

# escrowgroup

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## eAGM FAQs

<p>How do I create an account/sign up?</p>	<p><b>Step 1</b> Go to the link provided on the notice <b>Step 2</b> Click Sign up <b>Step 3</b> Indicate your representational criteria by clicking on either; a) shareholder b) proxy c) non-shareholder <b>Step 4</b> Complete the details required in each field <b>Step 5</b> Click <b>Sign Up</b> to complete the sign process An email notification confirming account authorisation will be sent to you within 48hrs after sign up</p>
<p>How do I Register to attend a meeting as a shareholder?</p>	<p>When Sign up has been approved, <b>Step 1</b> Go to Sign In page <b>Step 2</b> Enter username <b>Step 3</b> Enter Password <b>Step 4</b> Click Login <b>Step 5</b> Click Register to attend active meeting <b>Registration Complete</b></p>
<p>How do I register to attend a meeting as a proxy?</p>	<p><b>Step 1</b> Proxies are to submit duly completed Proxy Forms to the Registrar with sufficient details of shareholders to be represented. <b>Step 2</b> Proxy to go through the SIGN-UP process <b>Step 3</b> after receipt of sign-up notification, the proxy is to sign in by capturing username and password created on signing up. <b>Step 4</b> Once signed in for the first time, proxy is required to verify details of shareholders represented. <b>Registration Complete</b></p>
<p>How do I register as a non-shareholder?</p>	<p><b>Step 1</b> Member to go through the SIGN-UP process as detailed in the response to the first question.  When Sign up has been approved, <b>Step 2</b> Go to Sign In page <b>Step 3</b> Enter username <b>Step 4</b> Enter Password <b>Step 5</b> Click Login <b>Step 6</b> Member is prompted to verify personal details and confirm by clicking register before entering meeting page. <b>Registration Complete</b></p>

<p>How do I vote?</p>	<p><b>As a Shareholder;</b>  <b>Step 1</b> Read carefully the resolutions populating on the right side of the screen.  <b>Step 2</b> Cast your vote by clicking on the preferred option provided next to each resolution. Voting Options are (For, Against, Abstain)</p> <p><b>As a Proxy;</b>  <b>Step 1</b> Read carefully the resolutions populating on the right side of the screen.  <b>Step 2</b> Click the vote tab placed against the resolutions  <b>Step 3</b> A pop showing voting options for each shareholder represented will appear. The proxy may select voting options for each shareholder and submit the votes under each resolution.</p> <p>NB: Votes will only be cast when the administrator activates voting against each resolution. Shareholders and Proxies will be notified if the vote was successfully submitted after voting. Non-shareholders do not have the right/options to vote.</p>
<p>How do I join the conference facility to follow proceedings?</p>	<p>After Registration  <b>Step 1</b> Attendees (shareholders, proxies and non-shareholders) are to click <b>“Join”</b>, on the left side of the screen.  <b>Step 2</b> To receive audio and activate the Mic, attendees are to click the blue prompt that reads <b>“Join with Computer Audio”</b></p>