



## Instructions for Joining the AGM via Microsoft Teams

The Global Capital Property Fund Limited AGM will be held virtually via Microsoft Teams.

To join the meeting you will need to use a **modern web browser** such as **Google Chrome, Edge, or Firefox** [[more details](#)].

You do not need to download the Microsoft Teams application or create an account but can join the meeting from your web browser by following the below instructions.

If you already have the Microsoft Teams application and account please join as you usually do.

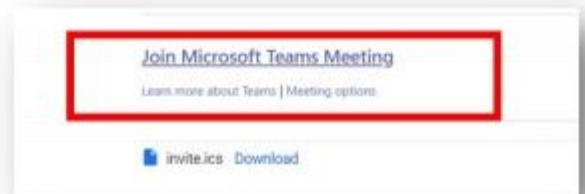
### Instructions to join via web browser

#### Join the meeting

Click the meeting link on the Notice of Annual General Meeting.

This will open Microsoft Teams in your default web browser.

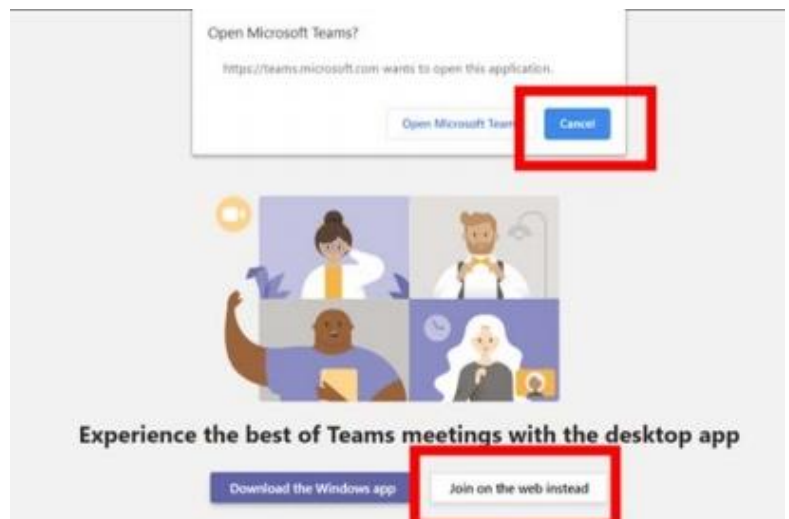
Please use a **modern web browser** such as **Google Chrome, Edge, or Firefox** [[more details](#)]



You will be asked if you would like to open Microsoft Teams in the application.

Click 'cancel', you do not want to select 'Open Microsoft Teams' as this will ask you to create an account.

Click '**Join on the web** instead', don't download the app.



## Choose your audio and video settings

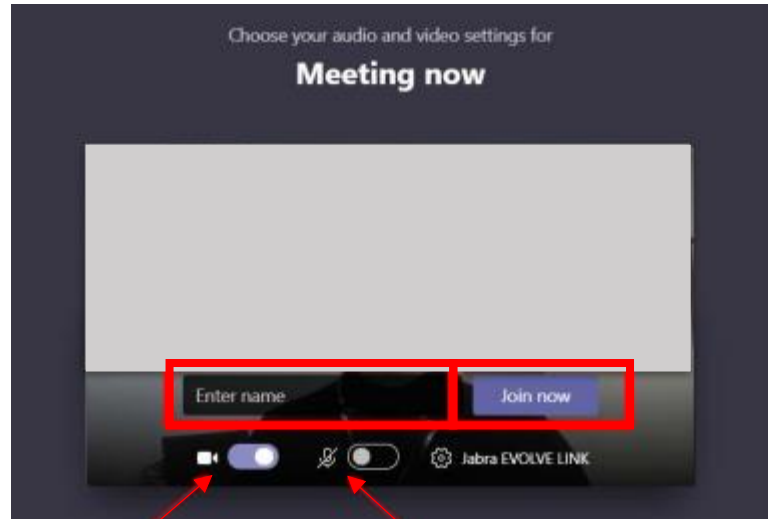
You may choose to turn on your camera if you wish but are also welcome to join with no camera.

