

**KTI LANDMARK BERHAD**

[Registration No. 201601008159 (1179087-X)]  
(Incorporated in Malaysia)

**ADMINISTRATIVE GUIDE FOR THE 2026 ANNUAL GENERAL MEETING (“AGM”) OF KTI LANDMARK BERHAD**

**Day and Date** : Thursday, 11 June 2026  
**Time** : 10.00 a.m.  
**Venue of Meeting** : Vista Ballroom, Level 1, Hilton Kota Kinabalu, Jalan Tunku Abdul Rahman, Asia City, 88000 Kota Kinabalu, Sabah, Malaysia

**1. CORPORATE MEMBERS**

- a. Corporate members who wish to appoint corporate representatives instead of a proxy, must deposit their original or duly certified certificate of appointment of authorised representative to Tricor Investor & Issuing House Services Sdn. Bhd. (“**Tricor**”) on or before the AGM.
- b. Attorneys appointed by power of attorney are required to deposit their power of attorney with Tricor not later than **Tuesday, 9 June 2026 at 10.00 a.m.** to attend and vote at the AGM.

**2. GENERAL MEETING RECORD OF DEPOSITORS (“ROD”)**

Only a member whose name appears on the ROD as at 4 June 2026 shall be entitled to attend or appoint proxy(ies) to attend, speak and vote on his/her/its behalf.

**3. PROXY**

The appointment of proxy may be made in hard copy form or by electronic form in the following manner and must be received by the Company at least forty-eight (48) hours before the time appointed for holding the AGM or any adjournment thereof, otherwise the Proxy Form shall not be treated as valid:-

a. In hard copy form

In the case of an appointment made in hard copy form, the Proxy Form must be deposited at the Share Registrar of the Company at Tricor Investor & Issuing House Services Sdn Bhd at Unit 32-01, Level 32, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia or alternatively, deposited in its drop-in box located at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia.

b. By electronic means

You may also submit the Proxy Form electronically via Vistra Share Registry and IPO (MY) Portal (“The Portal”) at <https://srmy.vistra.com> not later than **Tuesday, 9 June 2026 at 10.00 a.m.** Please do read and follow the procedures below to submit Proxy Form electronically.

#### 4. ELECTRONIC LODGEMENT OF PROXY FORM

The procedures to lodge your Proxy Form electronically via The Portal are summarised below:

Procedure	Action
<b><u>i. Steps for Individual Shareholders</u></b>	
Register as a User at The Portal	<ul style="list-style-type: none"> <li>▪ Visit the website at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a>.</li> <li>▪ Click “Register” and select “Individual Holder” and complete the New User Registration Form.</li> <li>▪ For guidance, you may refer to the tutorial guide available on the homepage.</li> <li>▪ Once registration is completed, you will receive an email notification to verify your registered email address.</li> <li>▪ After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved.</li> <li>▪ Once you receive the confirmation, activate your account by creating your password.</li> </ul> <p><i>If you are an existing user with The Portal or our TIH Online portal previously, you are not required to register again.</i></p>
Proceed with submission of Proxy Form	<ul style="list-style-type: none"> <li>▪ After the release of the Notice of 2026 Annual General Meeting by the Company, login with your username (i.e. email address) and password.</li> <li>▪ Select the corporate event: “<b>KTI LANDMARK BERHAD AGM 2026</b>”.</li> <li>▪ Navigate to the 3 dots at the end of the corporate event and choose “SUBMISSION OF PROXY FORM”.</li> <li>▪ Read and agree to the terms and conditions and confirm the Declaration.</li> <li>▪ Insert your CDS account number and indicate the number of shares for your proxy(s) to vote on your behalf.</li> <li>▪ Appoint your proxy(s) and insert the required details of your proxy(s) or appoint Chairman as your proxy.</li> <li>▪ Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes.</li> <li>▪ Review and confirm your proxy(s) appointment.</li> <li>▪ Print Proxy Form for your record.</li> </ul>
<b><u>ii. Steps for corporate or institutional shareholders</u></b>	
Register as a User at The Portal	<ul style="list-style-type: none"> <li>▪ Visit the website at <a href="https://srmy.vistra.com">https://srmy.vistra.com</a>.</li> <li>▪ Click “Register” and select “Representative or Corporate Holder” and complete the New User Registration Form.</li> <li>▪ Complete the registration form with your personal details.</li> <li>▪ Once registration is completed, you will receive an email notification to verify your registered email address.</li> <li>▪ After verification, your registration will be reviewed and approval within two (2) working days. A confirmation email will be sent once approved.</li> <li>▪ Once you receive the confirmation, activate your account by creating your password.</li> </ul> <p>(Note: The authorised representative of a corporation or institutional member must register as a user in accordance with the above steps before he/she can subscribe to this corporate member electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.)</p>

<p>Proceed with submission of Proxy Form</p>	<ul style="list-style-type: none"> <li>▪ Login to <a href="https://srmy.vistra.com">https://srmy.vistra.com</a> with your email address and password.</li> <li>▪ Select the corporate event: “<b>KTI LANDMARK BERHAD AGM 2026</b>”.</li> <li>▪ Navigate to the icon “&gt;” at the end of the corporate event.</li> <li>▪ Read and agree to the terms and conditions and confirm the Declaration.</li> <li>▪ Select the corporate holder’s name.</li> <li>▪ Proceed to download the submission file.</li> <li>▪ Prepare the file for the appointment of proxies by inserting the required data.</li> <li>▪ Proceed to upload the duly completed proxy appointment file.</li> <li>▪ Select “Confirm” to complete your submission.</li> <li>▪ Print the confirmation report of your submission for your record</li> </ul>
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## 5. POLL VOTING

- a. The voting at the AGM will be conducted by poll in accordance with Rule 8.31A of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed Tricor as Poll Administrator to conduct the polling process.
- b. During the AGM, the Chairman will invite the Poll Administrator to brief on the voting procedures. The voting session will commence as soon as the Chairman calls for the poll to be opened.
- c. Upon completion of the voting session for the AGM, the Scrutineers will verify and announce the poll results followed by the Chairman’s declaration whether the resolutions are duly passed.

## 6. ANNUAL REPORT 2025

- a. The Company’s Annual Report 2025 is available at the Company’s website at <https://ktilandmark.com>.
- b. Should you require a printed copy of the Annual Report 2025, please request at our Share Registrar’s website at <https://srmy.vistra.com> by selecting “Request for Annual Report/Circular” under the “Investor Services” or kindly contact Tricor. Nevertheless, we hope that you would consider the environment before you decide to request for the printed copy.

## 7. REGISTRATION

- a. The registration will commence at 9.00 a.m. on Thursday, 11 June 2026 and will remain open until the conclusion of the AGM or such time as may be determined by the Chairman of the meeting.
- b. Please present your original National Registration Identity Card (“NRIC”) or passport (for non-Malaysian) to the registration staff for verification.
- c. Upon verification, you are required to write your name and sign the attendance list placed on the registration table. You will be given a wristband with passcode for electronic voting purpose.
- d. No person will be allowed to register on behalf of another person even with the original NRIC or passport of the other person.

**8. RECORDING OR PHOTOGRAPHY**

Strictly **NO** unauthorised recording or photography of the AGM proceedings is allowed.

**9. ENQUIRY**

If you have any enquiries on the above, please contact our Share Registrar during office hours on Mondays to Fridays from 9.00 a.m. to 5.30 p.m. (except on public holidays):

**Tricor Investor & Issuing House Services Sdn. Bhd.**

General Line : +603-2783 9299

Email : [is.enquiry@vistra.com](mailto:is.enquiry@vistra.com)