

Event Narrative

Narrative Type	Narrative Text
Additional Text	Please refer to the attachments.

Event Dates

Meeting Date and Time

24/07/2024 14:30:00

Response Deadline Date

21/07/2024 14:30:00

Event Venue(s)

Place

Venue(s)	Venue details
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Meeting
Venue

The 32nd Annual General Meeting of Singapore Post Limited will be held at Suntec Singapore Convention & Exhibition Centre, Level 3, Summit 1, 1 Raffles Boulevard, Suntec City, Singapore 039593 and using virtual meeting technology.

Attachments

[SingPost Notice of AGM2024.pdf](#)

[SingPost ProxyForm2024.pdf](#)

[SingPost Announcement on holding VirtualAGM2024.pdf](#)

Total size = 306K MB

SINGAPORE POST LIMITED

(Incorporated in the Republic of Singapore)

Company Registration Number: 199201623M

32nd ANNUAL GENERAL MEETING

PROXY FORM

IMPORTANT

1. The Annual General Meeting will be held at Suntec Singapore Convention & Exhibition Centre, Level 3, Summit 1, 1 Raffles Boulevard, Suntec City, Singapore 039593 ("**Physical Meeting**") and using virtual meeting technology ("**Virtual Meeting**") on Wednesday, 24 July 2024 at 2.30 p.m. (Singapore time). Printed copies of the Notice of Annual General Meeting and this proxy form will be sent by post to members. These documents will also be published on the Company's website at the URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings> and the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

2. Arrangements relating to:

(a) in-person attendance at the Annual General Meeting by shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives (including arrangements by which they are to register in person for the Physical Meeting);

(b) attendance at the Annual General Meeting by shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives using virtual meeting technology (including arrangements by which they are to pre-register at the pre-registration website at the URL <https://conveneagm.com/sg/singpost2024> for access to the Virtual Meeting electronically via live audio-visual webcast or live audio-only stream);

(c) submission of questions by shareholders, including CPF and SRS investors, in advance of, or at, the Annual General Meeting, and addressing of substantial and relevant questions in advance of, or at, the Annual General Meeting; and

(d) voting at the Annual General Meeting (i) by shareholders or their duly appointed proxy(ies) (other than the Chairman of the Meeting) or representative(s); (ii) by CPF or SRS investors if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators; or (iii) by shareholders, or CPF or SRS investors, appointing the Chairman of the Meeting as proxy to vote on their behalf at the Annual General Meeting.

3. Please read the notes overleaf which contain instructions on, *inter alia*, the appointment of a proxy(ies).

4. This proxy form is not valid for use and shall be ineffective for all intents and purposes if used or purported to be used by CPF and SRS investors. CPF and SRS investors: (a) may vote at the Annual General Meeting if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or (b) may appoint the Chairman of the Meeting as proxy to vote on their behalf at the Annual General Meeting, in which case they should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 12 July 2024.

5. By submitting an instrument appointing a proxy(ies) and/or representative(s), the member accepts and agrees to the personal data privacy terms set out in the Notice of Annual General Meeting dated 25 June 2024.

I/We _____ NRIC/Passport/Co. Reg. No. _____

of _____

being a member/members of Singapore Post Limited ("**Company**") hereby appoint:

Name	Address	Email Address [^]	NRIC/ Passport No.	Proportion of Shareholdings	
				No. of Shares	%
and/or (delete as appropriate)					

[^] Appointed proxy(ies) will be prompted via email (within 2 business days after the Company's receipt of a validly completed and submitted instrument appointing a proxy(ies)) to pre-register at the pre-registration website at the URL <https://conveneagm.com/sg/singpost2024> if they wish to attend the Virtual Meeting using virtual meeting technology. Appointed proxy(ies) who wish to attend the Physical Meeting can register in person at the Physical Meeting.

or failing whom, or if no proxy is named, the Chairman of the Meeting, as my/our proxy/proxies to attend, speak and vote for me/us on my/our behalf at the 32nd Annual General Meeting of the Company to be held at Suntec Singapore Convention & Exhibition Centre, Level 3, Summit 1, 1 Raffles Boulevard, Suntec City, Singapore 039593 and using virtual meeting technology on Wednesday, 24 July 2024 at 2.30 p.m. (Singapore time) and at any adjournment thereof.

