

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the 55th Annual General Meeting (“**AGM**”) of HOTEL GRAND CENTRAL LIMITED (the “**Company**”) will be convened and held at Hotel Chancellor @ Orchard, Function Room, Level 2, 28 Cavenagh Road, Singapore 229635 on Friday, 28 April 2023 at 11.30 a.m. for the following purposes:

AS ORDINARY BUSINESS:

1. To receive and adopt the Directors’ Statement and the Audited Financial Statements of the Company for the financial year ended 31 December 2022 together with the Auditor’s Report thereon. **[Resolution No. 1]**
2. To approve a first and final One-Tier tax exempt ordinary dividend of 2 cents (Singapore Dollars) per ordinary share for the financial year ended 31 December 2022. **[Resolution No. 2]**
3. To approve Directors’ Fee of S\$350,500 for the financial year ended 31 December 2022 (2021: S\$350,500). **[Resolution No. 3]**
4. To re-elect the following Directors of the Company retiring pursuant to Regulation 120 of the Company’s Constitution:
 - (a) Ms. Tan Hwa Lian **[Resolution No. 4]**
 - (b) Mr. Tan Teck Lin **[Resolution No. 5]***[See Explanatory Note (i)]*
5. To re-appoint Messrs. Ernst & Young LLP as the Company’s auditor and to authorise the Directors of the Company to fix their remuneration. **[Resolution No. 6]**
6. To transact any other ordinary business which may properly be transacted at the Annual General Meeting.

AS SPECIAL BUSINESS:

To consider and if thought fit, to pass the following resolutions as Ordinary Resolutions, with or without any modifications:

7. Authority to Allot and Issue Shares

THAT pursuant to Section 161 of the Companies Act 1967 (the “**Companies Act**”) and subject to Rule 806 of the Listing Manual of the Singapore Exchange Securities Trading Limited (“**SGX-ST**”), authority be and is hereby given to the Directors of the Company to (a) allot and issue shares in the capital of the Company (“**Shares**”) whether by way of rights, bonus or otherwise; (b) make or grant offers, agreements or options (collectively, “**Instruments**”) that might or would require Shares to be allotted and issued, or other transferable rights to subscribe for or purchase Shares including but not limited to the creation and issue of warrants, debentures or other instruments convertible into Shares; (c) issue additional Instruments arising from adjustments made to the number of Instruments previously issued in the event of rights, bonus or capitalisation issues, at any time and upon such terms and conditions and for such purposes and to such persons as the Directors may in their absolute discretion deem fit; and/or (d) (notwithstanding that the authority conferred by this Resolution may have ceased to be in force) to issue Shares in pursuance of any Instruments made or granted by the Directors while this Resolution was in force, provided that:-

- (i) the aggregate number of Shares to be issued pursuant to this Resolution (including Shares to be issued in pursuance of Instruments made or granted pursuant to this Resolution) does not exceed 50% of the total issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company, of which the aggregate number of Shares to be issued other than on a pro-rata basis to shareholders of the Company (including shares to be issued in pursuance of Instruments made or granted pursuant to this Resolution) does not exceed 20% of the total issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company;
- (ii) for the purpose of determining the aggregate number of Shares that may be issued (subject to such manner of calculation as may be prescribed by SGX-ST) under sub-paragraph (i) above, the percentage of issued share capital shall be based on the issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company at the time this Resolution is passed, after adjusting for (1) new Shares arising from the conversion or exercise of any convertible securities or share options or vesting of share awards that are outstanding or subsisting when this Resolution is passed; and (2) any subsequent consolidation or sub-division of shares;

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- (iii) in exercising the authority conferred by this Resolution, the Company shall comply with the provisions of the Listing Manual of the SGX-ST for the time being in force (unless such compliance is waived by the SGX-ST) and the Company's Constitution; and
- (iv) unless revoked or varied by the Company in general meeting, such authority shall continue in force until the conclusion of the next Annual General Meeting of the Company, or the date by which the next Annual General Meeting of the Company is required by law to be held, whichever is the earlier.

