



## Important Notices to shareholders

- 1) To participate in the Meeting, we direct our esteemed shareholders to send a request with a clear copy of the ID or Passport of the Shareholder or his/her representative, as well as the Proxy Form to **compliance@khaleeji.bank** to verify the identity of the participator at least 24 hours before the meeting's commencement. Kindly mention in the same your email address and phone number.
- 2) For the meeting documents and a copy of the proxy form, visit the bank's website: **www.khaleeji.bank**
- 3) The shareholder, whose name is registered in the Bank's shareholders' register at the date of the meeting, is entitled to attend in person or to authorize another person through written proxy to attend and vote in the meeting on the shareholders' behalf.
- 4) In case the shareholder is a company, the agent who attends the meeting must present a proxy from the shareholder, proving the authorization. The proxy must be in writing, issued by an authorized person in the shareholding company, stamped with the company's stamp, and presented before the deadline to submit the proxy.
- 5) The proxy must be deposited in the bank, Bahrain Financial Harbour District, GFH Tower, 6<sup>th</sup> Floor, Building 1411, Road 4626, Block 346, P.O. Box 60002, Sea Front - Manama, or in **KFin Technologies (Bahrain) WLL**. 7<sup>th</sup> floor office in Al Zamil Tower, Office 74, Government Street, P.O.Box 514, Manama, Kingdom of Bahrain, Tel: 17215080, Fax: 17212055, or by E-mail: **bahrain.helpdesk@kfintech.com**. The deadline must be no later than 24 hours before the meeting.
- 6) No member of the Board of Directors or employees of the Bank may be delegated, in accordance with the provisions of Article (203) of the Bahraini Commercial Companies Act No. (21) of 2001.
- 7) In the event that the quorum is not reached at the above-scheduled meeting, a second meeting will be held on Monday 22nd Ramadan 1445 H, 1st April 2024, as well as in case the quorum was not completed at the second meeting, a third meeting will be held on Monday 29th Ramadan 1445 H, 8th April 2024, at the same time and place.
- 8) We at Khaleeji pay close attention to the requirements of individuals with special needs. As such, should you wish to participate in the meeting, we kindly ask you to inform the bank 14 days before the date of the Annual General Meeting to ensure your participation with ease.

For inquiries, please contact the Compliance Department at **+973 17505541** or by Email **compliance@khaleeji.bank**

Date:

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Shareholder Name:

Shareholder No:

Number of Shares:

CPR / CR No.:

Signature: