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**INMOBILIARIA COLONIAL, SOCIMI, S.A.**

**ORDINARY GENERAL MEETING OF SHAREHOLDERS (JUNE 2022)**

**INSTRUCTIONS TO ATTEND AND VOTE AT THE GENERAL MEETING BY ELECTRONIC MEANS**

Online attendance to the General Meeting will be performed subject to these basic rules and, for any matters not expressly provided here, to the Law, the Company Bylaws and the Company's Regulations of the General Meeting.

**RIGHT TO ATTEND THE GENERAL MEETING REMOTELY AND IN REAL TIME**

All shareholders with the right to attend and vote at the General Meeting according to the Company Bylaws may attend and vote, either personally or by proxy, by electronic means that enable them to log into the General Meeting in real time. In this regard, any shareholders who, individually or as a group, own at least 500 shares duly registered in the shareholder register five days prior to the General Meeting, may attend and vote at the General Meeting remotely and in real time, provided they present satisfactory proof of the above, as provided in the section "*Identification and Prior Registration*".

**IDENTIFICATION AND PRIOR REGISTRATION**

To ensure the true identity of attendees and the proper exercise of their rights and the interactivity and proper progress of the meeting, shareholders and proxies wishing to use the electronic attendance mechanisms must register in advance in the 2022 General Meeting of Shareholders ("*Electronic Attendance*") section of the Company's corporate website ([www.inmocolonial.com](http://www.inmocolonial.com)) (the "**Website**") between 11.00 a.m. on 15 June 2022 and 11.59 p.m. on 19 June 2022. After this time, no prior registration to exercise the right to attend electronically will be accepted. In such a case, shareholders may attend the General Meeting in person or notify the Company of their intention to exercise the right to grant a proxy or cast their vote before the General Meeting, as provided in the section "Means to exercise the right to grant a proxy and the right to remote voting before the General Meeting" of the notice of the meeting.

The aforementioned prior registration will be carried out by any of the following means: (i) Electronic National Identity Document; or (ii) a recognized or advanced electronic signature, based on a recognized and valid electronic certificate, issued by the Spanish Public Certification Entity (CERES), under the auspices of the Royal Mint of Spain.

Notwithstanding the foregoing, in order for the proxy to attend the General Meeting electronically, their powers of representation and identity must be proved to the Company by submitting a duly completed attendance, proxy and remote voting card and a copy of their National ID Card, Foreigner's Identity Card or passport, which must be emailed to [accionistas@inmocolonial.com](mailto:accionistas@inmocolonial.com) or received by the Company at its registered office (Paseo de la Castellana 52, 28046 Madrid) or at the Company's offices in Barcelona (Avenida Diagonal 532, 08006 Barcelona), addressed to the Shareholder Relations Office (Oficina de Atención al Accionista), at least 24 hours before the scheduled date for the General Meeting on first call; i.e. before 11 a.m. on 19 June 2022.

In any case, shareholders who do not reside in Spain, qualified investors, legal entities, proxies and other similar persons must contact the Shareholder Relations Office ("*Oficina de Atención al Accionista*") (see section "*General Information*", below) to adapt, with the necessary guarantees, the

mechanisms for attending the General Meeting remotely in real time, as well as send the documentary evidence requested.

The Company may put in place additional means of identification that duly guarantee the shareholder's identity. The Company reserves the right to request any additional means of identification from shareholders as it may deem necessary to verify their shareholder status and ensure the authenticity of the vote or proxy.

Once the shareholder or their proxy has registered in accordance with the indicated means and within the established term, they may attend and vote at the General Meeting through electronic means after remotely logging in on the day of the General Meeting.

From the end of the registration period until the opening of the connection to log into the General Meeting virtually, the Company will check the status as shareholder or proxy for the persons who are validly registered. In this regard, electronic attendance will be subject to checking that the registered shareholder does indeed have his/her shares registered in the shareholder register five days before the General Meeting.

#### **LOGGING IN AND ATTENDANCE**

In order to enable the proper management of the electronic attendance systems, shareholders or proxies who have previously registered to attend the General Meeting electronically in accordance with the preceding section must log in via the Website, between 8.45 a.m. and 10.45 a.m. on 20 June 2022 (if the General Meeting is held on first call) or 21 June 2022 (if, as expected, the Meeting is held on second call), and identify themselves using any of the means provided in the preceding section.

If the General Meeting is held on second call (as expected), those online attendees who logged in for the meeting on first call must log in again to attend the General Meeting online on second call, i.e. between 8.45 a.m. and 10.45 a.m. on 21 June 2022.

#### **SPEAKING, MOTIONS AND INFORMATION**

Any person wishing to attend by electronic means who intends to participate, put forward motions or make requests for information or clarification as provided by Law must submit them to the Company in writing and in any case in the form, and in accordance with the terms and conditions set forth on the Website, between the time of publishing the call to the meeting and five days prior to the scheduled date for the General Meeting.

Anyone attending by electronic means who wants their participation to be recorded verbatim in the minutes of the General Meeting must expressly indicate this in the text of their request. Requests for information or clarification from shareholders attending electronically will be answered verbally during the General Meeting or in writing within seven days of the Meeting, in accordance with the Spanish Companies Act.

#### **VOTES**

Votes on motions relating to items on the agenda may be cast from the moment the shareholder or, where applicable, the proxy, logs in on the day of the General Meeting in order to attend it until the Chairman, or the Secretary of the General Meeting if applicable, announces the end of the voting period for the motions relating to the items on the agenda.

As for the motions on matters that, by law, need not appear on the Agenda, online attendees may cast their votes from the moment these motions are read out for voting and until the Chairman or, as the case may be, the Secretary of the General Meeting, announces the end of the voting period for said motions. In relation to voting on the motions, the same voting procedure and rules provided in the Company Bylaws and in the Regulations of the General Meeting will apply.

Voting on the motions will be carried out through the Website and in accordance with the corresponding voting form.

#### **LEAVING THE MEETING**

Persons attending electronically who wish to expressly leave the General Meeting must do so by sending an electronic communication via the Website. Once their express wish to leave the meeting has been communicated, all subsequent actions will be deemed without effect.

#### **OTHER MATTERS**

The Company will stream the General Meeting live on the corporate website ([www.inmocolonial.com](http://www.inmocolonial.com)).

The Company may adapt, with the appropriate guarantees, the methods for attending the General Meeting online for shareholders who do not reside in Spain, qualified investors, legal entities and other similar persons.

Online attendance by the shareholder to the General Meeting revokes the proxy given or remote vote cast before the General Meeting.

With regards to jointly owned shares, it will be considered that the co-owner who registers to attend the General Meeting will be the person who effectively attends the Meeting and will be therefore entitled to exercise the rights to speak, ask for information, put forward motions and vote according to their jointly owned shares.

It is the sole responsibility of the shareholder or their proxy to safeguard the means of identification or the usernames/passwords, if any, required to access and use the online attendance service.

The Company will not be liable for any damages that may be caused to the shareholder or proxy derived from breakdowns, overloads, power failures, connection failures or any other similar event, beyond the control of the Company, which cause the temporary unavailability of its website, without prejudice to the adoption of the measures required in each situation, including the possible temporary suspension or extension of the General Meeting if this were necessary to guarantee the shareholders or their proxies the full exercise of their rights.

For that which is not expressly regulated, the same rules established in the Regulations of the General Meeting to attend physically will apply to any shareholders who attend the General Meeting electronically.

#### **PROTECTION OF PERSONAL DATA**

Under the applicable rules on protection of personal data (mainly *Regulation (EU) 2016/679 of 27 April 2016 on the protection of natural persons regarding the processing of personal data and on the free*

*movement of such data and Spanish Organic Law 3/2018 of 5 December on the Protection of Personal Data and guarantee of digital rights*) shareholders are hereby informed that the Company, with tax identification number A-28027399, will be in charge of the automated processing of the personal data provided by shareholders or banks, brokers and dealers with whom the shareholders have deposited their shares, through the agency legally authorised to keep the shareholder register i.e. Iberclear, in connection with the General Meeting, and any other data that may arise as a result thereof. The purpose of such file or automated processing is only the management and administration of the relations between the Company and the shareholders (including, where appropriate, their proxies) in connection with the General Meeting of Shareholders of the Company. The legal basis of the data processing is the need to comply with the provisions of the Spanish Companies Act. The Company will store the data for the duration of its obligations relating to the Ordinary General Meeting and for the 6 years following its termination.

Shareholders or their proxies have the right to access, rectify, delete and object to the processing of their data, as well as to exercise the other rights recognised in the current data protection legislation with the extension and limitations provided in such legislation. To do so, they must send a notice (including the identification of the holder of the rights, e.g. a photocopy of their ID card) to the following address: Inmobiliaria Colonial, SOCIMI, S.A., Paseo de la Castellana 52, 28046 Madrid. Furthermore, shareholders can send the aforementioned notice to the following email address: [dpo@inmocolonial.com](mailto:dpo@inmocolonial.com).

The Company, in its capacity as data controller, has adopted all security measures required by law on its facilities, systems and files, and will safeguard the confidentiality of the relevant personal data, save where such data must be disclosed as required by Law or by a court and/or governmental order.

Any data subjects who consider that their information has been wrongfully processed or that their rights have not been duly observed may file a claim before the Spanish Data Protection Agency ([www.aepd.es](http://www.aepd.es)).

#### GENERAL INFORMATION

For any clarification or additional information, shareholders may contact the Shareholder Relations Office ("Oficina de Atención al Accionista"), through the following means:

- Post: to the registered office (Paseo de la Castellana 52, 28046 Madrid) or the Company's office in Barcelona (Avenida Diagonal 532, 08006 Barcelona).
- Telephone no. (+34) 934 047 910, on business days, from 9.00 a.m. to 2.00 p.m.
- Email address: [accionistas@inmocolonial.com](mailto:accionistas@inmocolonial.com).

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