



CDL HOSPITALITY TRUSTS

A stapled group comprising:

CDL HOSPITALITY REAL ESTATE INVESTMENT TRUST

(a real estate investment trust constituted on 8 June 2006 under the laws of the Republic of Singapore)

CDL HOSPITALITY BUSINESS TRUST

(a business trust constituted on 12 June 2006 under the laws of the Republic of Singapore)

ANNUAL GENERAL MEETINGS TO BE HELD ON 22 APRIL 2022

1. **Background.** M&C REIT Management Limited, as manager of CDL Hospitality Real Estate Investment Trust (“**H-REIT**”, and the manager of H-REIT, the “**H-REIT Manager**”), and M&C Business Trust Management Limited, as trustee-manager of CDL Hospitality Business Trust (“**HBT**”, and the trustee-manager of HBT, the “**HBT Trustee-Manager**”, and together with the H-REIT Manager, the “**Managers**”, and H-REIT and HBT together, CDL Hospitality Trusts “**CDLHT**”) refer to:
 - (a) the Notice of Annual General Meetings dated 24 March 2022, which is published on CDLHT’s website at <https://investor.cdlht.com/agm-egm.html> and on SGXNet (“**Notice of AGMs**”);
 - (b) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enabled the Minister for Law by order to prescribe alternative arrangements for listed companies in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means;
 - (c) 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**”), gazetted on 13 April 2020 which sets out the alternative arrangements in respect of, *inter alia*, general meetings of business trusts and unit trusts; and
 - (d) 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, 1 October 2020 and 4 February 2022) which provides guidance on the conduct of general meetings amid the evolving COVID-19 situation.
2. **Date, time and conduct of AGMs.** The Managers are pleased to announce that pursuant to the Order, the AGMs will be convened and held by way of electronic means, on **Friday, 22 April 2022 at 3.00 p.m.**
3. **Notice of AGMs and proxy form.** Printed copies of the Notice of AGMs and proxy form will not be sent to stapled security holders of CDLHT (the “**Stapled Security Holders**”), instead, the Notice of AGMs and proxy form will be made available by electronic means via publication on CDLHT’s website at the URL <https://investor.cdlht.com/agm-egm.html> as well as on the SGX website at URL <https://www.sgx.com/securities/company-announcements>.
4. **No personal attendance at AGMs.** As a precautionary measure due to the current COVID-19 situation in Singapore, we seek your understanding that **Stapled Security Holders will not be able to attend the AGMs in person.**
5. **Alternative arrangements for participation at the AGMs.** Stapled Security Holders may participate at the AGMs by:
 - (a) appointing the Chairman of the Meetings as proxy to attend, speak and vote on their behalf at the AGMs;
 - (b) observing and/or listening to the AGMs proceedings via live audio-visual webcast or live audio-only streaming; and/or

- (c) submitting questions they would like to raise in advance of the AGMs.

Details of the steps for submission of the proxy form for voting at the AGMs, pre-registration to obtain access to the live audio-visual webcast or live audio-only stream, and pre-submission of questions to be raised at the AGMs are set out in the **Appendix** to this announcement.

6. **Persons who hold units in H-REIT and HBT (collectively, “Stapled Securities”), through relevant intermediaries.** Persons who hold Stapled Securities through relevant intermediaries (as defined in section 181 of the Companies Act 1967), including SRS investors, and who wish to participate in the AGMs by:

- (a) appointing the Chairman of the Meetings as proxy to attend, speak and vote on their behalf at the AGMs;
- (b) observing and/or listening to the AGMs proceedings via live audio-visual webcast or live audio-only streaming; and/or
- (c) submitting questions they would like to raise in advance of the AGMs;

should contact the relevant intermediary (which would include, in the case of SRS investors, their respective SRS Operators) through which they hold such Stapled Securities as soon as possible in order for the necessary arrangements to be made for their participation in the AGMs.

7. **Annual Report 2021, Audited Financial Statements of the HBT Trustee-Manager (“MBTM FS”) and Circular.** The Annual Report 2021, MBTM FS and Circular (in relation to the Proposed Distribution Reinvestment Plan) have been published and may be accessed at CDLHT website as follows:

- (a) the Annual Report 2021 and MBTM FS may be accessed at URL <https://investor.cdlht.com/ar.html>; and
- (b) the Circular may be accessed at URL <https://investor.cdlht.com/circulars.html>.

