



Guidelines for Participating via Remote Communication and Voting in Absentia

The 2021 Annual Stockholders' Meeting (ASM) of Vantage Equities, Inc. (VEI or the Company) is scheduled on **30 September 2021 (Thursday) at 3:00 p.m.** with the end of trading hours of the Philippine Stock Exchange on **1 September 2021 (Record Date)** as the record date for the determination of stockholders entitled to the notice of, to attend, and to vote at such meeting and any adjournment thereof.

In light of the ongoing community quarantine imposed in several areas of the country and in consideration of health and safety concerns of everyone involved, VEI shall allow attendance, participation and voting by stockholders via remote communication or in absentia pursuant to Sections 23 and 57 of the Revised Corporation Code of the Philippines and SEC Memorandum Circular No. 6-2020.

Step 1. Pre- ASM Registration/Validation/Voting Procedures

Stockholder must notify the Office of the Corporate Secretary of their intention to participate in the ASM via remote communication or to exercise their right to vote in absentia by sending the documentary requirements with transmittal letter addressed to the Office of the Corporate Secretary, 15th Floor PSE Tower, 5th Avenue corner 28th Street, BGC, Taguig City 1634 VIA COURIER/PERSONAL DELIVERY **OR** scanned copies of these documents by EMAIL to asm@vantage.ph with return-receipt.

The following complete/accurate documentary requirements with transmittal letter **MUST BE SENT TO AND RECEIVED** by the Office of the Corporate Secretary **no later than 20 September 2021:**

- **For Certificated Individual Stockholders**

1. A clear copy of the stockholder's valid government-issued ID (such as passport, driver's license, or unified multipurpose ID) showing photo, signature and personal details, preferably with residential address
2. Stock certificate number/s
3. A valid and active e-mail address and contact number of the stockholder
4. If appointing a proxy, duly accomplished and signed proxy indicating the votes on the agenda items. Proxy form can be downloaded from VEI's website <http://vantage.com.ph/2021ASM>.

If sending via email, attachment/s should be clear copies in JPG or PDF format, with each file size no larger than 2MB.

- **For Certificated Multiple Stockholders or Joint Owners**

1. A clear copy of the ALL stockholders' valid government-issued IDs (such as passport, driver's license, or unified multipurpose ID) showing photo, signature and personal details, preferably with residential address
2. Stock certificate number/s
3. A valid and active email-address and contact number of the authorized representative
4. Proof of authority of stockholder voting the shares signed by the other registered stockholders, for shares registered in the name of multiple stockholders (need not be notarized)
5. If appointing a proxy, duly accomplished and signed proxy indicating the votes on the agenda items. Proxy form can be downloaded from VEI's website <http://vantage.com.ph/2021ASM>.

If sending via email, attachment/s should be clear copies in JPG or PDF format, with each file size no larger than 2MB.

- **For Certificated Corporate/Partnership Stockholders**

1. Secretary's Certification of Board resolution attesting to the authority of representative to participate by remote communication for, and on behalf of the Corporation/Partnership
2. Stock certificate number/s
3. A clear copy of the valid government-issued ID (such as passport, driver's license, or unified multipurpose ID) of stockholder's authorized representative showing photo, signature and personal details, preferably with residential address
4. A valid and active email-address and contact number of the authorized representative

5. If appointing a proxy, duly accomplished and signed proxy indicating the votes on the agenda items. Proxy form can be downloaded from VEI's website <http://vantage.com.ph/2021ASM>.

If sending via email, attachment/s should be clear copies in JPG or PDF format, with each file size no larger than 2MB.

• **For Stockholders with Shares under PCD Participant/Broker Account**

1. Certification from broker as to the number of shares owned by the stockholder
2. A clear copy of the stockholder's valid government-issued ID (such as passport, driver's license, or unified multipurpose ID) showing photo, signature and personal details, preferably with residential address
3. A valid and active email-address and contact number of stockholder or proxy
4. If appointing a proxy, duly accomplished and signed proxy indicating the votes on the agenda items. Proxy form can be downloaded from VEI's website <http://vantage.com.ph/2021ASM>.

If sending via email, attachment/s should be clear copies in JPG or PDF format, with each file size no larger than 2MB.

Stockholders will receive an e-mail reply from VEI's Office of the Corporate Secretary within three (3) business days from receipt. The Office of the Corporate Secretary's email reply will either confirm successful registration and provide the link/meeting details to VEI's 2021 ASM OR require submission of deficient documents. If you have not received any email reply within three (3) business days from receipt, please call mobile no. 09175954785.

Important Reminder: Please refrain from sending duplicate and inconsistent information/documents as this can result in failed registration. All documents/information shall be subject to verification and validation by the Company.

Step 2: Voting in Absentia Procedure

Stockholders who have successfully registered shall be notified via email from the Office of the Corporate Secretary of their log-in credentials for the ASM. Registered stockholders can then cast their votes for specific items in the agenda by accomplishing the print-out of VEI's Voting Ticket. The Voting Ticket can be accessed and downloaded from VEI's website <http://vantage.com.ph/2021ASM>.

1. Upon accessing and downloading the Voting Ticket, the stockholder can vote on each agenda item on the Voting Ticket print-out.
 - a. A stockholder has the option to vote "Approve", "Disapprove", or "Abstain" on each agenda item for approval.
 - b. For the election of directors, the stockholder has the option to vote for all nominees, withhold vote for any of the nominees, or vote for certain nominees only.

Note: A stockholder may vote such number of his/her shares for as many persons as there are directors to be elected or he may cumulate said shares and give one candidate as many votes as the number of directors to be elected (13 Directors) multiplied by the number of his shares shall equal, or he may distribute them on the same principle among as many candidates as he shall see fit, provided, that the total number of votes cast shall not exceed the number of shares owned by the stockholder.

2. Once the stockholder has finalized his vote, he can proceed to submit his ballot by sending in JPG or PDF format to asm@vantage.ph no later than 20 September 2021.

If sending via email, should be clear scanned copies in JPG or PDF format, with each file size no larger than 2MB.

Step 3: ASM Livestream

The ASM will be broadcasted live and stockholders who have successfully registered can participate via remote communication. Details of the meeting will be sent to stockholders in the emails provided by VEI.

Video recordings of the ASM will be adequately maintained by the Company and will be made available to participating stockholders upon request. Stockholders may access the recorded webcast of the ASM by sending an email request addressed to asm@vantage.ph.

Open Forum

During the virtual meeting, the Company will have an Open Forum, during which, the meeting's moderator will read and where representatives of the Company shall endeavor to answer as many of the questions and comments received from stockholders as time will allow.

Stockholders may send their questions in advance by sending an email bearing the subject "ASM 2021 Open Forum" to not later than 3:00 p.m. of 30 September 2021. A section for stockholder comments/questions or a "chatbox" shall also be provided in the livestreaming platform.

Questions/comments received but not entertained during the Open Forum due to time constraints will be addressed separately by VEI through the stockholders' email addresses.

For other ASM-related queries or any clarifications, stockholders may contact VEI at asm@vantage.ph.