[See Explanatory Note (ii)]

[Resolution No. 7]

8. Renewal of Share Repurchase Mandate

THAT:-

- (a) for the purposes of Section 76E of the Companies Act, the exercise by the Directors of the Company of all the powers to purchase or otherwise acquire issued ordinary shares in the capital of Company ("**Ordinary Shares**") not exceeding in aggregate the Maximum Percentage (as hereafter defined), at such price or prices as may be determined by the Directors from time to time up to the Maximum Price (as hereafter defined), by way of Market Purchase(s) (as hereafter defined) and otherwise in accordance with all other laws, regulations and rules of the SGX-ST as may for the time being be applicable, be and is hereby authorised and approved generally and unconditionally (the "**Share Repurchase Mandate**");
- (b) unless varied or revoked by the Company in general meeting, the authority conferred on the Directors of the Company pursuant to the Share Repurchase Mandate may be exercised by the Directors at any time and from time to time during the period commencing from the date of the passing of this Resolution and expiring on the earlier of:
 - (i) the date on which the next Annual General Meeting of the Company is held or required by law to be held, wherever is earlier; or
 - (ii) the date on which the authority conferred by the Share Repurchase Mandate is revoked or varied in a general meeting; or
 - (iii) the date on which the purchases or acquisitions of Ordinary Shares by the Company pursuant to the Share Repurchase Mandate are carried out to the full extent mandated;
- (c) in this Resolution:-

"**Market Purchase**" means on-market purchases or acquisitions of Ordinary Shares through the SGX-ST's trading system undertaken by the Company in accordance with the Companies Act;

"**Maximum Percentage**" means that number of Ordinary Shares representing 5% of the issued ordinary share capital of the Company as at the date of the passing of this Resolution (excluding Ordinary Shares which are held as treasury shares and subsidiary holdings); and

"**Maximum Price**" in relation to an Ordinary Share to be purchased or acquired, means the maximum purchase price (excluding brokerage, commission, applicable goods and services tax and other related expenses), which shall not exceed 105% of the average closing price of an Ordinary Share over the period of five (5) market days on which the transactions in the Ordinary Shares on the SGX-ST were recorded before the day on which such purchase is made and deemed to be adjusted for any corporate action that occurs after the relevant five (5) market days period; and

- (d) the Directors of the Company be and are hereby authorised to complete and do all such acts and things (including executing such documents as may be required) as they may consider expedient or necessary to give effect to the transactions contemplated and/or authorised by this Resolution.

[See Explanatory Note (iii)]

[Resolution No. 8]

BY ORDER OF THE BOARD

Yoo Loo Ping
Company Secretary
Singapore, 13 April 2023

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Explanatory Notes:

- (i) Ms. Tan Hwa Lian will, upon re-election as a Director of the Company, remain as the Executive Director of the Company.

Mr. Tan Teck Lin will, upon re-election as a Director of the Company, remain as the Executive Director of the Company and a member of the Nominating Committee.

The key information of Ms. Tan Hwa Lian and Mr. Tan Teck Lin as required pursuant to Appendix 7.4.1 of the Listing Manual of the SGX-ST can be found on pages 104 to 109 of the annual report for the financial year ended 31 December 2022 (the “FY2022 Annual Report”).

- (ii) The Ordinary Resolution 7 proposed in item 7 above, if passed, will empower the Directors of the Company, from the date of the AGM effective until the conclusion of the next AGM of the Company, or the date by which the next AGM of the Company is required by law to be held or such authority is varied or revoked by the Company in a general meeting, whichever is the earlier, to issue Shares, make or grant Instruments convertible into Shares and to issue Shares pursuant to such Instruments, without seeking any further approval from shareholders in general meeting but within the limitation imposed by this Ordinary Resolution, for such purposes as they consider would be in the interests of the Company, up to a number not exceeding, in total, 50% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company, of which up to 20% may be issued other than on a pro-rata basis to shareholders.

