# **KOYO INTERNATIONAL LIMITED**

(Company Registration No. 200100075E) (Incorporated In the Republic of Singapore)

## PROXY FORM ANNUAL GENERAL MEETING

(Please see notes overleaf before completing this Form)

### IMPORTANT:

- The Annual General Meeting ("Meeting") is being convened by electronic means pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Order 2020. Due to the current COVID-19 restriction order, a member will not be able to physically attend the Meeting. A member (including Relevant Intermediary#) must appoint the Chairman of the Meeting as proxy to vote on his/her/it behalf at the Meeting if such member wishes to exercise his/ her/its voting rights at the Meeting.
- 2. Alternative arrangements relating to the attendance of the Meeting through electronic means, as well as conduct of the Meeting and relevant guidance with full details are set out in the accompanying Company's notice of AGM dated 12 April 2021, which can be accessed via the SGX website at: https://www.sgx.com/securities/company-announcements, the Company's corporate website at http://www.koyotech.com and the website set up for the purposes of the AGM at the following URL: https://koyointlagmegm2021.investor.exchange.
- CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators (being relevant intermediaries) to submit their votes by 2.00 p.m. on 16 April 2021.
- 4. This Proxy Form is not valid for use by CPF and SRS Investors and shall be ineffective for all intents and purposes if used or purported to be used by them. CPF/SRS investors should contact their respective Agent Banks if they have any queries regarding their appointments as proxies.

\_(Name)

(Address)

(NRIC No./Passport No./Company Registration No.\*)

of \_

I/We\*.\_\_\_\_

## being a member/members\* of KOYO INTERNATIONAL LIMITED ("Company"), hereby appoint:

Chairman of the Annual General Meeting ("**Meeting**") as my/our\* proxy to attend and vote for me/us\* on my/our\* behalf at the Meeting of the Company to be convened and held by way of **electronic means on Tuesday, 27 April 2021 at 2.00 p.m.** and at any adjournment thereof. I/We\* direct my/our\* proxy to vote for, against or to abstain from voting the Resolutions proposed at the Meeting as indicated hereunder. If no specific direction as to voting is given or in the event of any other matter arising at the Meeting and at any adjournment thereof, the proxy will vote or abstain from voting at his discretion. In terms of proxy voting, the shareholder/shareholders must appoint the Chairman of the Meeting to act as proxy and direct the vote at the Meeting.

No.	Resolutions relating to:	No. of Votes 'For'**	No. of Votes 'Against'**	No. of Votes 'Abstain'**
1	To receive and adopt the Directors' Statement and the Audited Financial Statements for the financial year ended 31 December 2020 together with the Auditor's Report thereon			
2	To declare a First and Final tax exempt (one-tier) dividend of 0.05 Singapore cents per ordinary share for the financial year ended 31 December 2020			
3	To approve the payment of Directors' fees of \$\$120,000 for the financial year ending 31 December 2021, payable quarterly in arrears (2020: \$\$120,000)			
4	To re-elect Mr. Foo Suay Wei as a Director			
5	To re-elect Mr. Wong Loke Tan as a Director			
6	To approve Mr. Yeo Guat Kwang's continued appointment as an Independent Director by all shareholders			
7	To approve Mr. Yeo Guat Kwang's continued appointment as an Independent Director by shareholders (excluding the Directors and the Chief Executive Officer of the Company, and their respective associates)			
8	To approve Ms. Serena Lee Chooi Li's continued appointment as an Independent Director by all shareholders			
9	To approve Ms. Serena Lee Chooi Li's continued appointment as an Independent Director by shareholders (excluding the Directors and the Chief Executive Officer of the Company, and their respective associates)			
10	To re-appoint Messrs UHY Lee Seng Chan & Co as auditors of the Company, to hold office until the conclusion of the next AGM of the Company and to authorise the Directors to fix their remuneration			
11	To authorise Directors to issue and allot shares			
12	To approve the renewal of Share Buyback Mandate			

\* Delete where inapplicable

\*\* If you wish to exercise all your votes 'For', 'Against' or 'Abstain from Voting', please tick (√) within the box provided. Alternatively, please indicate the number of votes as appropriate. If you mark the abstain box for a particular resolution, you are directing your proxy not to vote on that resolution on a poll and your votes will not be counted in computing the required majority on a poll.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021

Total number of Shares in:	No. of Shares
(a) CDP Register	
(b) Register of Members	

Signature(s) of Shareholder(s) and/or, Common Seal of Corporate Shareholder

#### Notes:

# Due to the fast-evolving COVID-19 situation in Singapore, the Company may be required to change its Meeting arrangements at short notice. The Company is taking the relevant steps in accordance with the Part 4 of the COVID-19 (Temporary Measures) Act 2020.