No.	Ordinary Resolutions	For	Against	Abstain
	Routine Business			
1.	To receive and adopt the audited Financial Statements, Directors' Statement and Independent Auditor's Report			
2.	To declare a final tax exempt one-tier dividend of 0.56 cents per ordinary share			
3.	To re-elect Ms Elizabeth Kong Sau Wai as director			
4.	To re-elect Mrs Fang Ai Lian as director			
5.	To re-elect Ms Lim Cheng Cheng as director			
6.	To re-elect Mr Gan Chee Yen as director			
7.	To re-elect Ms Yasmin Binti Aladad Khan as director			
8.	To approve directors' fees payable by the Company			
9.	To re-appoint Deloitte & Touche LLP as Auditor of the Company and to authorise the directors to fix its remuneration			
	Special Business			
10.	To authorise directors to issue shares and to make or grant instruments convertible into shares			
11.	To authorise directors to grant awards and allot/issue shares pursuant to the Singapore Post Restricted Share Plan 2013, and to allot/issue shares pursuant to the Singapore Post Share Option Scheme 2012			
12.	To approve the proposed renewal of the Shareholders Mandate for Interested Person Transactions			
13.	To approve the proposed renewal of the Share Purchase Mandate			

Voting will be conducted by poll. If you wish your proxy/proxies to cast all your votes **For** or **Against** a resolution, please indicate with an "X" in the **For** or **Against** box provided in respect of that resolution. Alternatively, please indicate the number of votes **For** or **Against** in the **For** or **Against** box provided in respect of that resolution. If you wish your proxy/proxies to abstain from voting on a resolution, please indicate with an "X" in the **Abstain** box provided in respect of that resolution. Alternatively, please indicate the number of shares that your proxy/proxies is directed to abstain from voting in the **Abstain** box provided in respect of that resolution. In any other case, the proxy/proxies may vote or abstain as the proxy/proxies deem(s) fit on any of the above resolutions if no voting instruction is specified, and on any other matter arising at the Annual General Meeting.

Dated this _____ day of _____ 2024

Total Number of Shares Held	
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Signature(s) of Member(s) or Common Seal

Contact Number / Email Address of Member(s)

IMPORTANT: Please read Notes



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SINGAPORE POST LIMITED

c/o Boardroom Corporate & Advisory Services Pte. Ltd.
1 Harbourfront Avenue
#14-07 Keppel Bay Tower
Singapore 098632

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Notes:

