



YBS INTERNATIONAL BERHAD

Registration No.: 200201014380 (582043-K)
(Incorporated in Malaysia)

ADMINISTRATIVE GUIDE FOR THE TWENTY-SECOND (“22nd”) ANNUAL GENERAL MEETING (“AGM”) of YBS INTERNATIONAL BERHAD (“YBS” OR “THE COMPANY”)

Day & Date : Thursday, 29 August 2024
Time : 11:00 am
Venue : Room 5, Level 1, Ixora Hotel, 3096 Jalan Baru, Bandar Perai Jaya, 13600 Perai, Pulau Pinang, Malaysia

Registration on the day of the 22nd AGM

- (1) Registration will commence at 10:00 a.m. and will end at the time as may be determined by the Chairman of the Meeting.
- (2) Please present your original MyKad or Passport to the registration staff for verification. Please make sure your MyKad or Passport is returned to you after registration.
- (3) Attendees are reminded to monitor the Company’s website and announcements from time to time for any changes to the 22nd AGM arrangement.

Entitlement to Participate and Appointment of Proxy

- (4) Only members whose names appear on the Record of Depositors as at **23 August 2024** (General Meeting Record of Depositors) shall be eligible to attend the 22nd AGM or appoint proxy(ies) to attend and/or vote on his/her behalf.
- (5) The instrument appointing a proxy shall be deposited in the following manner not less than 48 hours before the time for holding the AGM or any adjournment thereof:
 - (a) **By hard copy form**
The Proxy Form must be deposited at the Poll Administrator’s office at Mega Corporate Services Sdn. Bhd. at Level 15-2, Bangunan Faber Imperial Court, Jalan Sultan Ismail, 50250 Kuala Lumpur, Malaysia.
 - (b) **By electronic form**
The Proxy Form can be submitted electronically via email to mega-sharereg@megacorp.com.my.

Revocation of proxy

- (6) If you have submitted your Proxy Form and subsequently decide to appoint another person or wish to participate in the 22nd AGM in person, please give the Company notice of termination of a person’s authority to act as proxy not less than forty-eight (48) hours before the time appointed for holding the meeting or any adjournment thereof. The notice of termination must be in writing and be deposited at the Registered Office of the Company, 170-09-01 Livingston Tower, Jalan Argyll, 10050 George Town, Pulau Pinang.

No Door Gifts/Food Vouchers

- (7) There will be no distribution of door gifts or food vouchers at the 22nd AGM.

Enquiries

- (8) If you have any enquiry prior to the 22nd AGM, please contact the following person during office hours on Monday to Friday from 8.30 am to 5.30 pm (except on public holidays):

Ms. Tan Mei Chen	YBS INTERNATIONAL BERHAD No. 978 (also known as PT830), Lorong Perindustrian Bukit Minyak 20, Taman Perindustrian Bukit Minyak, 14100 Simpang Ampat, Pulau Pinang. T: +604-508 8623 F: +604-588 2623 E: agm@ybsinternational.com
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Personal Data Privacy:

By submitting information for the pre-registration of attendance, the attendees consent to the Company and/or its agents/service providers to collect, use and disclose the personal data therein in accordance with the Personal Data Protection Act 2010, for the purpose of the 22nd AGM of the Company and any adjournment thereof.