



## **PRACTICAL REMINDER for shareholders**

### **1. Participation in the General Meeting**

The Board of Directors reminds you that since the coming into effect of the law of 20 December 2010 on the exercise of certain rights of shareholders in listed companies, as amended by the law of 5 April 2011, and in accordance with Articles 533 bis and 536 §2 of the Company Code, only persons who are shareholders **on the date of registration** are entitled to take part in the General Meeting for the number of shares they hold on that date. The registration date is set by law at 14 days before the date of the General Meeting, in this case on **10 April 2018**.

In addition, attendance to the Annual General Meeting requires the following formalities, in accordance keeping with the provisions of Article 533 bis of the Company Code and Article 29 of the Articles of Association.

**Registered shareholders** are asked to send notice of their intent to attend to the “Secrétariat Général” of Hamon & Cie (International) S.A. (letter and fax or email ([marie-chantal.majerus@hamon.com](mailto:marie-chantal.majerus@hamon.com)) by **18 April 2018 at the latest, specifying the number of shares** for which they wish to vote. Registered shareholders can only attend the General Meeting if their shares are registered in the company’s list of registered shares on the registration date, that being **10 April 2018, at midnight**.

**Holders of dematerialized shares** must provide a certificate from an approved custodian of the shares (bank) or a liquidation organization to be sent to: [marie-chantal.majerus@hamon.com](mailto:marie-chantal.majerus@hamon.com) by **18 April 2018** at the latest, certifying the number of dematerialized shares registered in their accounts on the date of registration, that being **10 April 2018 at midnight**.

**Holders of subscription rights and bondholders** who can attend the General Meeting with advisory status under Article 537 of the Company Code, are invited to fulfil the same notification formalities as those required of shareholders.

*The Financial Service of Hamon & Cie (International) S.A. is provided by **BNP Paribas Fortis**.*



## **2. Additional Agenda**

Since the law of 20 December 2010 referred to above has come into effect and pursuant to Article 533 ter of the Company Code, one or several shareholders who together hold at least 3% of the capital can ask to have items put on the agenda and can submit proposals for decisions concerning items that are on the agenda or are to be added to the agenda.

These applications must reach the company at the latest on **2 April 2018**, that being 22 days before the General Meeting at the “Secrétariat Général” of Hamon & Cie (International) S.A. (letter and fax or email: [marie-chantal.majerus@hamon.com](mailto:marie-chantal.majerus@hamon.com)). If applicable, a complete agenda will be published by the company at the latest 15 days before the General Meeting, i.e. on **9 April 2018**).

## **3. Written questions**

As soon as the convocations are published, shareholders can ask questions about the reports or the items listed on the agenda. The directors or the auditors will answer those questions insofar as the communication of data or facts will not jeopardize the commercial interests or the commitments of confidentiality of the company or its directors. Written questions must reach the company at the latest on the sixth day before the General Meeting, that being **18 April 2018**. Shareholders can also ask questions orally during the meeting about the reports or the items listed on the agenda. They will be answered by the directors or the auditors subject to the exceptions mentioned above.

## **4. Representation at the general meetings (proxies)**

4.1. You can be represented by a proxy by using the form attached to the convocation.

You can either fill in the name of the proxy, or, preferably, leave the proxy’s name blank. This is preferable as the person you indicated may be absent on the day of the Meeting, in which case your form will be void. If the name of the proxy is left blank, the bureau of the General Meeting will represent you.

Powers of attorney established in the name of legal persons must be signed by the legal or statutory representative, without which they will not be accepted. The person appointed by a legal person shall be an employee, director or manager of that legal person. Those powers of attorney shall be lodged at the



registered office of the company by **19 April 2018** at the latest for the attention of Ms. Marie-Chantal Majérus.

4.2. If you hold at least 2% of our shares (or 2.344.707 shares), you can only lodge the number of shares for which you have made a declaration of transparency.

4.3. In order to facilitate the operations to verify the list of attendance, we ask you to please arrive at the registered office of Hamon & Cie (International) twenty minutes before the beginning of the meeting.

4.4. If you would like to have the annual report in English, or if you would like further information, contact us by means of our email address or by telephone (marie-chantal.majerus@hamon.com or tel. +32 (0)10 390 409).

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