

MERCANTILE SHIPPING COMPANY PLC
42ND ANNUAL GENERAL MEETING
PRE REGISTRATION FORM

To: Registered Office of the Company Secretaries

Managers & Secretaries (Pvt) Ltd

No.8, Tickell Road

Colombo 08

1. Full Name of the Shareholder:

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2. Membership No. / CDS Account No :

3. Address of Shareholder :

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4. NIC No./ P.P. No. / Co. Reg. No. of Shareholder :

5. Contact details of Shareholders

Telephone:..... Residence: Office..... Mobile :

e-mail: (Please print clearly)

6. Names / NIC No. of Joint holder/s (If any):

i. Name : NIC No. :

ii. Name : NIC No. :

Shareholder's Signature /Date 1st Joint holder's Signature/Date 2nd Joint holder's Signature/Date

INSTRUCTIONS AS TO COMPLETION

- i. Shareholders are advised to complete the form legibly in order to facilitate their participation through the online platform.
- ii. The "Web Link" for participation at the AGM through the online platform will be forwarded to the Shareholder's above noted email address.
- iii. In the case of a Company/Corporation, the Pre-Registration Form must be under it's common seal which should be affixed and attested in the manner prescribed by its Articles of Association.
- iv. In the case of the Pre -Registration form signed by an Attorney, the Power of Attorney must be deposited at the Registered Office of the Company for registration.
- v. The duly completed Pre - Registration Form must be deposited at the Registered Office of the Company Secretaries, Managers & Secretaries (Private) Limited, No.8, Tickell Road, Colombo 08, or e-mailed to "menaka@msl.lk, **not less than forty eight hours prior to the date of the AGM.**

SUPPLEMENTARY NOTICE TO SHAREHOLDERS

MERCANTILE SHIPPING COMPANY PLC

42ND ANNUAL GENERAL MEETING

Dear Shareholder/s,

The Board of Directors of Mercantile Shipping Company PLC (Company), wishes to inform its Shareholders that the AGM of the Company for 2023 is scheduled to be held as a virtual meeting using audio visual technology at 2.30 pm on 22nd September 2023 as per the Notice of Meeting of the AGM

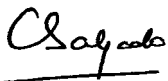
Please note the following procedure to be adopted in terms of the same;

1. The AGM will be held in compliance with the principles set out in the Guidelines issued by the CSE for the hosting of a virtual Annual General Meetings
2. Only the key officials who are essential for the administration of the formalities of the meeting will be physically present at the venue. All Shareholders, will participate via the online meeting platform.
3. The Annual Report along with the Notice of Meeting, Form of Proxy, Form of Pre-Registration and Circular to Shareholders are made available on the official website of the company (<https://mercmarine.net/MSCLAGM>) and on the website of the Colombo Stock Exchange (CSE) (<https://www.cse.lk>).
4. Adequate arrangements will be made for Shareholders who wish to participate in the AGM via the online meeting platform, with log-in information being forwarded to shareholders in advance of the meeting. In order to enable such facilities, Shareholders who wish to participate in the meeting are requested to forward us their details as per the attached Pre Registration Form (Annexure I) and/or Proxy (Annexure II), as applicable.
5. Shareholders will be given opportunity to raise any questions or comments on the matters listed on the Agenda for the meeting.
6. Voting on the items on the Agenda will be registered by using an online platform or a designated ancillary online application. All of such procedures will be explained and shared with the Shareholders with the log in information forwarded in advance of the meeting.
7. For any clarifications on the Annual Report please contact (Mrs) C.D.A. Peiris on 0777327717 or on email, charmainep@mercmarine.net.
8. All documents relating to the AGM must be forwarded to menaka@msl.lk or to the registered office of the Company Secretary, not less than forty eight hours prior to the date of the AGM.

For any queries regarding any of the documents sent, please contact the Company Secretaries, Ms. Menaka De Silva on Tel:0112015942 or 0703667942 during normal office hours.

The Board wishes to thank the Shareholders of the company for their unwavering cooperation and support to ensure a smooth and uninterrupted process at this Annual General Meeting of the Company.

By Order of the Board



MERCANTILE SHIPPING COMPANY PLC
MANAGERS AND SECRETARIES (PRIVATE) LIMITED

(Ms.) C. Salgado

Director/Secretaries

14th August 2023