1. If the member has shares entered against his/her/its name in the Depository Register (maintained by The Central Depository (Pte) Limited), he/she/it should insert that number of shares. If the member has shares registered in his/her/its name in the Register of Members (maintained by or on behalf of the Company), he/she/it should insert that number of shares. If the member has shares entered against his/her/its name in the Depository Register and shares registered in his/her/its name in the Register of Members, he/she/it should insert the aggregate number of shares. If no number is inserted, this instrument appointing a proxy(ies) will be deemed to relate to all the shares held by the member.
2. (a) A member who is not a relevant intermediary is entitled to appoint not more than two proxies to attend, speak and vote at the Annual General Meeting. Where such member's instrument appointing a proxy(ies) appoints more than one proxy, the proportion of the shareholding concerned to be represented by each proxy shall be specified in the instrument.
(b) A member who is a relevant intermediary is entitled to appoint more than two proxies to attend, speak and vote at the Annual General Meeting, but each proxy must be appointed to exercise the rights attached to a different share or shares held by such member. Where such member's instrument appointing a proxy(ies) appoints more than two proxies, the number and class of shares in relation to which each proxy has been appointed shall be specified in the instrument.
"Relevant intermediary" has the meaning ascribed to it in Section 181 of the Companies Act 1967.
A member who wishes to appoint a proxy(ies) must complete the instrument appointing a proxy(ies), before submitting it in the manner set out below.
3. A proxy need not be a member of the Company. A member may choose to appoint the Chairman of the Meeting as his/her/its proxy.
4. The instrument appointing a proxy(ies) must be submitted to the Company in the following manner:
(a) if submitted personally or by post, be lodged at the office of the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632; or
(b) if submitted electronically, be submitted:
(i) via email to the Company's Share Registrar at srs.proxy@boardroomlimited.com; or
(ii) via the online process through the pre-registration website at the URL <https://conveneagm.com/sg/singpost2024>,
and in each case, must be lodged or received (as the case may be) not less than 72 hours before the time appointed for holding the Annual General Meeting.
5. Completion and submission of the instrument appointing a proxy(ies) does not preclude a member from attending, speaking and voting at the Annual General Meeting. A member who attends the Physical Meeting in person or accesses the Virtual Meeting via the live audio-visual webcast or live audio-only stream of the Annual General Meeting proceedings may revoke the appointment of a proxy(ies) at any time before voting commences and in such an event, the Company reserves the right to refuse entry by the proxy(ies) into the Physical Meeting and/or terminate the proxy(ies)' access to the live audio-visual webcast and live audio-only stream of the Annual General Meeting proceedings.
6. The instrument appointing a proxy(ies) must, if submitted personally or by post, or electronically via email, be signed under the hand of the appointor or of his/her attorney duly authorised in writing, or if submitted electronically via the online process through the pre-registration website at the URL <https://conveneagm.com/sg/singpost2024>, be authorised by the appointor via the online process through the website. Where the instrument appointing a proxy(ies) is executed by a corporation, it must, if submitted personally or by post, or electronically via email, be executed either under its seal or under the hand of an officer or attorney duly authorised, or if submitted electronically via the online process through the pre-registration website at the URL <https://conveneagm.com/sg/singpost2024>, be authorised by the appointor via the online process through the website. Where an instrument appointing a proxy(ies) is signed on behalf of the appointor by an attorney, the letter or power of attorney or a duly certified copy thereof must (failing previous registration with the Company), if the instrument is submitted personally or by post, be lodged with the instrument or, if the instrument is submitted electronically via email or via the online process through the pre-registration website at the URL <https://conveneagm.com/sg/singpost2024>, be emailed or uploaded (as the case may be) with the instrument, failing which the instrument may be treated as invalid.
7. A corporation which is a member may authorise by resolution of its directors or other governing body such person as it thinks fit to act as its representative at the Annual General Meeting, in accordance with Section 179 of the Companies Act 1967.
8. The Company shall be entitled to reject an instrument appointing a proxy(ies) if it is incomplete, improperly completed, illegible or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified in the instrument appointing a proxy(ies) (including any related attachment). In addition, in the case of members whose shares are entered against their names in the Depository Register, the Company may reject any instrument appointing a proxy(ies) lodged or submitted if such members are not shown to have shares entered against their names in the Depository Register as at 72 hours before the time appointed for holding the Annual General Meeting, as certified by The Central Depository (Pte) Limited to the Company.

