



MAXIS BERHAD

(Company No. 867573-A)

(Incorporated in Malaysia)

ADMINISTRATIVE DETAILS FOR MAXIS BERHAD'S 8th ANNUAL GENERAL MEETING ("AGM")

Date and Time	:	Wednesday, 26 April 2017 at 10.00 a.m.
Venue and Contact Details	:	Grand Ballroom, Level 3A, Connexion@Nexus, Bangsar South City, No. 7, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia For Enquiries on location:-  Tel: +603 2386 9188  Email sales.spectrum@connexioncec.com
Registration - Time and Place	:	Starts 7:45 a.m. and ends at a time directed by the Chairman of the Meeting Room Venus 1, Level 3A, Connexion@Nexus, Bangsar South City, No. 7, Jalan Kerinchi, 59200 Kuala Lumpur, Malaysia
Proxy Form* - Place of lodgment	:	Symphony Share Registrars Sdn Bhd ("Share Registrar") Level 6, Symphony House, Block D13, Pusat Dagangan Dana 1, Jalan PJU 1A/46, 47301 Petaling Jaya, Selangor, Malaysia Tel : +603-7849 0777 (Helpdesk)
Last date and time of lodgment**		Tuesday, 25 April 2017 at 10.00 a.m.

* Fax/email copies of the duly executed Proxy Form(s) are not acceptable. Please refer to the Agenda set out in the Notice of AGM for further details.

** This will supersede the date and time for lodging the Form of Proxy that appears in the Circular to Shareholders dated 27 March 2017.

- (1) **Registration Process for AGM for shareholders, corporate representatives and proxy (ies)**
- Please produce your **original** National Registration Identification Card (NRIC) or Passport at the registration counters for verification as shareholder / member, corporate representative or proxy(ies).
 - 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(s).
 - Only duly registered shareholders/proxies wearing the identification wristband will be allowed to enter the meeting hall. There will be no replacement in the event you lose or misplace your identification wristband (given during process of Registration).
 - Registration counters will only handle verification and registration. Please proceed to the Help Desk if you have other queries.
- (2) **Doorgift comprising Food Voucher and Prepaid Top up ticket, and Refreshment**
- One (1) set of a food voucher and a prepaid top up ticket (together "Doorgift") will be provided upon Registration (Refer Item 1 above)
 - **Only tea, coffee and water ("Refreshment") will be served at the AGM.**
 - Each attendee will only be provided one (1) Doorgift, regardless of the number of shareholders you represent as a proxy and whether you are attending both as a proxy and shareholder

(3) Help Desk at the AGM

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

(4) 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.

(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 meeting 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 meeting, please do not submit any form of proxy. You will not be allowed to attend the meeting together with the proxy appointed by you.
- If you have submitted your form(s) of proxy prior to the meeting and have subsequently decided to personally attend the meeting, 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 meeting should submit the original certificate of appointment under the seal of the corporation to the office of the Share Registrar at any time before the time appointed for holding the meeting or to the staff at the registration counters 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 19 April 2017. Only a depositor/member whose name appears on the General Meeting Record of Depositors as at 19 April 2017 shall be entitled to attend the said meeting or appoint a proxy(ies) to attend and/or vote on such depositor's/member's behalf.

(8) Voting procedure

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) Enquiries for 8th AGM and 2016 Annual Report

- An e-mail agm2017@maxis.com.my account has been set up to attend to any administrative enquiries from shareholders relating to the AGM and 2016 Annual Report. This email account will be valid from 27 March to 26 April 2017.
- You may also refer to our website www.maxis.com.my/corp for copies of the 2016 Annual Report, Notice and Proxy Form for the AGM.