

An architectural rendering of a modern urban development. The scene features several high-rise buildings with a mix of dark grey and light grey facades. The buildings have large windows and balconies. In the foreground, there is a landscaped courtyard with paved walkways, trees, and greenery. People are seen walking and sitting on the benches in the courtyard. The sky is blue with some light clouds. The overall atmosphere is bright and modern.

ETALON

**INSTRUCTION FOR VOTING AT AN
ANNUAL MEETING OF
SHAREHOLDERS**
RCS ISSUER SERVICES

NOVEMBER 2023

ACCOUNT CREATION

STEP 1

Go to website: <https://rcsgroup.lu/signin>

- If you do not have an account, press “Create an account”
- if you do have an account, skip to the “Access to transaction” section of this instruction

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Your email address

Your password

[Password forgot?](#)

> Sign In

+ Create an account

ACCOUNT CREATION

STEP 2

To create an account, you will be asked to fill in required information and press “Sign Up”

- Name, last name, contact details
- Password to have access to current and future transactions and corporate actions/events administered by Services S.AR.L Depositary

Gender First Name

Last Name

Your email address

Confirmation required

Phone

Organization name

Create a password Confirm password

[> Sign Up](#)

COMPLETION OF REGISTRATION

- Once you “Sign Up”, please check your inbox for an “Account activation email” and follow the instructions to activate the account
- If there is no email within a few minutes since you started the process, check your junk/spam folders

ACCESS TO TRANSACTION

STEP 1

Log in with your email and password at <https://rcsgroup.lu/signin>

- Select Etalon Group PLC from the proposed transactions

RCS Issuer Services

RCS Transactions Events My transactions

RCS Transactions

Found transaction...

Company XYZ
Instruments: GDRs

Request Access Send inquiry

ACCESS TO TRANSACTION

STEP 2

Request access to this transaction by filling in Registered Owner Name of the securities of interest and your contact details. After filling in required information press “Send request”

The screenshot shows the 'RCS Issuer Services' interface. On the left, under 'RCS Transactions', there is a search bar and a card for 'Company XYZ' with a 'Request Access' button circled in red. On the right, a modal window titled 'Request Access' contains the following fields: 'Instrument name' (GDRs), 'Registered Owner name', 'Email address', 'Area Code' (dropdown), 'Mobile number', and 'Country' (dropdown). At the bottom of the modal, there is a checkbox for 'I have read and accept the Terms and Conditions' and a large blue 'Send request' button, also circled in red.

ACCESS REQUEST APPROVAL

When your request is approved, an email confirmation will be sent to your registered email address

PARTICIPATION IN VOTING

STEP 1

Refresh your page or log in to your account where “Events” tab will become available:

- Go to “Events” tab and click on “View progress” for event of [Etalon Group PLC](#)

The screenshot displays the 'RCS Issuer Services' interface. At the top, there are navigation tabs: 'RCS Transactions', 'Events' (with a red notification badge '1'), and 'My transactions'. Below the tabs is a search bar with the placeholder text 'Event or transaction name...'. The main content area features a light blue card with the following information: 'EGM vote by DD.MM.YYYY', 'Company XYZ', 'Instruments: GDRs', 'Roles: Depository', and 'Start date: Today 10:23'. A blue button labeled 'View progress' is located at the bottom of the card and is highlighted with a red dashed circle.

PARTICIPATION IN VOTING

STEP 2

In the “Event” section you must follow **3 critical steps**:

1. Download the **Proxy form** – print it, fill it in and sign it
2. Upload the signed scan of the Proxy form alongside with the **Proof of Holding** (broker statement)* as per record date (PHOTO 2)
3. **Participate** in each agenda items (1-20) in the section (PHOTO 1)

The result of your participation will be received and pending review – an email confirmation will be sent to you upon approval

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1. **RCS Issuer Services** RCS Transactions **Events** 1 My transactions

