**Procedure for Pre-voting at the Annual General Meeting of Shareholders of Aktsiaselts Infortar to be held on 20 May 2024**

This procedure for pre-voting at the Annual General Meeting of Shareholders (hereinafter **the General Meeting**) of Aktsiaselts Infortar (hereinafter **Aktsiaselts**) to be held on 20 May 2024 has been established by the Management Board of Aktsiaselts in accordance with § 2982 of the Commercial Code.

With regard to the draft resolutions prepared on the items of the agenda of the General Meeting, the Shareholder can vote prior to the General Meeting (hereinafter **pre-vote** or **pre-voting**) as follows:

1. Pre-voting is possible in the period from the publication of the Notice of Calling the General Meeting (i.e., from 24 April 2024) until 16:00 (Estonian time) on 16 May 2024. The Shareholder also has the right to change or revoke the already transmitted vote no later than by the deadline mentioned in the previous sentence.
2. A Shareholder who has pre-voted is considered to be participating in the General Meeting, and the votes represented by the shares owned by them are accounted as part of the quorum of the General Meeting, unless otherwise provided by law.
3. In order to conduct the pre-voting, the pre-voting ballot paper made public by the Management Board of the Aktsiaselts on the website <https://www.infortar.ee/investorile> has to be used. Aktsiaselts considers that the security and reliability of pre-voting shall be ensured by pre-voting with an electronically qualified digital signature.
4. To pre-vote, the Shareholder shall cast their vote in an understandable manner regarding the draft resolutions prepared on items of the agenda of the General Meeting, selecting from among the options provided on the ballot paper (“in favour”, “against”, “abstained” or “not voting”), and confirms the ballot paper with their electronically qualified digital signature (in Estonia, for example, with an ID-card, Mobile-ID, or a newer Smart-ID account conforming to the qualified e-signature standard). In the counting of votes, ballots are considered equivalent regardless of the language version.
5. The Shareholder shall send the completed and digitally signed ballot paper to the Management Board of Aktsiaselts no later than by the deadline mentioned in item 1 of this Procedure at the e-mail address [investor@infortar.ee](mailto:investor@infortar.ee).
6. If the ballot paper is filled in and signed on behalf of the Shareholder by the Shareholder’s representative, the documents certifying the right of representation necessary for the registration of the participants of the General Meeting specified in the Notice of Calling the General Meeting must be submitted together with the ballot at the e-mail address [investor@infortar.ee](mailto:investor@infortar.ee). If the documents certifying the right to represent a Shareholder can be submitted only on paper, the documents must be submitted to the address of Aktsiaselts Infortar at Liivalaia 9, 10118 Tallinn no later than by 16:00 (Estonian time) on 16 May 2024. The documents can be delivered on business days at a previously agreed time between 9:00 to 17:00 (Estonian time). If the Shareholder or their representative wishes to do so, they should inform Aktsiaselts in advance at [investor@infortar.ee](mailto:investor@infortar.ee). Legal person shareholders who are registered in Estonia do not have to prove their right of representation.
7. In the counting of votes, voting ballots that are received after the deadline for pre-voting specified in item 1 of this Procedure, that are signed by an unauthorised person, or which do not adhere to the Procedure in whichever regard, shall not be taken into account. The Management Board of Aktsiaselts has the right to make a decision on taking a voting ballot received after the pre-voting deadline into account until the moment when a draft resolution on an item on the agenda of the General Meeting is put to the vote at the General Meeting.
8. In the event that more than one pre-voting ballots meeting the conditions of the pre-voting are submitted to the Management Board of Aktsiaselts on behalf of one shareholder, only the ballot received the latest shall be considered the valid one. All previous ballots of the Shareholder will be deemed invalid.
9. In the event that the Shareholder who has submitted one or more ballots to Aktsiaselts before the General Meeting also physically participates in the General Meeting, all ballots sent by the Shareholder before the General Meeting will be deemed invalid.