

**FOOD EMPIRE HOLDINGS LIMITED**  
**(Co Registration No: 200001282G)**

**Letter to Shareholders**

16 April 2020

To: The Shareholders of Food Empire Holdings Limited

Dear Sir/Madam

**Supplementary Advisory (“2nd Advisory”) on Food Empire Holdings Limited (“Company”) Annual General Meeting (“AGM”)**

This letter should be read with reference to:

- i) The Company’s Notice of AGM dated 7 April 2020 in respect of the AGM to be held at 31 Harrison Road, Singapore (369649) on 23 April 2020 at 3.00 pm
- ii) The Advisory letter on Company’s AGM dated 7 April 2020 (“1<sup>st</sup> Advisory”)
- iii) Circular to Shareholders in relation to proposed renewal of share buyback mandate dated 7 April 2020
- iv) The Advertisement on notice of AGM in the Business Times on 7 April 2020

On 3 April 2020, PM Lee addressed the nation on the COVID-19 situation and announced the introduction of significantly stricter measures (“Circuit Breaker”) to halt escalating infections. This includes the closure of all workplaces except for essential services, for the period from 7 April 2020 to 4 May 2020.

In view of the developments, ACRA/MAS/SGX issued a joint statement on 13 April 2020 to provide additional guidance on the conduct of general meetings during this period. Having reviewed the new requirements, the Company feels it is appropriate to continue with the proposed AGM, but with certain modifications to comply with the additional measures.

The Company will apply the MTI Exemption (via the GoBusiness Portal) for the duration of the AGM. The Company will ensure that it complies with all regulations on the number of attendees at the physical venue of the AGM not exceeding 6 and safe distancing measures.

The Board wishes to inform Shareholders that, in compliance with the requirements of the MTI Exemption, **shareholders should not attend the AGM at the physical venue of the AGM. Instead, Shareholders should participate in the AGM via live webcast or audio only means (“Live Audio”).**

This 2<sup>nd</sup> Advisory serves to inform/clarify the following:

1. **Pre-registration:** The web-link for pre-registration of AGM attendance, <http://www.foodempire.com/agm2020preregistration> shall remain active until 3.00 p.m of 20 April 2020 (being not less than 72 hours before the AGM).

In addition to live webcast, we will provide live audio feed on a dedicated telephone line for those who would prefer the Live Audio option. Shareholders who wish to access via audio feed can indicate in their pre-registration form.

CPF and SRS investors should be informed that if they wish to attend the webcast, they should approach their respective CPF Agent Banks or SRS Operators as soon as possible but not less than 4 working days before the AGM. Similarly, investors who have deposited their shares

into a nominee account should also approach their depository agent and relevant intermediaries as soon as possible but not less than 4 working days before the AGM.

All shareholders who have successfully pre-registered shall receive via email, login details or telephone number for the Live Audio to call by 22 April 2020.

2. **Questions & Answers:** All questions must be addressed to the official web link for the Questions & Answer (“Q&A”) <http://www.foodempire.com/agm2020questionsandanswers> which shall remain active until 23 April 2020. Questions received by 13 April 2020 have been addressed by the Company on 15 April 2020 and will be presented again during the AGM. The Company will attempt to answer Questions received after 13 April 2020 and any follow-on questions subsequent to the AGM no later than 7 days after the AGM. Shareholders will not be able to ask questions during the live webcast of the AGM due to administrative limitations.
3. **Proxy Form:** Shareholders are allowed to submit proxy forms through electronic means. Shareholders who wishes to do so may send signed PDF copies of the proxy form to the following email [agm@foodempire.com](mailto:agm@foodempire.com), as an alternative to physical delivery of the instrument of proxy at least 48 hours before the AGM at the registered office of the Company at 50 Raffles Place, #32-01, Singapore Land Tower, Singapore 048623.

CPF and SRS investors should be informed that if they wish to vote, they should approach their respective CPF Agent Banks or SRS Operators to submit their votes as soon as possible but not less than 4 working days before the AGM. Investors who have deposited their shares into a nominee account should also approach their depository agent and relevant intermediaries as soon as possible but not less than 4 working days before the AGM if they wish to vote. Proxy forms appointing such person other than the chairman of the meeting shall be deemed to appoint the chairman of the meeting as proxy.

4. **Extraordinary General Meeting (“EGM”):** EGM shall commence immediately after the AGM. Shareholders who have pre-registered for the AGM will be considered to have enrolled for the EGM. The submission of proxy form for the EGM should go through the same process as described above.

Shareholders must not forward the link to other persons who are not shareholders and who are not entitled to attend the AGM and EGM. This is to avoid any technical disruption or overload to the live webcast or Live Audio.

As the COVID-19 situation remains fluid, the Company will continue to closely monitor developments and will take into account recommendations or guidelines issued by all relevant governmental agencies, as well as comply with new regulations as and when they come into force.

Yours Sincerely,  
For and on behalf of Board of Directors  
of **Food Empire Holdings Limited**

Kevin Cho  
Company Secretary