

ISOTEAM LTD.

(Company Registration No. 201230294M)
(Incorporated in the Republic of Singapore)

9 October 2023

Dear Shareholders,

The Annual General Meeting (the “**AGM**”) of ISOTeam Ltd. (the “**Company**”) will be held on Tuesday, 24 October 2023 at 10.00 a.m. at 8 Changi North Street 1, ISOTeam Building, Singapore 498829, and the Extraordinary General Meeting in relation to the adoption of the ISOTeam Performance Share Plan (“**EGM**”) will be held on the same day, immediately upon conclusion of the AGM.

We are pleased to enclose printed copies of the Notice of AGM and the accompanying Proxy Form (collectively, the “**AGM Documents**”), as well as the Notice of EGM and the accompanying Proxy Form (collectively, the “**EGM Documents**”) for the upcoming AGM and EGM respectively. The AGM Documents, EGM Documents and together with this letter, will also be published on the Company’s website at the URL <http://isoteam.listedcompany.com>, and on SGX’s website at the URL <https://www.sgx.com/securities/company-announcements>.

ELECTRONIC COMMUNICATION OF ANNUAL REPORT, ADDENDUM AND EGM CIRCULAR

1. As announced on 9 October 2023, we will be implementing the use of electronic communications in accordance with the Companies Act 1967 and the Company’s Constitution for purposes of serving notices and documents such as annual reports, addendums and circulars to shareholders as part of our efforts to promote sustainability by conserving environmental and financial resources.
2. As per the Notice of AGM and Notice of EGM, the Annual Report and Addendum in relation to the proposed renewal of the share buyback mandate (the “**Addendum**”), as well as the circular in relation to the proposed adoption of the ISOTeam Performance Share Plan (the “**Circular**”), is made available on the SGXNet and the Company’s website at <http://isoteam.listedcompany.com>. Printed copies of the Annual Report, Addendum and Circular will not be sent to members.
3. Any member who wishes to receive a physical copy of the Annual Report, the Addendum and/or the Circular should complete the Request Form and return it by post to the Company at 8 Changi North Street 1, ISOTeam Building, Singapore 498829, or by email to ir@iso-team.com, by 5.00 p.m. on 16 October 2023. The Annual Report, Addendum and/or the Circular (as the case may be) will be mailed to such member within 3 to 5 working days upon receiving such member’s request.
4. We sincerely hope that you will join our efforts to reduce costs and increase operational efficiency by embracing electronic communications. However, in the event that you wish to elect to receive the printed copy of the Annual Report, Addendum and/or Circular, please complete, sign and return the Request Form in accordance with paragraph 3 above.
5. Please note that if the Company does not receive the Request Form in the manner and by the time and date as set out above in paragraph 3, shareholders will be deemed to have consented to notices or documents being given, sent or served using electronic communications. The election is a standing election and the shareholder may make a fresh election at any time, but until the shareholder makes a fresh election, the election that is conveyed to the Company last in time prevails over all previous elections as the shareholders’ valid and subsisting election in relation to all documents to be sent.
6. By providing the Company with the information required in the Request Form below, you agree and acknowledge that we and/or our service provider(s) may collect, use and disclose your personal data, as contained in your submitted Request Form or which is otherwise collected from you (or your authorised representative(s)), for the purpose of processing and effecting your request and in order for the Company and/or our service provider(s) to comply with any applicable laws, listing rules, regulations and/or guidelines.

Yours faithfully,

For and on behalf of
ISOTEAM LTD.

Anthony Koh Thong Huat
Executive Director and Chief Executive Officer

This letter has been prepared by the Company and its contents have been reviewed by the Company’s Sponsor, Hong Leong Finance Limited. It has not been examined or approved by the Exchange and the Exchange assumes no responsibility for the contents of this letter, including the correctness of any of the statements or opinions made, or reports contained in this letter.

The contact person for the Sponsor is Mr Kaeson Chui, Vice President, at 16 Raffles Quay, #01-05 Hong Leong Building, Singapore 048581, Telephone (65) 6415 9886.

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REQUEST FORM

TO: ISOTEAM LTD.
8 Changi North Street 1
ISOTeam Building
Singapore 498829

Please send me a printed copy of:

Annual Report for the financial year ended 30 June 2023 and Addendum

Circular in relation to the proposed adoption of the ISOTeam Performance Share Plan

Incomplete or incorrectly completed forms will not be processed.

Name(s) of Shareholder(s) : _____

NRIC/Passport Number(s) : _____

Mailing Address : _____

The shares are held by me/us in or under:-

CDP Securities Account No: _____

CPFIS/SRS Account

Physical Scrip

Signature(s): _____

Date: _____

Affix
Postage
Stamp

ISOTEAM LTD.

8 Changi North Street 1
ISOTeam Building
Singapore 498829