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SINGAPORE POST LIMITED

(Incorporated in the Republic of Singapore)
Company Registration No. 199201623M

HYBRID ANNUAL GENERAL MEETING TO BE HELD ON 24 JULY 2024

1. **Hybrid AGM.** Singapore Post Limited (“**SingPost**” or the “**Company**”) is pleased to announce that its Annual General Meeting (“**AGM**”) will be held, in a hybrid format, at Suntec Singapore Convention & Exhibition Centre, Level 3, Summit 1, 1 Raffles Boulevard, Suntec City, Singapore 039593 (“**Physical Meeting**”) and using virtual meeting technology (“**Virtual Meeting**”) on **Wednesday, 24 July 2024 at 2.30 p.m. (Singapore time)**. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives will be able to ask questions and vote at the AGM by attending the Physical Meeting in person or by participating in the Virtual Meeting using virtual meeting technology.
2. **Notice of AGM and proxy form.** Printed copies of the Notice of AGM and the accompanying proxy form will be sent by post to shareholders. These documents will also be published on our corporate website and the SGX website¹.
3. **Arrangements for participating in the AGM.** Shareholders, including CPF and SRS investors, may participate in the AGM by:
 - (a) (i) attending the Physical Meeting in person; or (ii) attending the Virtual Meeting using virtual meeting technology (by observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream);
 - (b) submitting questions in advance of, or at, the AGM; and/or
 - (c) voting at the AGM (i) by the shareholders themselves or through duly appointed proxy(ies) (other than the Chairman of the Meeting)² or representative(s); (ii) by the CPF or SRS investors themselves if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators; or (iii) by the shareholders, or the CPF or SRS investors, appointing the Chairman of the Meeting as proxy to vote on their behalf at the AGM.

Details of the steps for registration, submission of questions and voting at the AGM by shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives are set out in the Appendix to this announcement.

In particular, CPF and SRS investors who wish to appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM should approach their respective CPF Agent Banks or SRS Operators to submit their votes by **5.00 p.m. on 12 July 2024**.

Persons who hold SingPost shares through relevant intermediaries (as defined in Section 181 of the Companies Act 1967), other than CPF and SRS investors, and who wish to participate in the AGM should contact the relevant intermediary through which they hold such shares as soon as possible in order for the necessary arrangements to be made.

4. **Annual Report 2023/24 and Letter to Shareholders.** The Annual Report 2023/24 and the Letter to Shareholders dated 25 June 2024 (in relation to the proposed renewal of the shareholders mandate for interested person transactions and the proposed renewal of the share purchase mandate) have been published and may be accessed at our corporate website as follows:

¹ The Notice of AGM and proxy form may be accessed at our corporate website at the URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings> and the SGX website at the URL <https://www.sgx.com/securities/company-announcements>.

² For the avoidance of doubt, CPF and SRS investors will not be able to appoint third party proxy(ies) (i.e., persons other than the Chairman of the Meeting) to attend, speak and/or vote at the AGM on their behalf.

- (a) the Annual Report 2023/24 may be accessed at the URL <https://www.singpost.com/about-us/investor-relations/annual-reports> by clicking on the hyperlink for “DOWNLOAD FULL ANNUAL REPORT” under “FY2023/24”; and
- (b) the Letter to Shareholders dated 25 June 2024 may be accessed at the URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings> by clicking on the hyperlink for “Letter to Shareholders” under “FY2023/24 AGM”.

The above documents will also be made available on the SGX website at the URL <https://www.sgx.com/securities/company-announcements>. Shareholders may request for printed copies of these documents by completing and returning the request form (sent to them by post together with printed copies of the Notice of AGM and proxy form) no later than 11 July 2024.

5. **Record date and payment date for final dividend.** Subject to the approval of the shareholders to the final one-tier tax exempt dividend at the AGM, the Transfer Book and Register of Members of the Company will be closed on 2 August 2024 for the preparation of dividend warrants. Duly completed registrable transfers of ordinary shares of the Company received by the Company’s Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632, up to 5.00 p.m. on 1 August 2024 will be registered to determine shareholders’ entitlements to the proposed dividend, subject to approval of shareholders to the proposed dividend at the AGM to be convened and held on 24 July 2024. Subject as aforesaid, shareholders (being depositors) whose securities accounts with The Central Depository (Pte) Limited are credited with ordinary shares of the Company as at 5.00 p.m. on 1 August 2024 will rank for the proposed dividend. The proposed dividend, if so approved by shareholders, will be paid on 15 August 2024.
6. **Key dates/deadlines.** In summary, the key dates/deadlines which shareholders should take note of are set out in the table below:

