



CAPITALAND COMMERCIAL TRUST

(Constituted in the Republic of Singapore pursuant to a trust deed dated 6 February 2004 (as amended))

ANNOUNCEMENT

ANNUAL GENERAL MEETING TO BE HELD ON 26 JUNE 2020

1. **Background:** CapitaLand Commercial Trust Management Limited, the manager of CapitaLand Commercial Trust (“**CCT**”, and the manager of CCT, the “**Manager**”), refers to:
 - (i) its announcement of 6 April 2020 stating that it had applied to and obtained the approval of Singapore Exchange Securities Trading Limited (the “**SGX-ST**”) for an extension of time until 30 June 2020 for CCT to hold its annual general meeting in respect of the financial year ended 31 December 2019 (“**AGM**”);
 - (ii) the COVID-19 (Temporary Measures) Act 2020 passed by Parliament on 7 April 2020 which enables the Minister for Law by order to prescribe alternative arrangements for listed entities in Singapore to, *inter alia*, conduct general meetings, either wholly or partly, by electronic communication, video conferencing, tele-conferencing or other electronic means; and
 - (iii) the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Companies, Variable Capital Companies, Business Trusts, Unit Trusts and Debenture Holders) Order 2020 (the “**Order**”) which was gazetted on 13 April 2020 (as amended), and which sets out the alternative arrangements in respect of, *inter alia*, general meetings of real estate investment trusts.
2. **Date, time and conduct of AGM:** The Manager wishes to announce that pursuant to the Order, the AGM will be convened and held by way of electronic means, on Friday, 26 June 2020 at 2.00 p.m. (Singapore Time).

The Manager’s Chairman, Mr Soo Kok Leng, and Chief Executive Officer, Mr Chee Tien Jin Kevin, will conduct the proceedings of the AGM. The Manager will endeavour to address all substantial and relevant questions received in advance of the AGM from holders of units in CCT (“**Units**” and the holders of Units, the “**Unitholders**”) prior to or during the AGM.

3. **Notice of AGM and proxy form:** The Notice of AGM and proxy form will be sent to Unitholders solely by electronic means via publication on CCT's website at www.cct.com.sg, and will also be made available on the SGX website at www.sgx.com/securities/company-announcements. Printed copies of these documents will not be sent to Unitholders.
4. **No personal attendance at AGM:** Due to the current COVID-19 restriction orders in Singapore, Unitholders will not be able to attend the AGM in person.
5. **Alternative arrangements for participation in the AGM:** Unitholders and CPF and SRS investors may participate in the AGM by:
 - (i) observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
 - (ii) submitting questions in advance of the AGM; and
 - (iii) appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

Alternative arrangements relating to attendance at the AGM via electronic means (including arrangements by which the meeting can be electronically accessed via live audio-visual webcast or live audio-only stream), submission of questions to the Chairman of the Meeting in advance of the AGM, addressing of substantial and relevant questions either before or at the AGM, and voting by appointing the Chairman of the Meeting as proxy at the AGM, are set out in the Notice of AGM.

6. **Key dates/deadlines:** The table below sets out the key dates/deadlines for Unitholders and CPF and SRS investors to note:

Key dates	Actions
4 June 2020 (Thursday)	Unitholders and CPF and SRS investors may begin to pre-register at https://cct.listedcompany.com/agm_egm.html for live audio-visual webcast/live audio-only stream of the AGM proceedings.
5.00 p.m. on 16 June 2020 (Tuesday)	Deadline for CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy to approach their respective CPF Agent Banks or SRS Operators to submit their votes.
2.00 p.m. on 23 June 2020 (Tuesday)	Deadline for Unitholders and CPF and SRS investors to: <ul style="list-style-type: none"> • pre-register for live audio-visual webcast/live audio-only stream of the AGM proceedings; and

	<ul style="list-style-type: none"> submit questions relating to the resolutions to be tabled for approval at the AGM (either via email: ask-us@cct.com.sg or by post to the address provided in the Notice of AGM).
2.00 p.m. on 24 June 2020 (Wednesday)	Deadline for Unitholders to submit proxy forms (via post or email at CCT2020@boardroomlimited.com).
4.00 p.m. on 25 June 2020 (Thursday)	<p>Authenticated Unitholders and CPF and SRS investors will receive an email which will contain user ID and password details, as well as instructions on how to access the live audio-visual webcast and a toll-free telephone number to access the live audio-only stream of the AGM proceedings (the “Confirmation Email”).</p> <p>Unitholders and CPF and SRS investors who do not receive the Confirmation Email by 4.00 p.m. on 25 June 2020 but have registered by the 23 June 2020 deadline should contact CCT’s Unit Registrar, Boardroom Corporate & Advisory Services Pte. Ltd., at (65) 6536-5355 (during office hours) or email: CCT2020@boardroomlimited.com.</p>
2.00 p.m. on 26 June 2020 (Friday)	<p>Click on the link in the Confirmation Email and enter the user ID and password to access the live audio-visual webcast of the AGM proceedings; or</p> <p>Call the toll-free telephone number in the Confirmation Email to access the live audio-only stream of the AGM proceedings.</p>

7. Annual Report 2019 and Letter to Unitholders: The Annual Report 2019 (and updated Statistics of Unitholdings as at 19 May 2020) and the Letter to Unitholders dated 4 June 2020 (in relation to the proposed renewal of the unit buy-back mandate) have been published on CCT’s website, and may be accessed as follows:

(i) the Annual Report 2019 (and updated Statistics of Unitholdings as at 19 May 2020) may be accessed at <https://cct.listedcompany.com/ar.html> by clicking on the links for “Annual Report 2019” and “Statistics of Unitholdings as at 19 May 2020 (*with updated pages 241 and 243 of Annual Report 2019*)” respectively; and

(ii) the Letter to Unitholders dated 4 June 2020 may be accessed at https://cct.listedcompany.com/aggm_egm.html by clicking on the link for “Letter to Unitholders dated 4 June 2020”.

8. Further information: For more information, Unitholders can refer to CCT’s website at https://cct.listedcompany.com/aggm_egm.html, or contact CCT’s Investor Relations team at ask-us@cct.com.sg.

9. **Important reminder:** Due to the constantly evolving COVID-19 situation in Singapore, the Manager may be required to change the arrangements for the AGM at short notice. Unitholders should check CCT's website at www.cct.com.sg for the latest updates on the AGM.

The Manager would like to thank all Unitholders for their patience and co-operation in enabling CCT to hold its AGM with the optimal safe distancing measures amidst the current COVID-19 situation.

BY ORDER OF THE BOARD
CapitaLand Commercial Trust Management Limited
(Company Registration No. 200309059W)
As manager of CapitaLand Commercial Trust

Lee Ju Lin, Audrey
Company Secretary
4 June 2020

Important Notice

The past performance of CCT is not indicative of future performance. The listing of the Units on the Singapore Exchange Securities Trading Limited (the “**SGX-ST**”) does not guarantee a liquid market for the Units. The value of the Units and the income derived from them may fall as well as rise. Units are not obligations of, deposits in, or guaranteed by, the Manager . An investment in the Units is subject to investment risks, including the possible loss of the principal amount invested. Investors have no right to request that the Manager redeem or purchase their Units while the Units are listed on the SGX-ST. It is intended that Unitholders may only deal in their Units through trading on the SGX-ST.

This announcement is for information only and does not constitute an invitation or offer to acquire, purchase or subscribe for the Units.