CEYLON COLD STORES PLC - (PQ 4)

117, SIR CHITTAMPALAM A. GARDINER MAWATHA, COLOMBO 02, SRI LANKA.

INSTRUCTIONS FOR REGISTRATION AND PARTICIPATION OF SHAREHOLDERS AT THE VIRTUAL ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD THROUGH AUDIO/ VISUAL MEANS ON TUESDAY, 18th JUNE 2024 AT 11.15 A.M.

Dear Shareholder,

The Board of Directors of the Company, having taken into consideration the guidelines issued by Colombo Stock Exchange ("CSE") on convening virtual shareholder meetings through audio/ visual means and in conformity with the regulatory provisions of the Articles of Associations of the Company, have decided to hold the Annual General Meeting ("AGM") of the Company as a virtual meeting through audio/visual means using an online platform in the manner set forth below.

1. Shareholders who wish to participate in the AGM through the online platform are required to complete and forward the "Registration Form" annexed to this document as Annexure 1, together with a copy of the National Identity Card or Passport of the Shareholder/ Proxyholder (if a Proxy is appointed) by registered post to the registered office of the Company at No. 117, Sir Chittampalam A. Gardiner Mawatha, Colombo 2 or by email to "keellsconsultants@keells.com" or by facsimile to +94 11 243 9037 not less than 48 hours before the convening of the AGM. Shareholders are required to mandatorily provide their email address (or the email address of the Proxyholder) in the space provided in Annexure 1, in order to forward the web link if they wish to participate in the AGM through the online platform. The Registered Shareholders/Proxyholders are requested to join the AGM only on the digital platform through the weblink sent by the Company.
2. Shareholders who wish to submit proxies can duly complete the proxies as per the instructions given on the reverse of the Form of Proxy and send the same by registered post to the registered office of the Company (mentioned above) or forward it by facsimile to +94 11 243 9037 or by email to keellsconsultants@keells.com not less than 48 hours before the convening of the AGM.
3. Shareholders who wish to appoint a member of the Board of Directors as his/her proxy to represent them at the AGM may do so by completing the Form of Proxy with their voting preferences marked against each resolution to be taken up at the AGM.
4. It is recommended that Shareholders/Proxyholders join the AGM at least fifteen (15) minutes before the start of the AGM. The digital platform will be active thirty (30) minutes before the start of the AGM.
5. Voting on items listed on the Agenda will be registered by using an online platform. Shareholders/Proxyholders will be briefed on the procedure for voting prior to the commencement of the AGM.

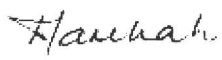
6. All Shareholders/Proxyholders speaking at the AGM to vote, seek clarification or make a comment relevant to the AGM are required to identify themselves when speaking at the AGM.

7. Any Shareholder can forward his/her queries and clarifications relevant to the AGM, by registered post to the registered office of the Company (mentioned above), by email to Nelindra.ccs@keells.com or forward it by facsimile to No. +94 11 244 7422 not less than three (3) days before the holding of the AGM. Responses in respect of such queries and clarifications may be made before or during the course of the Meeting.

8. The date fixed for the AGM will not be affected even if a public holiday or a curfew is declared on this date as the AGM will be held virtually. In the event, any further action is required to be taken by the Company in relation to the AGM, notification of such change would be by way of an announcement to the CSE and by way of a publication on the Company website https://www.elephanthouse.lk/media-hub/financial-reports/supplementary-notice-to-shareholders/

By Order of the Board

Ceylon Cold Stores PLC



Keells Consultants (Private) Limited

Secretaries

20th May 2024