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## **INMOBILIARIA COLONIAL, SOCIMI, S.A.**

### **EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS (JUNE 2021)**

#### **INSTRUCTIONS TO ATTEND AND VOTE AT THE GENERAL MEETING BY ELECTRONIC MEANS**

Online attendance to the General Meeting will be performed subject to these basic rules and, for any matters not expressly provided here, to the Laws, the Company Bylaws and the Company's Regulations of the General Meeting.

#### **RIGHT TO ATTEND THE GENERAL MEETING REMOTELY AND IN REAL TIME**

All shareholders with the right to attend and vote at the General Meeting according to the Company Bylaws may attend and vote, either personally or by proxy, by electronic means that enable them to log into the General Meeting in real-time. In this regard, any shareholders who, individually or as a group, own at last 500 shares duly registered in the shareholder ledger five days before the General Meeting may attend and vote at the General Meeting remotely and in real-time, provided they present satisfactory proof of their identity as described in the section "*Identification and Prior Registration*".

#### **IDENTIFICATION AND PRIOR REGISTRATION**

To verify the identity of the attendees and guarantee the correct exercise of their rights and the interactivity and proper functioning of the meeting, shareholders and proxies who wish to use the electronic attendance mechanisms must register beforehand in the section devoted to the 2021 Extraordinary General Meeting of Shareholders ("*Electronic Attendance*") on the corporate website ([www.inmocolonial.com](http://www.inmocolonial.com)) ("**Website**") from 4 p.m. on 22 June 2021 to 11.59 p.m. on 26 June 2021. Notwithstanding the above, the Chairman of the General Meeting will have full powers, for justified reasons, to admit prior registrations to exercise the right to attend by online means up to 1 hour before the day of the General Meeting. In other words, until 3 p.m. on 27 June 2021 (if the General Meeting is held on first call) or on 28 June 2021 (if, as expected, the General Meeting is held on second call). After this time, no prior registration to exercise the right to attend by online means will be accepted.

The aforementioned prior registration will be carried out by any of the following means: (i) Electronic National Identity Document; or (ii) a recognized or advanced electronic signature, based on a recognized and valid electronic certificate, issued by the Spanish Public Certification Entity (CERES), under the auspices of the Royal Mint of Spain.

Notwithstanding the above, for the proxy to attend the General Meeting electronically, their powers of representation and identity must be proved before the Company, via the submission of the duly completed attendance, proxy and remote voting card, and a copy of their National ID Card, Foreigner's Identity Card or passport, which must be emailed to [accionistas@inmocolonial.com](mailto:accionistas@inmocolonial.com) or received by the Company at its registered office (Paseo de la Castellana 52, 28046 Madrid) or at the Company's offices in Barcelona (Avenida Diagonal 532, 08006 Barcelona), addressed to the Shareholder Relations Office (Oficina de Atención al Accionista), at least 24 hours before the date scheduled for the General Meeting on first call, that is, before 4 p.m. on 26 June 2021.

In any case, shareholders who do not reside in Spain, qualified investors, legal entities, proxies and other similar persons must contact the Shareholder Relations Office (“*Oficina de Atención al Accionista*”) (see section “*General Information*” below) to adopt, with the necessary guarantees, the mechanisms employed to attend the General Meeting remotely in real-time and to send the proof of identity requested.

The Company may enable additional means of identification that duly guarantee the identity of the shareholder. The Company reserves the right to request any additional means of identification from shareholders it deems necessary to verify their status as shareholders and ensure the authenticity of the vote or proxy.

Once the shareholder or their proxy has registered in accordance with the indicated means and within the established term, they may attend and vote at the General Meeting through electronic means after remotely logging in on the day of the General Meeting.

From the end of the registration period until the opening of the connection to log onto the General Meeting virtually, the Company will check the status of the shareholders and proxies for the persons who are validly registered. In this regard, online attendance will be subject to checking that the registered shareholder does indeed have his/her shares registered in the shareholder ledger five days before the General Meeting.

#### **LOGGING IN AND ATTENDANCE**

In order to enable the proper management of the electronic attendance systems, the shareholder or proxy who has previously registered to attend the General Meeting electronically in accordance with section (i) above, must log in via the Website, from 1.45 p.m. to 3.45 p.m. on 27 June 2021 (if the General Meeting is held on first call) or on 28 June 2021 (if, as expected, the Meeting is held on second call), and identify themselves according to any of the means provided in section (i) above.

If the General Meeting is held on second call (as expected), electronic attendees who would have logged in on first call must log in again to attend the General Meeting electronically on second call, that is from 1.45 p.m. to 3.45 p.m. on 28 June 2021.

#### **SPEAKING, MOTIONS AND INFORMATION**

Any shareholder or proxy attending by electronic means who intends to participate, put forward reasoned motions on matters that have already been or should be included in the Agenda for a General Meeting already called or make requests for information or clarifications by virtue of the Law, must submit these to the Company, in writing and in any case, in the form, terms and conditions established on the Website, when they perform the prior registration or from 1.45 p.m. on 27 June 2021 or, as appropriate, on 28 June 2021, depending on whether the General Meeting is held on first or second call, respectively, and up to the moment it is constituted. Without detriment to the above, the Chairman of the General Meeting will have full powers to, for justified reasons, admit during the General Meeting, and through the Website, motions on matters that, by law, do not necessarily have to appear on the Agenda.

