








MAXIS BERHAD

(Company No. 867573-A)
(Incorporated in Malaysia)

ADMINISTRATIVE DETAILS FOR THE 9th ANNUAL GENERAL MEETING (AGM or MEETING)

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| Event and Notice | : | AGM. Please refer to the Notice of AGM as sent in the Abridged Annual Report |
| Date of Meeting | : | Thursday, 19 April 2018 |
| Commencement of Meeting | : | 10.00 a.m. |
| Venue of Meeting and Contact Details | : | Grand Ballroom, Level 3A, Connexion@Nexus, Bangsar South City, No. 7, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia For Enquiries about location please call UOACare  1 300 88 6668 Toll Free Line (Malaysia)  +603 2245 9192 (International Number)  +603 2245 9198  uoacare@uoa.com.my |
| Registration | : | Time ➤ 7.30 a.m. and ends at a time directed by the Chairman of the Meeting Place ➤ Level 3A Connexion @ Nexus |
| Proxy Form - Details for lodgment | : | Symphony Share Registrars Sdn Bhd Level 6, Symphony House, Block D13, Pusat Dagangan Dana 1, Jalan PJU 1A/46, 47301 Petaling Jaya, Selangor, Malaysia  +603-7849 0777 (Helpdesk)  +603 7841 8151/52  ssr_helpdesk@symphony.com.my |
| Last date and time of lodgment of Form | : | Wednesday, 18 April 2018 at 10.00 a.m. |

(1) **Registration Process for shareholders, corporate representatives and proxies**

- Please produce your **original** National Registration Identification Card (NRIC) or Passport at the registration counters for verification as shareholder, corporate representative or proxy.
- Registration is **subject to** verification of your NRIC or Passport, and details against the Record of Depositors (*please refer to item 7 below*), and your signing of the Attendance List.
- Only duly registered shareholders/proxies wearing the identification wristband will be allowed to enter the AGM hall. There will be no replacement in the event you lose or misplace your identification wristband (given during registration).
- Registration counters will only handle verification and registration. Please proceed to the Help Desk if you have other queries.

(2) **Help Desk at the AGM**

The Help Desk will attend to any enquiries in relation to registration matters including revocation of proxy appointments.

(3) **Parking**

Parking is free, subject to ticket validation at the AGM. This is only valid for parking at Connexion@ Nexus and The Vertical, Bangsar South.

(4) **Meal Voucher and Door Gift (Gift set) and Refreshments**

- a) Each Gift set consists of a RM50.00 meal voucher and a RM30.00 prepaid top up ticket
- b) Each registered attendee is entitled to one (1) Gift set only. Accordingly, a registered attendee, who is a proxy representing multiple shareholders, or, who is attending both as a proxy and shareholder, will only be entitled to one (1) Gift set.
- c) For avoidance of doubt and subject to a) and b) above, **maximum Gift sets per securities account is two (2).**
- d) Only tea, coffee and water will be provided at the meeting venue.

(5) **Proxy for AGM**

- A member entitled to attend and vote is entitled to appoint proxy/proxies to attend and vote on his or her behalf. If you are unable to attend the AGM and wish to appoint a proxy/proxies to vote on your behalf, please submit your form of proxy in accordance with the notes and instructions printed therein.
- If you wish to personally attend the AGM, please do not submit any form of proxy. You will not be allowed to attend the AGM together with a proxy appointed by you.
- If you have submitted your form(s) of proxy prior to the AGM and have subsequently decided to personally attend the AGM, please proceed to the Help Desk to revoke the appointment of your proxy.

(6) **Corporate Member for AGM**

Any corporate member who wishes to appoint a representative instead of a proxy to attend the AGM should submit the original certificate of appointment under the seal of the corporation/or in accordance with the Constitution of the corporation or in accordance with the Companies Act 2016 (whichever is applicable) to the office of the Share Registrar at any time before the time appointed for holding the AGM or to the staff handling the registration for Corporate Representatives on the meeting day, for the Company's records.

(7) **General Meeting Record of Depositors for AGM**

For purposes of determining a member who shall be entitled to attend the AGM, the Company shall be requesting Bursa Malaysia Depository Sdn Bhd, in accordance with Article 81(b) of the Company's Constitution and Section 34(1) of the Securities Industry (Central Depositories) Act 1991, to issue a General Meeting Record of Depositors as at 13 April 2018. Only a depositor whose name appears on the General Meeting Record of Depositors as at 13 April 2018 shall be entitled to attend the AGM or appoint a proxy(ies) to attend and/or vote on such depositor's behalf.

(8) **Poll Voting**

The voting at the AGM will be conducted on a Poll. Symphony Share Registrars Sdn Bhd is the appointed Poll Administrator to conduct the Polling process. Symphony Corporatehouse Sdn Bhd has been appointed as Independent Scrutineers to verify the results of the Poll.

(9) **Maxis Annual Report 2017, Circular to Shareholders, Corporate Governance Report and queries related to 9th AGM**

- The full version of Maxis Annual Report 2017, Circular to Shareholders dated 19 March 2018, Corporate Governance Report, Notice of the AGM and Proxy Form can be downloaded from our website at the designated link <http://www.maxis.com.my/corp>.
- Any queries relating to the 9th AGM including the lodgement of proxy form may be directed to ssr.helpdesk@symphony.com.my. For the avoidance of doubt, save for making the foregoing queries, you may not use the said email address to communicate with the Company for any other purposes.
- Maxis' Share Registrar can be contacted at +603 7849 0777 (during office hours 8.30 a.m. to 5.30 p.m. Mondays to Fridays).