Key dates	Actions
25 June 2024 (Tuesday)	Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who wish to attend the Virtual Meeting using virtual meeting technology may begin to pre-register for the Virtual Meeting at the pre-registration website at the URL https://conveneagm.com/sg/singpost2024 . No pre-registration is required for attendance at the Physical Meeting.
5.00 p.m. on 11 July 2024 (Thursday)	Deadline for shareholders, including CPF and SRS investors, to submit questions in advance of the AGM.
5.00 p.m. on 12 July 2024 (Friday)	Deadline for CPF and SRS investors who wish to appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
By 2.30 p.m. on 19 July 2024 (Friday)	The Company will publish its responses to the substantial and relevant questions (received from shareholders by the 11 July 2024 submission deadline) on its corporate website at the URL https://www.singpost.com/about-us/investor-relations/shareholder-meetings and the SGX website at the URL https://www.sgx.com/securities/company-announcements .
2.30 p.m. on 21 July 2024 (Sunday)	Deadline for shareholders to: <ul style="list-style-type: none"> • pre-register for the Virtual Meeting; and • submit instruments appointing a proxy(ies).

Key dates	Actions
	<p>Shareholders who wish to appoint third party proxy(ies) are encouraged to submit their instrument appointing a proxy(ies) early, and should request proxy(ies) who wish to attend the Virtual Meeting to pre-register by this deadline.</p>
<p>By 2.30 p.m. on 23 July 2024 (Tuesday)</p>	<p>Authenticated shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who have pre-registered for the Virtual Meeting via the pre-registration website will receive, via the email address provided on pre-registration, an email confirming successful registration for the Virtual Meeting.</p> <p>Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who do not receive any confirmation email by 2.30 p.m. on 23 July 2024, but have registered by the 21 July 2024 deadline, should contact the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at +65 6230 9586 / +65 6230 9768 between 2.30 p.m. and 5.30 p.m. on 23 July 2024 for assistance.</p>
<p>Date and time of AGM – 2.30 p.m. on 24 July 2024 (Wednesday)</p>	<ul style="list-style-type: none"> • Physical Meeting. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives may attend the Physical Meeting at Suntec Singapore Convention & Exhibition Centre, Level 3, Summit 1, 1 Raffles Boulevard, Suntec City, Singapore 039593. Please bring along: <ul style="list-style-type: none"> (a) your NRIC/Passport to enable the Company to verify your identity for entry to the Physical Meeting; and (b) (as voting at the Physical Meeting will be conducted via an online platform), a web browser-enabled device in order to access the voting function on the online platform for the AGM. <p>Registration will commence at 1.30 p.m.. Please arrive early to facilitate the registration process.</p> • Virtual Meeting. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who have successfully pre-registered for the Virtual Meeting may use the login credentials created during pre-registration to access the live audio-visual webcast or live audio-only stream of the AGM proceedings. If there are any difficulties accessing the webcast, please contact support@conveneagm.com for assistance.
<p>5.00 p.m. on 1 August 2024 (Thursday)</p>	<p>Record date for determining entitlements to final dividend, subject to shareholders' approval at the AGM.</p>
<p>15 August 2024 (Thursday)</p>	<p>Payment date for final dividend, subject to shareholders' approval at the AGM.</p>

Shareholders may also check our corporate website at the URL <https://www.singpost.com/about-us/investor-relations/shareholder-meetings> or the SGX website

at the URL <https://www.sgx.com/securities/company-announcements> for the latest updates on the status of the AGM.

Issued by Singapore Post Limited on 25 June 2024.