For determining the aggregate number of Shares that may be issued, the total number of issued Shares (excluding treasury shares and subsidiary holdings) will be calculated based on the total number of issued Shares (excluding treasury shares and subsidiary holdings) in the capital of the Company at the time this Ordinary Resolution is passed after adjusting for new Shares arising from the conversion or exercise of any convertible securities or share options or vesting of share awards which are outstanding or subsisting at the time when this Ordinary Resolution is passed and any subsequent bonus issue, consolidation or subdivision of Shares.

- (iii) The Ordinary Resolution 8 proposed in item 8 above, if passed, will empower the Directors of the Company, effective until the conclusion of the next AGM of the Company, or the date by which the next AGM of the Company is required by law to be held, or the date on which the authority conferred by the Share Repurchase Mandate is revoked or varied in a general meeting, or the date on which purchases and acquisitions of shares pursuant to the Share Repurchase Mandate are carried out to the full extent mandated, whichever is the earlier, to repurchase ordinary shares of the Company by way of on-market purchases of up to 5% of the total number of issued shares (excluding treasury shares and subsidiary holdings) in the capital of the Company at the Maximum Price. Information relating to this proposed Resolution are set out in the Appendix attached to this Notice of AGM.

IMPORTANT NOTICE FOR SHAREHOLDERS:

The Company’s AGM will be held physically at Hotel Chancellor @ Orchard, Function Room, Level 2, 28 Cavenagh Road, Singapore 229635 on Friday, 28 April 2023 at 11.30 a.m. pursuant to the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020. There will be **no option for shareholders to participate virtually**.

Printed copies of the documents relating to the AGM, including this Notice of AGM, Appendix to Notice of AGM, the proxy form and the FY2022 Annual Report will not be despatched to shareholders of the Company. Instead, copies of the documents and information relating to the AGM have been made available on SGXNet and the Company’s corporate website and may be accessed at the following URLs. Shareholders may request for printed copies of these documents by submitting the request via email to hotelgrand-agm@complete-corp.com by 20 April 2023:

- (a) www.sgx.com/securities/company-announcements; or
(b) www.ghihotels.com.

Shareholders should take note of the following arrangements for the AGM:

(a) **Participation in the AGM**

Shareholders, including investors who hold shares through the Central Provident Fund and/or Supplementary Retirement Scheme (“**CPF and/or SRS Investors**”), may participate in the AGM by:-

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- (i) Attending the AGM in person;
- (ii) Submitting questions in relation to any agenda item in this notice of AGM in advance of, or ask questions physically during the AGM; and/or
- (iii) voting at the AGM by (i) themselves; or (ii) through duly appointed proxy(ies).

Details of the steps for registration, asking of questions and voting at the AGM by shareholders, are set out in items (b) to (f) below.

(b) Registration to attend the AGM

Shareholders, including CPF and/or SRS Investors can attend the AGM in person.

To do so, they will need to register in person at the registration counter(s) outside the AGM venue on the day of the event. They are required to bring along their NRIC/passport to enable the Company to verify their identity. The Company reserves the right to refuse admittance to the AGM if the attendee's identity cannot be verified accurately.

For investors who hold shares through relevant intermediaries please refer to item (e) for the procedures to attend and vote at the AGM.

(c) Asking Questions relevant to the AGM

Shareholders, including CPF and/or SRS Investors, who have questions in relation to any agenda item in this notice of AGM can ask questions physically during the AGM or can submit their questions to the Company in advance ("**Advanced Questions**") by **20 April 2023**, through any of the following means:

- (a) by email to hotelgrand-agm@complete-corp.com; or
- (b) by post to the Company's service provider, Complete Corporate Services Pte. Ltd. at 10 Anson Road, #29-07 International Plaza, Singapore 079903.

Shareholders, including CPF and/or SRS Investors, must identify themselves when posting questions through email or mail by providing the following details:

- (i) Full Name;
- (ii) Contact Telephone Number;
- (iii) Email Address; and
- (iv) The manner in which you hold shares (if you hold shares directly, please provide your CDP account number; otherwise, please state if you hold your shares through CPF or SRS, or are a relevant intermediary shareholder).