→ **Agenda item #1**

Expires
Instrument: GDRs

Waiting for your participation

→ Participate

→ **Agenda item #2**

Expires
Instrument: GDRs

Waiting for your participation

→ Participate

2. **RCS Issuer Services** RCS Transactions **Events** 1 My transactions

Transaction name:	Company XYZ
RCS Roles:	Depositary
Documents:	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> egm_proxy_card_rcs_site_ <small>Uploaded Download</small> </div> <div style="border: 1px solid #ccc; padding: 5px;"> notice_for_call_of_egm_ <small>Uploaded Download</small> </div>

*Criteria for the Proof of Holding (broker statement):

- holdings as of **16 November 2023**
- number of DRs in the statement must match the filled in number on the website and in the form
- name of the holder in the statement must match the filled in information on the website and in the form

PROXY FORM FILL-IN INSTRUCTIONS

STEP 1

1. Fill in the Name of the Holder
2. Euroclear/Clearstream participant number of your broker (if available) as well as your client account number (mandatory) have to be requested from your broker/custodian
3. Proxy form must be signed by an authorised person (if the Holder is a legal entity, Proxy form should be signed by an authorised person of that entity)
4. Number of DRs voted must correspond to the number provided in the proof of holding and on the website

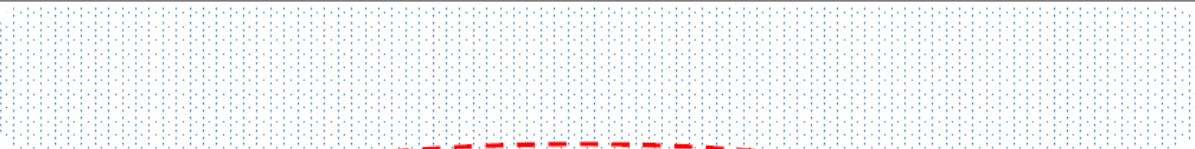
TO:	RCS ISSUER SERVICES S.A.R.L., DR Proxy Group / Operations
E-mail:	operations@rcsgroup.lu
Tel.:	+35220334176
RE:	COMPANY XYZ Extraordinary General Meeting to be held or
FROM:	_____ Name
EUROCLEAR / CLEARSTREAM PARTICIPANT NUMBER:	_____ (if available, provide your broker's participant number in Euroclear / Clearstream)
CLIENT ACCOUNT NUMBER AT BROKER / CUSTODIAN:	_____ (mandatory)
SIGNATURE:	_____ Authorized Signatory
CONTACT INFO:	_____ Telephone / E-mail Address
TOTAL NUMBER REG S GDRS (ISIN US55279C2008, CUSIP # 55279C200)	
HELD AS OF 11 AUGUST 2023:	_____
NUMBER REG S GDRs BEING VOTED:	_____
DATE:	_____, 2023

PROXY FORM FILL-IN INSTRUCTIONS

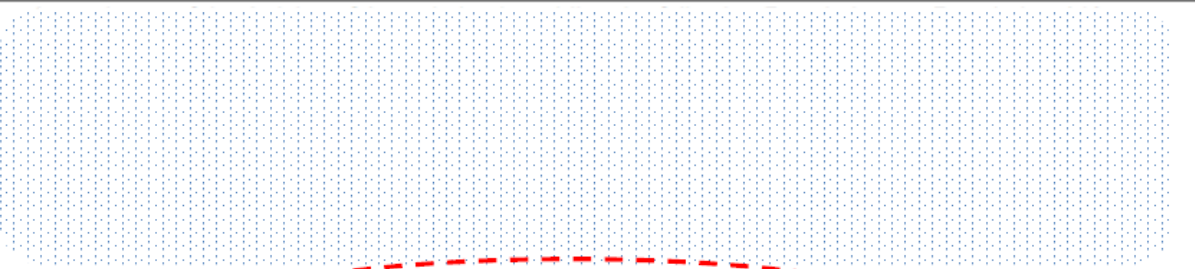
STEP 2

1. Please mark the relevant square in each agenda items to cast your vote (note that it must correspond to the vote chosen on the website):

**EXTRAORDINARY GENERAL MEETING OF
COMPANY XYZ**

1. 

FOR AGAINST ABSTAIN

2. 

FOR AGAINST ABSTAIN

COMPLETION

A fully filled and signed form must be uploaded onto the website, as described in section “Participation in voting”