If the General Meeting is held on second call (as expected), the electronic attendees who have logged into the meeting on first call and have submitted statements and motions or requests for information or clarifications will have to send them again the next day, under the terms stated in this section; otherwise, they will not be considered as submitted.

Anyone attending by electronic means who wants their participation to be recorded verbatim in the minutes of the General Meeting must expressly indicate this in the text of their request. Requests for information or clarification from shareholders attending electronically will be answered verbally during the General Meeting or in writing within seven days of the Meeting, under the Spanish Limited Liability Companies Law.

### **VOTES**

Casting votes on the motions related to items on the Agenda may be carried out from the moment the shareholder or, where applicable, the proxy logs in on the day the General Meeting is held and until the Chairman or, as appropriate, the Secretary of the General Meeting, announces the end of the voting period for the motions involving items on the Agenda.

As for the motions on matters that, by law, need not appear on the agenda, electronic attendees may cast their votes from the moment these motions are read out for voting and until the Chairman or, as appropriate, the Secretary of the General Meeting, announces the end of the voting period for said motions. In relation to voting on the motions, the same voting procedure and rules provided in the Company Bylaws and in the Regulations of the General Meeting will apply.

Voting on the motions will be carried out through the website and in accordance with the corresponding voting form.

### **LEAVING THE MEETING**

Persons attending electronically who wish to expressly leave the General Meeting must do so by sending an electronic communication via the Website. Once their express wish to leave the meeting has been communicated, all subsequent actions will be deemed without effect.

### **OTHER MATTERS**

The Company will stream the General Meeting live on the corporate website ([www.inmocolonial.com](http://www.inmocolonial.com)).

The Chairman of the General Meeting will have full powers to, for justified reasons, admit shareholders' requests for participation, motions, information or clarifications submitted after the periods set in this document for prior registrations.

Online attendance by the shareholder to the General Meeting revokes the proxy given or remote vote cast before the General Meeting.

With regards to jointly owned shares, it will be considered that the co-owner who registers to attend the General Meeting will be the person who effectively attends the Meeting and will be therefore entitled to exercise the rights to speak, ask for information, put forward motions and vote according to their jointly owned shares.

It is the sole responsibility of the shareholder or their proxy to safeguard the means of identification or the usernames/passwords, if any, required to access and use the online attendance service.

The Company will not be liable for any damages that may be caused to the shareholder or proxy derived from breakdowns, overloads, power failures, connection failures or any other similar event, beyond the control of the Company, which cause the temporary unavailability of its website, without prejudice to the adoption of the measures required in each situation, including the possible temporary suspension or extension of the General Meeting if this were necessary to guarantee the shareholders or their proxies the full exercise of their rights.

For that which is not expressly regulated, the same rules established in the Regulations of the General Meeting to attend physically will apply to any shareholders who attend the General Meeting electronically.

### PROTECTION OF PERSONAL DATA

Under the applicable rules on protection of personal data (mainly *Regulation (EU) 2016/679 of 27 April 2016 on the protection of natural persons regarding the processing of personal data and on the free movement of such data* and *Spanish Organic Law 3/2018 of 5 December on the Protection of Personal Data and guarantee of digital rights*) shareholders are hereby informed that the Company, with tax identification number A-28027399, will be in charge of the automated processing of the personal data provided by shareholders or banks, Brokers and Dealers at which the shareholders have deposited their shares, through the agency legally authorised to keep the shareholder ledger i.e. Iberclear, in connection with the General Meeting, and any other data that may arise as a result thereof. The purpose of such file or automated processing is only the management and administration of the relations between the Company and the shareholders (including, where appropriate, their proxies) in connection with the General Meeting of Shareholders of the Company. The legal basis of the data processing is the need to comply with the provisions of the Spanish Limited Liability Companies Law. The Company will store the data for the duration of its obligations relating to the Extraordinary General Meeting and for the 6 years following its termination.

Shareholders or their proxies have the right to access, rectify, delete and object to the processing of their data, as well as to exercise the other rights recognised in the current data protection legislation with the extension and limitations provided in such legislation. To do so, they must send a notice (including the identification of the holder of the rights, e.g. a photocopy of their ID card) to the following address: Inmobiliaria Colonial, SOCIMI, S.A., Paseo de la Castellana 52, 28046 Madrid. Additionally, shareholders can send the aforementioned notice to the email address: [dpo@inmocolonial.com](mailto:dpo@inmocolonial.com).

The Company, in its capacity as data controller, has adopted all security measures required by law on its facilities, systems and files, and will safeguard the confidentiality of the relevant personal data, save where such data must be disclosed as required by Law or by a court and/or governmental order.

Should the data subjects consider that their information has been wrongfully processed or their rights have not been duly observed, they may file a claim before the Spanish Agency for Data Protection ([www.aepd.es](http://www.aepd.es)).

## GENERAL INFORMATION

For any clarification or additional information, shareholders may contact the Shareholder Relations Office ("Oficina de Atención al Accionista"), through the following means:

- Post: to the registered office (Paseo de la Castellana 52, 28046 Madrid) or the Company's office in Barcelona (Avenida Diagonal 532, 08006 Barcelona).
- Telephone no (+34) 934 047 910, on business days, from 9.00 a.m. to 2.00 p.m.
- Email address: [accionistas@inmocolonial.com](mailto:accionistas@inmocolonial.com).

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