

# GALADARI HOTELS (LANKA) PLC

## CIRCULAR TO SHAREHOLDERS

### 40TH ANNUAL GENERAL MEETING OF THE COMPANY

Dear Shareholder/s,

Taking into consideration the current regulations/restrictions prevailing in the country due to the COVID - 19 pandemic, the Board of Directors of the Galadari Hotels (Lanka) PLC (“GHLL”) has decided to hold the 40<sup>th</sup> Annual General Meeting (AGM) as a Virtual Meeting, on 11th August 2021 centered at the “Board Room” of GHLL, No. 64, Lotus Road, Colombo 01, commencing at 3.30 p.m in accordance with the Guidelines issued by Colombo Stock Exchange (CSE) for holding virtual Annual General Meetings on the assumption that no curfew will be in force on that date and that there would be no restrictions imposed by the authorities on conducting meetings.

All the shareholders will be allowed to participate via online at the virtual meeting. To maintain “social distancing” requirements in order to mitigate the risk factor associated with the spread of the COVID 19 virus, the two local Board Directors, Key Management Personnel, External Auditors, Company Secretaries and Registrars to the Company only, will be assemble at the Board Room of GHLL for the purpose of hosting the Meeting. The Foreign Directors will be participating the AGM via video conferencing.

The shareholders and proxy holders who will be participating via audio or audio and visual means, should forward the Registration Form not less than forty eight (48) hours prior to the date of the AGM in order to enable the Company to share with you the relevant meeting login information.

The login information will be authorised only for the use by individual shareholders, proxy holders and authorised representatives in case of institutional shareholders and the Company will not be responsible or liable for misuse. Where the proxy holders are concerned please note that the login information will only be shared with those in whose favour a valid proxy has been submitted by the shareholder.

The shareholders and proxy holders who will be participating at the AGM via online platform will be required to identify themselves at the time of voting and when speaking during the time allowed for questions by the Chairman. For such purpose of identification, they will be required to provide the name, address and the National Identity Card or Passport Number.

Voting in respect of the items of business of the Agenda will be registered by using an online platform or a designated ancillary online application. The relevant procedure will be explained to the shareholders prior to the commencement of the meeting.

The format of the proxy will also be made available on the **[www.galadarihotel.lk](http://www.galadarihotel.lk)** and those shareholders who wish to submit their forms of proxy should duly complete the same as per the instructions given therein. The duly completed forms of proxy should be forwarded by email to [tharangan@juliusandcreasy.com](mailto:tharangan@juliusandcreasy.com) in order to enable the Company to receive the same not less than forty eight (48) hours prior to the time appointed for the holding of the AGM.

In order to avoid potential health issues which may arise in light of the prevailing situation in the country as the shareholders are unable to participate at the meeting physically, they are encouraged to appoint an Independent Director as their proxy, having marked their preferences in respect of the agenda items.

Shareholders can send in their queries, if any, to [tharangan@juliusandcreasy.com](mailto:tharangan@juliusandcreasy.com) before twenty four hours (24) of the commencement of the meeting and the responses to the same will be provided at the Meeting.

The Shareholders are requested to login to the meeting by 3.15 p.m.

The Annual Report and Financial Statements of the Company for the year ended 31st December, 2020 are available on the,

Corporate Website of Galadari Hotels (Lanka) PLC - [www.galadarihotel.lk](http://www.galadarihotel.lk)

Colombo Stock Exchange - [www.cse.lk](http://www.cse.lk)

Should Members wish to obtain a hard copy of the Annual Report, they may send a written request to the Registered Office of the Company by filling the request form attached herein. A printed copy of the Annual Report will be posted by the Company within eight (8) market days from the date of receipt of the request.

For any queries please contact Tharanga Nandasena on - 0114335159 - 62

By order of the Board



**Jacey & Company**

Secretaries

12th July 2021

Colombo