

Administrative Guide

For Shareholders for the 4th Annual General Meeting (“AGM”)

| | |
|----------------------|--|
| Date | : Thursday, 28 May 2026 |
| Time | : 10.00 a.m. |
| Meeting Venue | : Agate Room, Level G, M World Hotel PJ (formerly known as AVANTÉ Hotel), 1, Persiaran Bandar Utama, Bandar Utama, 47800 Petaling Jaya, Selangor |

1. REGISTRATION AT THE AGM

- a) Registration will commence at 9.00 a.m. and will end at a time as directed by the Chairman of the Meeting.
- b) Kindly present your original MyKad or passport (for Non-Malaysian) to the registration personnel at the registration counter for verification.
- c) Upon verification, you are required to sign the Attendance List and will be given a wristband for entry to the meeting venue. There will be no replacement of wristband in the event you lose or misplace the wristband.
- d) Registration on behalf of another person even with his/her original MyKad or passport is strictly NOT ALLOWED.
- e) If you are attending the AGM as shareholder as well as proxy, you will be registered once and will only be given one wristband.

2. ELIGIBILITY TO ATTEND BASED ON THE RECORD OF DEPOSITORS

Only a shareholder whose name appears on the Record of Depositors as at 19 May 2026 shall be entitled to attend or appoint proxy(ies) to attend and/or vote on his/her behalf.

3. APPOINTMENT OF PROXY

Form of Proxy and/or documents relating to the appointment of proxy/corporate representative/attorney for the 4th AGM whether in hardcopy or by electronic means shall be deposited or submitted in the following manner not later than Tuesday, 26 May 2026 at 10.00 a.m.:-

- a) In hard copy form:-
In the case of an appointment made in hard copy form, this Form of Proxy must be deposited at the Share Registrar’s office 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 or the drop-in box provided at Unit G-3, Ground Floor, Vertical Podium, Avenue 3, Bangsar South, No. 8, Jalan Kerinchi, 59200 Kuala Lumpur.

Administrative Guide For Shareholders for the 4th Annual General Meeting (“AGM”)

3. **APPOINTMENT OF PROXY (CONT’D)**

b) By electronic means:-

The Form of Proxy can be electronically lodge via Vistra Share Registry and IPO (MY) portal (“**The Portal**”) at <https://srmy.vistra.com> and the steps to submit are summarised as follows:-

| Procedure | Action |
|--|---|
| i. Steps for Individual Shareholders | |
| Register as a User at the Portal | <ul style="list-style-type: none"> • Visit the website at https://srmy.vistra.com. • Click “Register” and select “Individual Holder”, then complete the New User Registration Form. • For guidance, you may refer to the tutorial guide available on the homepage. • Once registration is completed, you will receive an email notification to verify your registered email address. • After verification, your registration will be reviewed and approved within one (1) working day. A confirmation email will be sent once approved. • Upon receiving the confirmation email, activate your account by creating a password. <p><i>(If you are an existing user with the Portal or had registered with TIIH Online portal previously, you are not required to register again. You will automatically receive a notification once the remote participation is available for registration at the Portal.)</i></p> |
| Proceed with submission of Proxy Form | <ul style="list-style-type: none"> • After the release of the Notice of Meeting by the Company, login to the Portal with your email address and password. • Select the corporate event: “ZANTAT HOLDINGS BERHAD 4TH AGM”. • Navigate to the 3 dots at the end of the corporate event and choose “SUBMISSION OF PROXY FORM”. • Read and agree to the Terms and Conditions and confirm the Declaration. • Indicate the total number of shares assigned to your proxy(ies) to vote on your behalf. • Appoint your proxy/proxies and insert the required details of your proxy/proxies or appoint the Chairman of the meeting as your proxy. • Indicate your voting instructions – FOR or AGAINST, otherwise your proxy will decide on your votes. • Print the proxy form for your record. |
| Procedure | Action |
| ii. Steps for Corporation or Institutional Shareholders | |
| Register as a User at the Portal | <ul style="list-style-type: none"> • Visit the website at https://srmy.vistra.com. • Click “Register” and select “Representative of Corporate Holder”, then complete the New User Registration Form. • Complete the registration form with your personal details and upload the required documents. • Once registration is completed, you will receive an email notification to verify your registered email address. • After verification, your registration will be reviewed and approved within two (2) working days. A confirmation email will be sent once approved. • Upon receiving the confirmation email, activate your account by creating a password. <p><i>Note: The representative of a corporation or institutional shareholder must register as a user in accordance with the above steps before he/she can subscribe to this corporate holder electronic proxy submission. Please contact our Share Registrar if you need clarifications on the user registration.</i></p> |

Administrative Guide For Shareholders for the 4th Annual General Meeting (“AGM”)

3. **APPOINTMENT OF PROXY (CONT'D)**

b) **By electronic means:- (Cont'd)**

| Procedure | Action |
|---|---|
| ii. <u>Steps for Corporation or Institutional Shareholders</u> | |
| Proceed with submission of Proxy Form | <ul style="list-style-type: none">• Login to the Portal at https://srmy.vistra.com with your email address and password.• Select the corporate event: “ZANTAT HOLDINGS BERHAD 4TH AGM”• Navigate to the icon “>” at the end of the corporate event.• Read and agree to the Terms & Conditions and confirm the Declaration.• Select the corporate holder’s name.• Proceed to download the submission file.• Prepare the file for the appointment of proxy(ies) by inserting the required data.• Proceed to upload the duly completed proxy appointment file.• Select “Confirm” to complete your submission.• Print the confirmation report of your submission for your record. |

4. **PARKING**

Vehicles may be parked at the designated location at your convenience. Please be advised that the parking fees are to be borne by the individual parking the vehicle.

5. **NO DOOR GIFTS OR FOOD VOUCHERS**

Please be informed that no door gifts or food vouchers will be provided to members/proxies at the meeting venue. Light refreshments will be provided.

6. **MOBILE DEVICES**

Kindly ensure that all mobile devices, including phones, iPads, tablets, and other sound-emitting devices, are either switched off or set to silent mode during the AGM to ensure smooth and uninterrupted proceedings.

7. **VOTING PROCEDURE**

- a) Pursuant to Rule 8.31A(1) of the ACE Market Listing Requirements of Bursa Malaysia Securities Berhad, all resolutions as set out in the Notice of AGM will be put to vote by poll.
- b) The polling processes will be managed by the Company’s Share Registrar, Tricor Investor & Issuing House Services Sdn Bhd as Poll Administrator, and Scrutineers Solutions Sdn Bhd as independent scrutineers appointed to verify and validate the results of the poll at the AGM.

8. **ENQUIRY**

For enquiries relating to the AGM, please contact our **Company Secretary** during office hours (9:00 a.m. to 5:00 p.m.) on Mondays to Fridays (except public holidays) at 03-77270033.