

**REQUIREMENTS AND PROCEDURE FOR VOTING AND PARTICIPATING
IN THE 2024 ANNUAL STOCKHOLDERS' MEETING OF
LOPEZ HOLDINGS CORPORATION**

A. CONDUCT OF THE MEETING – The 2024 Annual Stockholders' Meeting of Lopez Holdings Corporation (the "Corporation") will be conducted virtually on Thursday, June 21, 2024, at 10 a.m. at <https://conveneagm.com/ph/lpzasm2024>. There will be no physical venue for the meeting. Pursuant to Sections 23 and 57 of the Revised Corporation Code, stockholders who participate in the meeting by remote communication or *in absentia* shall be deemed present for purposes of quorum.

B. RECORD DATE – Only stockholders of record at the close of business on April 30, 2024 are entitled to participate and vote at the meeting.

C. NOTICE OF MEETING AND OTHER DOCUMENTS – Pursuant to the SEC Notice posted on February 23, 2024, an electronic copy of the Information Statement and Management Report, SEC Form 17-A and other pertinent documents, including the minutes of the previous stockholders' meeting, should be available on the Corporation's website www.lopez-holdings.ph and uploaded to the PSE's EDGE disclosure system.

D. REGISTRATION – Stockholders intending to participate by remote communication are required to register by 6:00 p.m. on June 11, 2024 at <https://conveneagm.com/ph/lpzasm2024>. Following are the requirements for registration:

1. FOR INDIVIDUAL STOCKHOLDERS

- a) A scanned copy of the stockholder's valid government-issued ID showing photo, signature, residential address and other personal details, in JPG format and file size no larger than 2MB. Acceptable IDs include Driver's License, Passport, National ID, Unified Multi-Purpose ID, Professional Regulation Commission ID, Social Security System ID, Pag-Ibig ID, Senior Citizen ID, and Voter's ID; and
- b) The stockholder's valid and active email address and contact number.

The submission of information which is incomplete or inconsistent may result in unsuccessful registration and will render the stockholder ineligible to participate in the meeting.

2. FOR CORPORATE SHAREHOLDERS

- a) A scanned copy of a 2024 notarized Secretary's Certificate on the authority of the representative of the corporate shareholder to participate and vote at the meeting, in JPG format and file size no larger than 2MB (a form of the Secretary's Certificate is hereto attached as Annex "A-1").
- b) A scanned copy of the valid government-issued ID of the authorized representative of the corporate shareholder showing photo, signature, residential address and other personal details, in JPG format and file size no larger than 2MB. Acceptable IDs include Driver's License, Passport, National ID, Unified Multi-Purpose ID, Professional Regulation Commission ID, Social Security System ID, Pag-Ibig ID, Senior Citizen ID, and Voter's ID; and
- c) The authorized representative's valid and active email address and contact number.

The submission of information which is incomplete or inconsistent may result in unsuccessful registration and will render the authorized representative ineligible to participate in the meeting.

3. FOR STOCKHOLDERS UNDER A PCD PARTICIPANT/BROKER'S ACCOUNT

- a) A broker's certification with a wet signature on the stockholder's shareholdings in the Company as of the record date of April 30, 2024, in JPG format and file size no larger than 2MB;
- b) A scanned copy of the stockholder's valid government-issued ID showing photo, signature, residential address and other personal details, in JPG format and file size no larger than 2MB. Acceptable IDs include Driver's License, Passport, National ID, Unified Multi-Purpose ID, Professional Regulation Commission ID, Social Security System ID, Pag-Ibig ID, Senior Citizen ID, and Voter's ID; and
- c) The stockholder's valid and active email address and contact number.

The submission of information which is incomplete or inconsistent may result in unsuccessful registration and will render the stockholder ineligible to participate in the meeting.

4. FOR STOCKHOLDERS WITH JOINT ACCOUNTS

- a) An authorization letter dated in 2024 with wet signature(s) by the other stockholder(s) indicating the person among them who is authorized to participate in the meeting, in JPG format and file size no larger than 2MB;
- b) A scanned copy of the authorized stockholder's valid government-issued ID showing photo, signature, residential address and other personal details, in JPG format and file size no larger than 2MB. Acceptable IDs include Driver's License, Passport, National ID, Unified Multi-Purpose ID, Professional

- Regulation Commission ID, Social Security System ID, Pag-Ibig ID, Senior Citizen ID, and Voter's ID; and
- c) The stockholder's valid and active email address and contact number.

The submission of information which is incomplete or inconsistent may result in unsuccessful registration and will render the stockholder ineligible to participate in the meeting.

E. REGISTRATION PROPER – Successful registrants will receive a notice by email confirming their registration status and providing a step-by-step guide on how to access a secure online portal which will enable them to participate and vote at the meeting (the "Electronic Invitation").

F. VOTING

1. Successful registrants may either vote electronically or appoint a proxy.
2. A stockholder who chooses to vote electronically should vote on the agenda items through the secure online portal. The Electronic Invitation will provide the procedure on how to access the secure online portal.
3. A stockholder who does not wish to vote electronically can appoint the Chairman of the meeting or any other person as proxy. Through the secure online portal, the stockholder may either execute the proxy form electronically, or download, fill-up, scan and upload the proxy form found therein. The proxy form is also attached to the Information Statement and may be accessed through the Corporation's website www.lopez-holdings.ph.
4. Accomplished proxies should be received by the Corporation no later than 6:00 p.m. on June 10, 2024. Validation of proxies will be conducted after receipt.
5. Through the secure online portal, a proxy may be revoked once at any time prior to 6:00 p.m. on June 11, 2024. The Office of the Corporate Secretary will tabulate votes received and an independent third party will validate the results.
6. The Corporate Secretary will report the results of the voting during the annual stockholders' meeting.

G. MEETING PROPER

1. The live webcast of the annual stockholders' meeting will be broadcast at <https://conveneagm.com/ph/lpzasm2024>.
2. During the meeting, each proposed resolution will be shown on the screen as the relevant agenda item is taken up.

3. During the meeting, participating stockholders can send questions or comments on any item on the agenda to investorrelations@lopez-holdings.ph.
4. The meeting proceedings will be recorded in audio and video format. A copy of the recorded proceedings will be made available to a stockholder upon request.

H. OTHER MATTERS

1. A stockholder who has successfully registered may submit a question or comment pertaining to any item on the agenda until the date of the meeting.
2. For any questions or points of clarification on these guidelines, please contact the following:
 - a) support@conveneagm.com
 - b) investorrelations@lopez-holdings.ph