

Identification documents required for attending the General Meeting

Shareholders (natural persons and legal representatives of legal persons) are kindly requested to bring along a valid identification document with a photo. **Shareholders who are foreign legal persons** are additionally requested to present an excerpt of valid registry card which must be either legalized or authenticated with a document certificate *apostille* and such document must have a notarized translation into Estonian attached thereto.

Shareholder's accredited representatives are kindly requested to bring along a valid identification document with a photo and a valid proxy (original). The proxy may be either an unattested proxy or a notarized proxy. If the entity represented is a legal person, the representative is also kindly requested to bring a valid excerpt of the registry card. **The representatives' proxies issued in a foreign country** must be notarized and translated into Estonian, and the notarized proxies must be either legalized or authenticated with a document certificate *apostille*, and such documents must have a notarized translation into Estonian attached thereto. This requirement regarding the proxies applies also if a shareholder who is a natural person, issues a proxy to a representative in a foreign country.

Should a shareholder require a **proxy form** to appoint a representative, the relevant proxy form is available [here](#).

Should a shareholder use the proxy form to appoint a representative, there are three alternatives for **submitting a proxy**.

1. A shareholder or a shareholder's legal representative may fill out the proxy form in an electronic format, print and sign it in accordance with the document authentication instructions above, and **thereafter send the original proxy to the representative**. Upon registration for the General Meeting, the representative must submit the proxy (original) along with all other required documents.
2. A shareholder or a shareholder's legal representative may fill out the proxy form in an electronic format, **sign it digitally and e-mail it to tvesi@tvesi.ee** by the end of the day (23:59 UTC+3) on **29 May 2024** at the latest. This alternative is available to those shareholders who have the opportunity of using a digital signature (ID-card, digi-ID or Mobile-ID). If the proxy has been sent by using this option, there is no need to submit the proxy upon registration for the General Meeting.
3. A shareholder or a shareholder's legal representative may fill out the proxy form in an electronic format, print and sign it. Thereafter, the **signed proxy is scanned** and e-mailed at tvesi@tvesi.ee, and the **original may either be sent by post** to the address: Ädala 10, Tallinn 10614, so that it is received no later than **29 May 2024**, or the representative must bring the original proxy to the Annual General Meeting and submit it along with the other necessary documents upon registration for the Annual General Meeting Meeting.

In the event that the proxy form has not been properly filled out or submitted as required, AS Tallinna Vesi is entitled not to deem such proxy as a document certifying the right of representation and may disregard it.