- 1. Please insert the total number of Shares held by you. If you have Shares entered against your name in the Depository Register (as defined in Section 81SF of the Securities and Futures Act Chapter 289 of Singapore), you should insert that number of Shares. If you have Shares registered in your name in the Register of Members, you should insert that number of Shares. If you have Shares entered against your name in the Depository Register and Shares registered in your name in the Register of Members, you should insert that number of Shares. If you have Shares entered against your name in the Depository Register and Shares registered in your name in the Register of Members, you should insert the aggregate number of Shares entered against your name in the Depository Register and registered in your name in the Register of Members. If no number is inserted, the instrument appointing a proxy or proxies shall be deemed to relate to all the Shares held by you.
- 2. In light of the current COVID-19 measures in Singapore, members will not be able to attend the Meeting in person. A member of the Company (including a Relevant Intermediary<sup>#</sup>) must appoint the Chairman of the Meeting as his/her/its proxy to vote on his/her/its behalf at the Meeting if such member wishes to exercise his/her/its voting rights at the Meeting.
- 3. The instrument appointing the Chairman of the Meeting as proxy must be submitted to the Company in the following manner:
  - a. if submitted by post, be lodged at the registered office of the Company at 53 Ubi Avenue 3 #02-01 Singapore 408863; or
  - b. if submitted electronically, be submitted via email to the mail@koyointernational.com; or
  - c. via the following URL: https://koyointlagmegm2021.investor.exchange ("Koyo AGM Website") in the electronic format accessible on the Koyo AGM Website;

# in either case, by no later than 24 April 2021, 2.00 p.m., being at least seventy-two (72) hours before the time appointed for holding the Meeting.

In the case of submission of the Proxy Form other than via the Koyo AGM Website, a member who wishes to submit an instrument of proxy must first download, complete and sign the proxy form, before submitting it by post to the address provided above, or before scanning and sending it by email to the email address provided above.

# In view of the current COVID-19 situation and the related safe distancing measures which may make it difficult for members to submit completed proxy forms by post, members are strongly encouraged to submit completed proxy forms electronically via email.

- 4. In the case of submission of the Proxy Form other than via the Koyo AGM Website, the instrument appointing the Chairman of the Meeting as proxy must be under the hand of the appointor or on his/her attorney duly authorised in writing. Where the instrument appointing the Chairman of the Meeting as proxy is executed by a corporation, it must be executed either under its common seal or signed on its behalf by its attorney duly authorised in writing or by an authorised officer of the corporation, failing which the instrument of proxy may be treated as invalid.
- 5. An investor who holds shares under the CPF or Supplementary Retirement Scheme ("CPF/SRS Investor") and wishes to vote, should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 16 April 2021 at 2.00pm to appoint the Chairman of the Meeting as their proxy, at least 7 working days before the date of the AGM.
- 6. A Depositor's name must appear on the Depository Register maintained by The Central Depositor (Pte) Limited as at 72 hours before the time fixed for holding the AGM in order for the Depositor to be entitled to vote at the AGM.

# 7. Please note that shareholders will <u>not</u> be able to vote through the Live Webcast and <u>can only vote with their proxy</u> forms which are required to be submitted in accordance with the foregoing paragraphs.

- # A Relevant Intermediary is:
  - (a) a banking corporation licensed under the Banking Act (Chapter 19) or a wholly-owned subsidiary of such a banking corporation, whose business includes the provision of nominee services and who holds shares in that capacity; or
  - (b) a person holding a capital markets services licence to provide custodial services for securities under the Securities and Futures Act (Chapter 289) and who holds shares in that capacity; or
  - (c) the Central Provident Fund Board established by the Central Provident Fund Act (Chapter 36), in respect of shares purchased under the subsidiary legislation made under that Act providing for the making of investments from the contributions and interest standing to the credit of members of the Central Provident Fund, if the Board holds those shares in the capacity of an intermediary pursuant to or in accordance with that subsidiary legislation.

#### General:

The Company shall be entitled to reject the instrument appointing the Chairman of the Meeting as proxy if it is incomplete, improperly completed or illegible, or where the true intentions of the appointor are not ascertainable from the instructions of the appointor specified in the instrument appointing the Chairman of the Meeting as proxy. In addition, in the case of Shares entered in the Depository Register, the Company may reject any instrument appointing the Chairman of the Meeting as proxy lodged if the member, being the appointor, is not shown to have Shares entered against his name in the Depository Register as at 72 hours before the time appointed for holding the Meeting, as certified by The Central Depository (Pte) Limited to the Company.

### PERSONAL DATA PRIVACY:

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 12 April 2021.