APPENDIX

Steps for registration, submission of questions and voting at the AGM

Authenticated shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives will be able to attend the Physical Meeting in person or the Virtual Meeting using virtual meeting technology (by observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream through their mobile phones, tablets or computers), submit questions in advance of, or at, the AGM and/or vote at the AGM (a) by the shareholders themselves or through duly appointed proxy(ies) (other than the Chairman of the Meeting)³ or representative(s); (b) by the CPF or SRS investors themselves if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators; or (c) by the shareholders, or the CPF or SRS investors, appointing the Chairman of the Meeting as proxy to vote on their behalf at the AGM.

To do so, they will need to complete the following steps:

No.	Steps	Details
1.	Register in-person for Physical Meeting or pre-register for Virtual Meeting	<p>Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives can choose to either attend the Physical Meeting in person or attend the Virtual Meeting using virtual meeting technology.</p> <p>Physical Meeting. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives can attend the Physical Meeting in person. To do so, they will need to register in person at the registration counter(s) outside the AGM venue on the day of the event. Registration will commence at 1.30 p.m. on that day. Please bring along:</p> <ul style="list-style-type: none"> (a) your NRIC/Passport to enable the Company to verify your identity for entry to the Physical Meeting; and (b) (as voting at the Physical Meeting will be conducted via an online platform), a web browser-enabled device in order to access the voting function on the online platform for the AGM. <p>Virtual Meeting. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who wish to attend the Virtual Meeting using virtual meeting technology can pre-register for the Virtual Meeting at the pre-registration website at the URL https://conveneagm.com/sg/singpost2024 from now up to 2.30 p.m. on 21 July 2024 to enable SingPost to verify their status.</p> <p>Following verification, authenticated shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives, who have pre-registered for the Virtual Meeting via the pre-registration website will receive, via the email address provided on pre-registration, an email confirming successful registration for the Virtual Meeting.</p> <p>Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who do not receive any confirmation email by 2.30 p.m. on 23 July 2024, but have registered by the 21 July 2024 deadline, should contact the Company's Share Registrar, Boardroom Corporate & Advisory</p>

³ See footnote 2 above.

No.	Steps	Details
		Services Pte. Ltd., at +65 6230 9586 / +65 6230 9768 between 2.30 p.m. and 5.30 p.m. on 23 July 2024 for assistance.
2.	Submit questions in advance of, or at, the AGM	<p>Shareholders, including CPF and SRS investors, can submit questions in advance of, or at, the AGM.</p> <p>Submit substantial and relevant questions in advance of the AGM. Shareholders, including CPF and SRS investors, can submit substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, in advance of the AGM, in the following manner:</p> <p>(a) via the pre-registration website at the URL https://conveneagm.com/sg/singpost2024;</p> <p>(b) via email to the Company at AGM@singpost.com; or</p> <p>(c) by post to the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632.</p> <p>When submitting your questions via email or by post, please also provide us with the following details for verification purposes:</p> <ul style="list-style-type: none"> • your full name; • your address; and • the manner in which you hold shares in SingPost (e.g., via CDP, CPF, SRS and/or scrip). <p>All questions submitted in advance must be received by 5.00 p.m. on 11 July 2024.</p> <p>Ask substantial and relevant questions at the AGM. Shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives can also ask the Chairman of the Meeting substantial and relevant questions related to the resolutions to be tabled for approval at the AGM, at the AGM itself. Attendees at the Virtual Meeting (whether attending through live audio-visual webcast or live audio-only stream) who wish to ask questions at the AGM can do this by submitting text-based questions via the live chat function on the online platform for the AGM. The live chat function will also be available for use by attendees (in addition to asking questions in person) at the Physical Meeting.</p> <p>Addressing questions. We will address all substantial and relevant questions (which are related to the resolutions to be tabled for approval at the AGM) received from shareholders by the 11 July 2024 deadline by publishing our responses to such questions on our corporate website at the URL https://www.singpost.com/about-us/investor-relations/shareholder-meetings and the SGX website at the URL https://www.sgx.com/securities/company-announcements by 2.30 p.m. on 19 July 2024. We will respond to questions or follow-up questions (which are related to the resolutions to be tabled for approval at the AGM) received after the 11 July 2024 deadline either within a reasonable timeframe before the AGM, or at the AGM itself. Where substantially similar questions are received, we will consolidate such questions and consequently not all questions may be individually addressed.</p> <p>Minutes of AGM. We will publish the minutes of the AGM on our corporate website and the SGX website, and the minutes will include</p>

