

## PRIME PEOPLE LIMITED

(Registered in England and Wales No: 01729887)

# **Notice of General Meeting**

Notice is hereby given that a General Meeting of Prime People Limited (the "Company") will be held at 50 Great Marlborough Street, London, W1F 7JS at 11:00 a.m. on 9 January 2024 for the following purpose:

# **Special Business**

To consider and, if thought fit, to pass the following resolution which will be proposed as a special resolution:

That the name of the Company be changed to Macdonald & Company Holdings Limited.

By order of the Board

Indigo Corporate Secretary Limited

**15 December 2023** 

Registered Office 50 Great Marlborough Street, London, W1F 7JS

#### PRIME PEOPLE LIMITED

**Notice of General Meeting** (continued)

# **ATTENDANCE**

1. Members who are eligible and choose to attend the meeting will be required to comply with all reasonable requests to create a secure and safe environment.

#### APPOINTMENT OF PROXIES

- 2. Members are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote in your place. A form of proxy is enclosed. You can only appoint a proxy using the procedures set out in these notes and the notes to the form of proxy.
- 3. A member may appoint more than one proxy, who may be the same person, in relation to the General Meeting provided that each proxy is appointed to exercise the rights attached to a different share or shares held by that member.
- 4. A proxy need not be a member of the Company but must attend the meeting to represent you. The appointment of a proxy does not preclude a shareholder from attending any meeting at which the shareholder is entitled to vote and voting in person should the shareholder wish to do so.
- 5. To be effective, the form of proxy must be (i) completed and signed, (ii) sent or delivered to the Company's registrars, Neville Registrars Limited, Neville House, Steelpark Road, Halesowen, B62 8HD, and (iii) received by Neville Registrars Limited no later than 11:00 am on 5 January 2024. Any power of attorney or other authority under which the form of proxy is signed (or a notarially certified copy or a duly certified copy of such power or authority) must be included with the form of proxy.

## **CHANGING PROXY INSTRUCTIONS**

6. To change your proxy instructions, simply submit a new proxy appointment using the method set out above. Note that the cut-off time for receipt of proxy appointments (see above) also applies in relation to amended instructions; any amended proxy appointment received after the relevant cut-off time will be disregarded. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of the proxies will take precedence.

## TERMINATING PROXY APPOINTMENTS

7. In order to revoke a proxy appointment, you will need to inform the Company by sending a signed hard copy notice clearly stating the intention to revoke the proxy appointment to the Company's registrars, Neville Registrars Limited, Neville House, Steelpark Road, Halesowen, B62 8HD. In the case of a shareholder which is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company. Any power of attorney or any other authority under which the revocation notice is signed (or a notarially certified copy or a duly certified copy of such power or authority) must be included with the revocation notice. The revocation notice must be received by Neville Registrars Limited no later than 11:00 am on 5 January 2024. If you attempt to revoke your proxy appointment but the revocation is received after the time specified, your original proxy appointment will remain valid unless you attend the meeting and vote in person.

#### CORPORATE REPRESENTATIVES

8. A corporation which is a member can appoint one or more corporate representatives who may exercise, on its behalf, all its powers as a member provided that no more than one corporate representative exercises powers over the same share.

#### ENTITLEMENT TO ATTEND TO VOTE

9. In accordance with Regulation 41 of the Uncertificated Securities Regulations 2001, only those shareholders registered in the Company's register of members at 11:00 am on 5 January 2024 or, if the meeting is adjourned, at 11:00 am on the day two days prior to the adjourned meeting, will be entitled to attend, speak and vote at the meeting. Changes to the register of members after the relevant deadline will be disregarded in determining the rights of any person to attend and vote at the meeting.