

FREQUENTLY ASKED QUESTIONS (FAQ)

RELATING TO THE FOURTEENTH ANNUAL GENERAL MEETING ("14th AGM") ON SATURDAY, 10 NOVEMBER 2018

IMPORTANT TO EXERCISE YOUR VOTING RIGHTS

Q1: Why is it important for you as a share owner of the Company to exercise your voting rights either in person or by proxy if you are unable to attend the 14th AGM and any other general meetings in person?

- A1:(i) Every share owner has the right to determine the future direction of the Company regardless of the number of shares held. Your participation in the general meeting proceedings is an exercise in the democracy practiced by the Company. Hence ALL share owners should attend to, as far as possible, reflect the actual will of the share owners.
- (ii) Pursuant to Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad (which takes effect for general meetings held on or after 1 July 2016), your Company must ensure the resolutions set out in its notice of general meetings be voted by poll. For voting by poll, every share carries one (1) vote.
- (iii) The outcome of voting by poll may not be a true representation of the decision made by all the share owners especially when the turnout of the meeting is relatively low in comparison with the total shareholdings of the Company. For example, a special resolution that was approved by a majority of at least 75% of the members and proxies present and vote at the meeting will only represent approximately 21% of all the share owners' votes if only 28% of the share owners attended the general meeting and voted by poll.

- (iv) Therefore, it is crucial and of utmost importance that every share owner participates in the voting process either in person or by proxy, so that you exercise your fundamental rights at the AGM.

COMPLETING YOUR PROXY FORM

Q2: How do I complete the Proxy Form?

A2: If you are unable to attend the 14th AGM :-

- (i) You (being an individual member of the Company who is entitled to attend and vote at a meeting of the Company) may appoint not more than two (2) proxies to attend, speak and vote at the 14th AGM by completing your full name, NRIC/Passport No., telephone no. and address on the Proxy Form. Your name and NRIC/Passport No. should correspond with the records maintained with Bursa Malaysia Depository Sdn Bhd (CDS record).
- (ii) You may appoint:
- (a) the Chairman of the 14th AGM; or
- (b) other individuals (not more than two (2) persons)
- as your proxy(ies) to vote for and on your behalf at the 14th AGM.
- (iii) For A2(ii)(b) above, you are to complete the full name, NRIC/Passport No. and address of each of the proxy and indicate the number of shares and % of shareholding that each proxy is representing. If you appoint more than one (1) proxy, the proportion of shareholdings to be represented by each proxy must be specified in the Proxy Form, otherwise, the Proxy Form shall be regarded as invalid.
- (iv) For A2(ii) above, if you leave the proxy details blank, the Chairman will act as your proxy and proceed to vote in the manner that you wish your votes to be cast for or against the resolutions.
- (v) In the absence of specific direction of vote in the Proxy Form, your proxy will vote or abstain as he thinks fit.
- (vi) You may consolidate your shareholdings and submit one Proxy Form if you have more than one (1) CDS account. Please indicate all the

relevant CDS account numbers in the Proxy Form or leave the field blank if you are unsure.

- (vii) You must sign and date the Proxy Form.
- (viii) If you are a corporate share owner and have deposited the Proxy Form via fax, you should deposit the original Proxy Form, executed under seal and signed in accordance with the corporation's constitutions ("Executed Proxy Form"), to the Company's Special Registrar at the address stated in A4 below OR bring along the original Executed Proxy Form to the 14th AGM for verification as the Common Seal may not be visible via fax. We encourage you to deposit the original Executed Proxy Form before the 14th AGM to facilitate registration.

Q3: What do I do if my shares are pledged and registered under the name of an authorised nominee as defined under the Securities Industry (Central Depositories) Act 1991?

A3: Please seek the assistance of your remiser or authorised nominee to request from the authorised nominee, a Proxy Form appointing you or your intended representative as the proxy for the shares standing to the credit of your Securities Account and deposit the Proxy Form within the stipulated date and time stated under A4 below. Otherwise, you or your intended representative will not be allowed to attend the meeting.

DEPOSITING OF PROXY FORM

Q4: Where do I deposit the Proxy Form and what is the closing date and time for the deposit?

A4: The Proxy Form may be deposited in a hard copy form or by electronic means, and must:-

(i) **In hard copy form**

In the case of an appointment made in hard copy form, be deposited at the Company's Special Registrar's office at **Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur** or alternatively the **Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur** not less than 48 hours before the time appointed for holding the Meeting **(last date and time for lodging the proxy form is 9.00 a.m., Thursday, 8 November 2018)** or adjourned meeting at which the person named in the appointment proposes to vote.

(ii) **By electronic means**

In the case of an appointment made by electronic means:-

a) via Fax

Share owner proxy form be received via facsimile at **fax number 603-2783 9222** not less than 48 hours before the time appointed for holding the meeting **(last date and time for lodging the proxy form is 9.00 a.m., Thursday, 8 November 2018)** or adjourned meeting at which the person named in the appointment proposes to vote. Any authority pursuant to which such an appointment is made or a copy of the authority, certified notarially or in some other manner approved by the Board, must, if required by the Board, be received at the Company's Special Registrar's office at **Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No.8, Jalan Kerinchi, 59200 Kuala Lumpur**, or alternatively the **Customer Service Centre at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur** not less than 48 hours before the time appointed for holding the meeting or adjourned meeting at which the person named in the appointment proposes to vote.

b) via Tricor Online system (TIIH Online)

Share owner proxy form be electronically lodged via **TIIH Online (applicable for individual share owner only)**. The website to access TIIH Online is <https://online.tiih.com.my>. (kindly refer to the Annexure 1 of the Proxy Form - Electronic Lodgement of Proxy Form for general meeting)

Q5: What should I do if I want to attend the 14th AGM after depositing the Proxy Form?