No.	Steps	Details
		the responses to substantial and relevant questions from shareholders which are addressed during the AGM.
3.	Vote, or submit instruments appointing a proxy(ies) to vote, at the AGM	<p>Shareholders can vote at the AGM themselves or through duly appointed proxy(ies)⁴ or representative(s). Shareholders who wish to appoint a proxy(ies) must complete the instrument appointing a proxy(ies), before submitting it in the manner set out below.</p> <p>Submit instruments appointing a proxy(ies). The instrument appointing a proxy(ies) must be submitted to the Company in the following manner:</p> <p>(a) if submitted personally or by post, be lodged with the Company's Share Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632; or</p> <p>(b) if submitted electronically, be submitted:</p> <p>(i) via email to the Company's Share Registrar at srs.proxy@boardroomlimited.com; or</p> <p>(ii) via the online process through the pre-registration website at the URL https://conveneagm.com/sg/singpost2024,</p> <p>and in each case, must be lodged or received (as the case may be) by 2.30 p.m. on 21 July 2024.</p> <p>A shareholder who wishes to submit an instrument appointing a proxy(ies) personally, by post or via email can either use the printed copy of the proxy form which is sent to him/her/it by post or download a copy of the proxy form from our corporate website or the SGX website, and complete and sign the proxy form before submitting it personally or by post to the address provided above, or before submitting it via email (e.g., by enclosing a completed and signed PDF copy of the proxy form) to the email address provided above.</p> <p>Appointed proxies (other than the Chairman of the Meeting) will be prompted via email (within 2 business days after the Company's receipt of a validly completed and submitted instrument appointing a proxy(ies)) to pre-register at the pre-registration website at the URL https://conveneagm.com/sg/singpost2024 if they wish to attend the Virtual Meeting using virtual meeting technology. Appointed proxies who wish to attend the Physical Meeting can register in person at the Physical Meeting. Shareholders who wish to appoint third party proxy(ies) are encouraged to submit their instrument appointing a proxy(ies) early, and should request proxy(ies) who wish to attend the Virtual Meeting to pre-register by 2.30 p.m. on 21 July 2024.</p> <p>Revocation of proxy appointment. Completion and submission of the instrument appointing a proxy(ies) does not preclude a shareholder from attending, speaking and voting at the AGM. A shareholder who attends the Physical Meeting in person or accesses the Virtual Meeting via the live audio-visual webcast or live audio-only stream of the AGM proceedings may revoke the appointment of a proxy(ies) at any time before voting commences and in such an event, the Company reserves the right to refuse entry by the proxy(ies) into</p>

⁴ See footnote 2 above.

No.	Steps	Details
		<p>the Physical Meeting and/or terminate the proxy(ies)' access to the live audio-visual webcast and live audio-only stream of the AGM proceedings.</p> <p>CPF and SRS investors. CPF and SRS investors:</p> <p>(a) may vote at the AGM if they are appointed as proxies by their respective CPF Agent Banks or SRS Operators, and should contact their respective CPF Agent Banks or SRS Operators if they have any queries regarding their appointment as proxies; or</p> <p>(b) may appoint the Chairman of the Meeting as proxy to vote on their behalf at the AGM, in which case they should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 12 July 2024.</p> <p>Vote at the AGM. As voting at the AGM (whether at the Physical Meeting or Virtual Meeting) will be conducted via an online platform, shareholders, including CPF and SRS investors, and (where applicable) duly appointed proxies and representatives who wish to vote at the AGM (whether at the Physical Meeting or Virtual Meeting) must have with them a web browser-enabled device in order to access the voting function on the online platform for the AGM</p>