

# JACKSTONES, INC.

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593 Antonio Drive, Bagumbayan, Taguig City 1630

## Annex A

### 2024 ANNUAL STOCKHOLDERS' MEETING OF JACKSTONES, INC. PROCEDURES FOR REGISTRATION AND PARTICIPATION

1. Stockholders may register for the 10 June 2024 Annual Stockholders' Meeting by emailing the following information at [investorrelations@jackstonesinc.com](mailto:investorrelations@jackstonesinc.com) starting 19 May 2024 to 03 June 2024:

For individual Stockholders:

- a. Complete Name (Last Name, First Name, Middle Name);
- b. Birthdate;
- c. Address;
- d. Mobile Number;
- e. Phone Number;
- f. Email Address;
- g. Registered ZOOM Account Name;
- h. Current photograph of the Stockholder, with the face fully visible (uploaded in PDF or JPEG format);
- i. Valid government-issued ID exhibiting the signature of the Stockholder (uploaded in PDF or JPEG format);
- j. For Stockholders with joint accounts: A scanned copy of an authorization letter signed by all Stockholders, identifying who among them is authorized to cast the vote for the account (uploaded in PDF or JPEG format);

For corporate/organizational Stockholders:

- a. SEC/DTI Registered Name;
- b. Address;
- c. Mobile Number;
- d. Phone Number;
- e. Email Address;
- f. Registered ZOOM Account Name;
- g. Complete Name (Last Name, First Name, Middle Name) of the individual authorized to cast the vote for the account (the "Authorized Voter");
- h. Current photograph of the individual authorized to cast the vote for the account (the "Authorized Voter");
- i. Valid government-issued ID of the Authorized Voter exhibiting his or her signature (uploaded in PDF or JPEG format);
- j. A scanned copy of the Secretary's Certificate or other valid authorization in favor of the Authorized Voter (uploaded in PDF or JPEG format)

Should the said Stockholders be unable to attend or vote but would like to be represented thereat, a duly filled out Proxy Form, together with the following information shall be emailed by the said Stockholder on or before 29 May 2024 to the Corporate Secretary at [mcdela Fuente@grubalaw.com](mailto:mcdela Fuente@grubalaw.com):

- a. Complete Name of authorized Proxy (Last Name, First Name, Middle Name);
- b. Birthdate;
- c. Address;
- d. Mobile Number;
- e. Phone Number;
- f. Email Address;
- g. Registered ZOOM Account Name;
- h. Current photograph of the Proxy, with the face fully visible (uploaded in PDF or JPEG format);

- i. Valid government-issued ID of the Proxy exhibiting his or her signature (uploaded in PDF or JPEG format);
2. Upon verification, the Company shall send a reply email confirming the identity of the said individual or corporation/organization as a stockholder of the Company and its respective current shareholding as of the same date.
3. For those shareholders who will be unable to attend onsite, the voting ballot will be emailed together with the email confirmation stated in the preceding section for (i) approval of the items in the Agenda requiring stockholders' approval, and (ii) election of the members of the Board of Directors, including the Independent Directors for CY2024.

The voting ballot shall be filled out, electronically signed, and emailed back to the Company on or before Five o' Clock in the afternoon on 03 June 2024.

4. Upon receipt of the ballot, the Company shall verify and tally the said votes and confirm via email reply to the Stockholder the receipt thereof, together with the Meeting ID and the Meeting Password.
5. For purposes of quorum, only the following Stockholders shall be counted as present:
  - a. Attending stockholder who have registered from 19 June 2023 to 03 June 2024;
  - b. Stockholders who have sent their proxies (to be represented by registered and attending stockholders) via email to [mcdelafuente@grubalaw.com](mailto:mcdelafuente@grubalaw.com) before 29 May 2024;
6. Questions and comments on the items in the Agenda must be sent to [mcdelafuente@grubalaw.com](mailto:mcdelafuente@grubalaw.com). Questions or comments received on or before 07 June 2024 may be responded to during the meeting. Any additional inquiries or questions may be raised during the actual meeting and could be addressed upon discussion of Consideration of Such Other Business as May Properly Come Before the Meeting. Any question not answered during the meeting shall be answered via email.