The Company will endeavour to respond to all substantial and relevant Advanced Questions through an announcement on SGXNet at the URL www.sgx.com/securities/company-announcements and the Company's website at the URL www.ghihotels.com) by 23 April 2023.

Follow up questions which are submitted after 20 April 2023 will be consolidated and addressed either before the AGM via an announcement on SGXNet and the Company's website or at the AGM. The Company will publish the minutes of the AGM, which will include responses from the Board and management of the Company on the substantial and relevant questions received from Shareholders and Investors via an announcement on SGXNet and the Company's website within one (1) month after the AGM.

(d) Voting at the AGM

For investors who hold shares through relevant intermediaries please refer to item (e) for the procedures to vote at the AGM.

For CPF and/or SRS Investors please refer to item (f) for the procedures to vote at the AGM.

Shareholders will be able to vote at the AGM in person at the AGM, or by appointing proxy(ies) to vote on their behalf at the AGM.

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For appointing proxy(ies), the duly completed Proxy Form must be submitted through any of the following means not later than **25 April 2023, 11.30 a.m.** (being no later than 72 hours before the time appointed for holding the AGM) and in default the instrument of proxy shall not be treated as valid:

- (i) by email, a copy to hotelgrand-agm@complete-corp.com; or
- (ii) by post, be deposited to the Company's polling agent, Complete Corporate Services Pte. Ltd. at 10 Anson Road, #29-07 International Plaza, Singapore 079903.

The Proxy Form has been made available on SGXNet and the Company's corporate website and may be accessed at the URLs www.sgx.com/securities/company-announcements and www.ghihotels.com.

Please refer to the detailed instructions set out in the Proxy Form.

(e) Voting at the AGM by Relevant Intermediary Investors

Relevant Intermediary Investors who wish to attend and vote at the AGM, or to appoint proxy(ies) to attend and vote at the AGM should not make use of the Proxy Form and should instead approach their respective relevant intermediaries as soon as possible, in order to allow sufficient time for their respective relevant intermediaries to in turn submit a Proxy Form to appoint the Chairman to vote on their behalf not later than **25 April 2023, 11.30 a.m.**

(f) Voting at the AGM by CPF and/or SRS Investors

CPF and/or SRS Investors who wish to vote at the AGM may attend the AGM in person, or may appoint the Chairman of the Meeting as their proxy to vote. The CPF and/or SRS Investors who wish to appoint the Chairman of the Meeting as their proxy should not make use of the Proxy Form. They should instead approach their respective CPF agent banks or SRS approved banks or depository agents to submit their votes by **19 April 2023, 11.30 a.m.**, being at least seven (7) working days before the AGM, in order to allow sufficient time for their respective CPF agent banks or SRS approved banks or depository agents to in turn submit a Proxy Form to appoint the Chairman to vote on their behalf not later than **25 April 2023, 11.30 a.m.**

Personal Data Privacy:

"**Personal data**" in this notice of AGM has the same meaning as "personal data" in the Personal Data Protection Act 2012, which includes your name, address and NRIC/Passport number. By submitting an instrument appointing a proxy(ies) and/or representative(s) to attend, speak and vote at the Annual General Meeting and/or any adjournment thereof, a member of the Company (i) consents to the collection, use and disclosure of the member's personal data by the Company (or its agents) for the purpose of the processing and administration by the Company (or its agents) of proxies and representatives appointed for the Annual General Meeting (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the Annual General Meeting (including any adjournment thereof), and in order for the Company (or its agents) to comply with any applicable laws, listing rules, regulations and/or guidelines (collectively, the "Purposes"), (ii) warrants that where the member discloses the personal data of the member's proxy(ies) and/or representative(s) to the Company (or its agents), the member has obtained the prior consent of such proxy(ies) and/or representative(s) for the collection, use and disclosure by the Company (or its agents) of the personal data of such proxy(ies) and/or representative(s) for the Purposes, and (iii) agrees that the member will indemnify the Company in respect of any penalties, liabilities, claims, demands, losses and damages as a result of the member's breach of warranty.