The above documents may also be accessed on the SGX website at URL <https://www.sgx.com/securities/company-announcements>. Stapled Security Holders may request for printed copies of these documents by completing and submitting their request(s) through the online Request Form at <https://investor.cdlht.com/ar2021-request-form> by **7 April 2022**.

8. **Key dates/deadlines.** In summary, the key dates/deadlines which Stapled Security Holders should take note of are set out in the table below:

Key dates	Actions
From 9.30 a.m. on 24 March 2022 (Thursday)	Stapled Security Holders may begin to pre-register at https://online.meetings.vision/cdlht-agm-registration for live audio-visual webcast or live audio-only streaming of the AGMs proceedings.
5.00 p.m. on 11 April 2022 (Monday)	Deadline for Stapled Security Holders to submit questions to be raised at the AGMs in advance.
5.00 p.m. on 12 April 2022 (Tuesday)	Deadline for SRS investors who wish to appoint the Chairman of the Meetings as their proxy, must approach their respective SRS Operators to submit their votes by this deadline.
3.00 p.m. on 20 April 2022 (Wednesday)	Deadline for Stapled Security Holders to: <ul style="list-style-type: none"> • submit proxy forms; • pre-register for live audio-visual webcast or live audio-only streaming of the AGMs proceedings.

Key dates	Actions
By 3.00 p.m. on 21 April 2022 (Thursday)	<p>Individuals or corporates whose status as Stapled Security Holders have been verified will receive an email with a link to access the live audio-visual webcast platform landing page or a toll-free telephone number and a conference code to access the live audio-only streaming of the AGMs proceedings (the “Confirmation Email”).</p> <p>Stapled Security Holders who do not receive the Confirmation Email by 3.00 p.m. on 21 April 2022, but have registered by the 20 April 2022 deadline, should contact the Stapled Security Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at CDLHT2022@boardroomlimited.com, or alternatively at +65 6536 5355 (between 3.00 p.m. to 5.30 p.m. on 21 April 2022 and between 8.30 a.m. to 2.00 p.m. on 22 April 2022).</p>
Time and date of AGMs 3.00 p.m. on 22 April 2022 (Friday)	<ul style="list-style-type: none"> Click on the link in the Confirmation Email to access the ‘live’ audio-visual webcast landing page. Insert registered email to receive a single-use unique link in the registered email account and click on the single-use unique link to view the ‘live’ audio-visual webcast; or Call the toll-free telephone number in the Confirmation Email and enter the conference code to access the live audio-only streaming of the AGMs proceedings.

9. **Further information.** For more information, Stapled Security Holders can email us at agm2022@cdlht.com.
10. **Important reminder.** Due to the constantly evolving COVID-19 situation in Singapore, we may be required to change our arrangements for the AGMs at short notice. Stapled Security Holders should check <https://investor.cdlht.com/agm-egm.html> for the latest updates on the status of the AGMs.

The Managers would like to thank all Stapled Security Holders for their patience and co-operation in enabling the Managers to hold the AGMs with the optimum safe management measures amidst the current COVID-19 situation.

BY ORDER OF THE BOARD

M&C REIT Management Limited
(as manager of CDL Hospitality Real Estate
Investment Trust)

Enid Ling Peek Fong
Soo Lai Sun
Company Secretaries

Singapore

25 March 2022

BY ORDER OF THE BOARD

M&C Business Trust Management Limited
(as trustee-manager of CDL Hospitality
Business Trust)

Enid Ling Peek Fong
Soo Lai Sun
Company Secretaries

Singapore

25 March 2022

APPENDIX

Steps for pre-registration, pre-submission of questions and voting at the AGMs

Stapled Security Holders will be able to observe and/or listen to the AGMs proceedings through a live audio-visual webcast or live audio-only streaming via their mobile phones, tablets or computers, submit questions in advance of the AGMs and vote by appointing the Chairman of the AGMs as proxy to attend, speak and vote on their behalf at the AGMs.