We kindly ask that you enter the meeting with  
Your **microphone turned off** (on mute) so as not  
To disrupt the proceedings.

**Make sure you enter your name,  
so the organiser knows who is joining.**

Click **'Join Now'**

There may be a short delay, while you are in the  
'Lobby' waiting to be admitted to the meeting.



Camera **ON** (if you want)

Microphone **OFF**

## Participation in the Meeting

### Voting

Click the message/chat icon to view the meeting chat. This is where the links for voting will be placed (at the appropriate times). Keep this open for the entire duration of the meeting.

Please note that if you have submitted a proxy vote you will not need to vote during the meeting.

When it is time to vote, a link will be added to the 'chat' screen. Please **click on the link, place your vote and hit submit.**

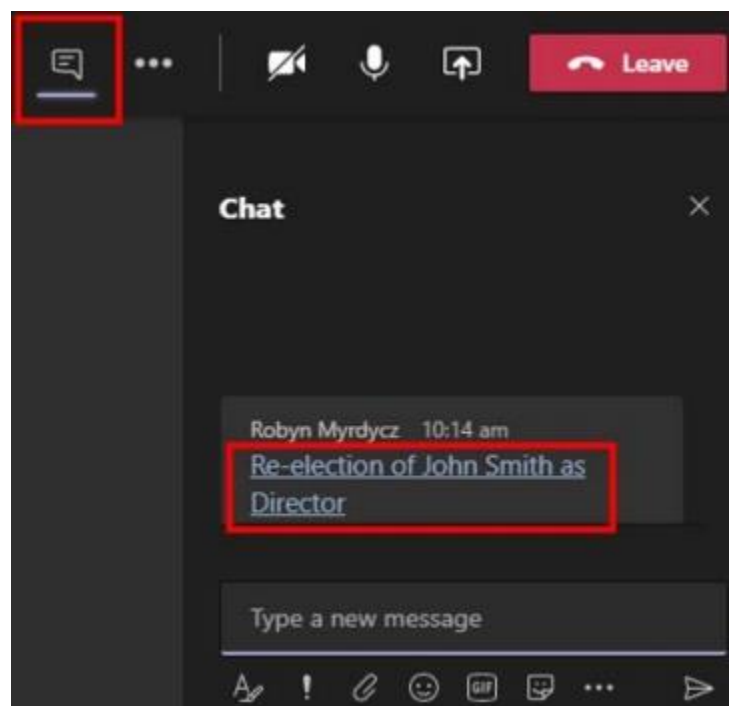
4. Resolution 1 - Re-Election of Director XXX \*

For

Against

Withheld

Submit

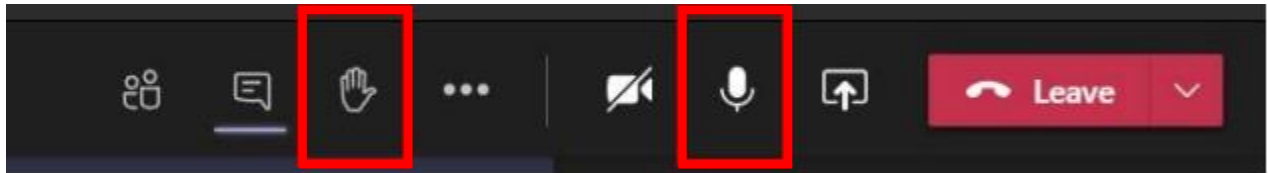


## Asking Questions

At various times throughout the meeting, the Chair will ask members if they have questions.

If you have a question, **raise your hand** and this will notify the Chair that you want to talk.

Please then **wait to be called to ask your question**. The Teams moderator will **unmute your microphone** at this time.



**Raise your hand**

**Unmute**

If you have submitted a question prior to the meeting, you do not need to raise your hand, your question will be read out and answered at the appropriate time.