A5: You may give a prior notice in writing to the Company on the revocation of the proxy ("Prior Notice") by depositing the Prior Notice at the Company's Special Registrar's office before the commencement of the meeting or adjourned meeting (or in the case of a poll, before the time appointed for the taking of the poll).

Alternatively, you may revoke your deposited Proxy Form personally at the 14th AGM registration counter before attending the 14th AGM on Saturday, 10 November 2018. However, if your proxies have registered their attendance at the registration counter, you will need to bring your proxy(ies) to the registration counter for the revocation.

ATTENDING THE 14th AGM

Q6: Who is entitled to attend the 14th AGM of icapital.biz Berhad to be held at Ballroom 2, Level 3, Kuala Lumpur Convention Centre, Kuala Lumpur City Centre, 50088 Kuala Lumpur on Saturday, 10 November 2018 at 9.00a.m.?

A6: For the purpose of determining who shall be entitled to attend the 14th Annual General Meeting, your Company shall be requesting Bursa Malaysia Depository Sdn Bhd to issue a General Meeting Record of Depositors as at 1 November 2018 and only a depositor whose names appears on such Record of Depositors shall be entitled to attend the said meeting or appoint a proxy to attend, speak and vote on his/her behalf.

If you wish to appoint proxy(ies) to attend in your stead, please refer to the Notes in the Notice of the 14th AGM dated 28 September 2018, the Notes in the Proxy Form or the sections on **Completing and Depositing of Your Proxy** Form in this FAQ for further details.

Q7: When is the last date to purchase the shares of icapital.biz Berhad if I am not a share owner yet?

A7: Based on A6, the General Meeting Record of Depositors as at 1 November 2018 is with reference to trade (purchase) done by **29 October 2018 (Monday)**.

Q8: What time will registration start?

A8: Registration will start at **7.00 a.m.** There will be no pre-registration for share owners or proxies or corporate representatives. The 14th AGM will start punctually at **9.00 a.m.** We strongly encourage you to come early to facilitate registration.

Q9: What do I need to bring with me for the registration?

A9: Please bring an **ORIGINAL** of the following identification papers (where applicable) and present it to the registration staff for verification:-

- a) Identity Card (NRIC) (Malaysian);
- b) Police Report (for loss of NRIC) / Temporary NRIC (Malaysian); or
- c) Passport (Foreigner).

Please ensure that you collect your above identification paper thereafter. No person will be allowed to register on behalf of another person even with the original identification paper of that other person.

For a corporate member who has appointed a representative instead of a proxy to attend this meeting, please bring the **ORIGINAL** certificate of appointment executed under the seal of the corporation for verification if this has not been lodged at the Company's Special Registrar earlier.

Upon registration, an identification tag and/or a security tag will be given.

Q10: Can my child or dependent enter the meeting room with me?

A10: Persons without a tag will NOT be allowed to enter the meeting room. Only share owners, proxies, corporate representatives or guests who have registered and are wearing the identification tag are allowed to enter the meeting room.

Q11: Can I get a replacement tag or extra tags in the event of loss or misplacement?

A11: There will be no replacement of lost or misplaced tag(s). Every share owner or proxy or corporate representative who registers will get one (1) identification tag only.

Q12: Can I take photographs and/or record?

A12: Taking photographs and recording audio or video while the annual general meeting is in session (including the presentation by Mr. Tan Teng Boo), is strictly prohibited. This includes the use of cell phones for these purposes. This policy will be rigorously enforced. Offenders are subject to equipment confiscation and dismissal from the meeting.

Q & A SESSION

Q13: Emailing questions for the Q & A session

A13: In order to have an efficient Q & A session, share owners are advised to email their questions in advance to:-

boardroom-kl@boardroomlimited.com

not later than **Saturday, 9.00 a.m. on 3 November 2018**. Questions submitted before

the above cut-off date and time will be given priority during the Q & A session.

Q14: What are the procedures to observe during Q & A session?

A14: Kindly request for a microphone by raising your hand when you want to ask a question. Please speak loudly and clearly, state your name and organization before asking a question. Due to time constraint, we would appreciate it if you do not ask more than one question at the same time or attempt to “bundle” several questions together or repeat any questions that have already been answered. Questions relating to any specific stock recommendations or what we are buying and selling will not be entertained even if the information is public as we do not discuss how we arrive at our decisions.

Q15: How much is the parking fee?

A15: (i) Kindly refer to the Kuala Lumpur Convention Centre’s website for details of parking and the parking rates: <http://www.klccconventioncentre.com/Spaces-%E2%97%98-Facilities-@-Parking.aspx>

(ii) The car park rates are subjected to change without prior notice.

(iii) The parking fees are to be borne by the share owners, proxies, corporate representatives and guests themselves.

THE LOCATION MAP OF KUALA LUMPUR CONVENTION CENTRE