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

No.	Steps	Details
1.	Pre-registration	<p>Stapled Security Holders who wish to observe or listen to the AGMs proceedings, must pre-register at the pre-registration website at https://online.meetings.vision/cdlht-agm-registration and following the online instructions, from 9.30 a.m. on 24 March 2022 till 3.00 p.m. on 20 April 2022, to enable the Managers to verify their status as Stapled Security Holders.</p> <p>Following the verification of the status of Stapled Security Holders, authenticated persons will receive an email with a link to access the live audio-visual webcast platform landing page and a toll-free telephone number to access the live audio-only streaming of the AGMs proceedings (the “Confirmation Email”).</p> <p>Stapled Security Holders who do not receive the Confirmation Email by 3.00 p.m. on 21 April 2022, but have registered by the 20 April 2022 deadline, should contact the Stapled Security Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at CDLHT2022@boardroomlimited.com, or alternatively at +65 6536 5355 (between 3.00 p.m. to 5.30 p.m. on 21 April 2022 and between 8.30 a.m. to 2.00 p.m. on 22 April 2022).</p>
2.	Submit questions in advance	<p>Stapled Security Holders will not be able to ask questions at the AGMs live during the webcast or audio-streaming, and therefore it is important for Stapled Security Holders to pre-register and submit their questions in advance of the AGMs.</p> <p>Submission of questions. Stapled Security Holders can submit questions related to the resolutions to be tabled for approval at the AGMs to the Chairman of the Meetings, in advance of the AGMs, in the following manner:</p> <p>(a) Via email. Stapled Security Holders may and are strongly encouraged to submit their questions via email to agm2022@cdlht.com.</p> <p>(b) By post. Stapled Security Holders may also submit their questions by post to CDL Hospitality Trusts, 390 Havelock Road, #02-06 King's Centre, Singapore 169662.</p> <p>When sending in your questions via email or by post, please also provide us with the following details:</p> <ul style="list-style-type: none"> • your full name as it appears on your CDP/SRS records; • NRIC/Passport Number; • your address; • number of Stapled Securities held; and • the manner in which you hold Stapled Securities in CDLHT (e.g., via CDP or SRS). <p>Deadline to submit questions. All questions must reach the Managers by 5.00 p.m. on 11 April 2022.</p>

No.	Steps	Details
		<p>Addressing questions. The Managers will address all substantial and relevant questions relating to the Annual Report and other agenda items set out in the Notice of AGMs received from Stapled Security Holders prior to the AGMs by publishing the Managers' responses to such questions on the CDLHT website at the URL https://investor.cdlht.com/agm-egm.html and on SGXNet prior to the AGMs.</p> <p>Minutes of AGMs. The Managers will publish the minutes of the AGMs on CDLHT website and on SGXNET.</p>
3.	Submit proxy forms to vote	<p>Appointment of Chairman of the Meetings as proxy. Stapled Security Holders (whether individual or corporate) who pre-register to observe and/or listen to the AGMs proceedings and wish to vote on the resolutions to be tabled at the AGMs must appoint the Chairman of the Meetings as their proxy to attend, speak and vote on their behalf at the AGMs, in accordance with the instructions on the proxy form.</p> <p>Specific voting instructions to be given. Where Stapled Security Holders (whether individual or corporate) appoint the Chairman of the Meetings as their proxy, they must give specific instructions as to voting, or abstentions from voting, in respect of each resolution in the proxy form, failing which the appointment of the Chairman of the Meetings as proxy for any resolution without specific instructions will be treated as invalid.</p> <p>Submission of proxy forms. Proxy forms must be submitted in the following manner:</p> <p>(a) if submitted by post, be deposited at the office of the Stapled Security 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, via email to the Stapled Security Registrar at CDLHT2022@boardroomlimited.com,</p> <p>in either case, by 3.00 p.m. on 20 April 2022.</p> <p>In view of the current COVID-19 situation in Singapore, Stapled Security Holders are strongly encouraged to submit completed proxy forms electronically via email.</p> <p>SRS investors who wish to appoint the Chairman of the Meetings as their proxy should approach their respective SRS Operators to submit their votes by 5.00 p.m. on 12 April 2022.</p>