



RC: 36985

CAPITAL HOTELS PLC

(Owners of Sheraton Abuja Hotel)

CAPITAL HOTELS PLC

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the 41st Annual General Meeting of Capital Hotels Plc (The Company) will be held at 12 noon on Tuesday 24 May 2022 at Sheraton Abuja Hotel, Abuja for the following purposes:

ORDINARY BUSINESS

1. To lay before the members, the Audited Financial Statements for year ended 31 December 2021, and the Reports of the Directors, Auditors and the Audit Committee thereon.
2. To re-elect Directors.
3. To elect Members of the Audit Committee.
4. To authorize the Directors to fix the remuneration of the Auditors.
5. To disclose the remuneration of managers of the Company.

SPECIAL BUSINESS

6. To fix the remuneration of the Directors.

Notes:

1. Proxies

A member entitled to attend and vote at this Annual General Meeting is also entitled to appoint a Proxy to attend and vote in his or her stead. A Proxy need not be a member of the Company.

Shareholders should note that in view of COVID-19 pandemic and following restrictions by Government on public gatherings, the Corporate Affairs Commission (CAC) has granted approval that attendance at the meeting shall only be by Proxy to ensure public health and safety. A member entitled to attend and vote at the Annual General Meeting is advised to select from the under listed proposed Proxies to attend and vote in his or her stead.

- a. Alhaji Abatcha Bulama
- b. Chief (Barr) C F Nwokocha
- c. Mr Patrick Ajudua
- d. Mr Robert Itawa
- e. Chief I P Nwokocha

A Proxy Form is attached to the Annual Report. The Proxy Form must be stamped by the Commissioner for Stamp Duties. The Company has made arrangements at its cost for the stamping of the duly completed proxy forms submitted to the Company's Registrars within the stipulated time.

Valid Proxy Forms must be lodged with the Registrars (registrars@cardinalstone.com) not later than 48 hours before the meeting. A form of proxy can also be downloaded from the Company's website: www.capitalhotelsng.org

2. Audit Committee

In accordance with section 404 (6) of the Companies and Allied Matters Act 2020 (CAMA), any member may nominate a Shareholder as a member of Audit Committee by giving notice in writing of such nomination to the Secretary of the Company at least 21 days before the date of the Annual General Meeting.

3. Closure of Register

The Register and Transfer Books of the Company will be closed from Monday 9th May 2022 to Friday 13th May 2022 both days inclusive for the purpose of updating the Register.

4. Rights of Securities' Holders to ask Questions

Securities Holders have a right to ask questions not only at the meeting but also in writing prior to the meeting, and such questions must be submitted to the Company Secretary on or before 16th May 2022.

5. Unclaimed Dividend Warrants and Share Certificates

Shareholders are hereby informed that a number of dividend warrants and share certificates have been returned to the Registrars as "unclaimed". A list of all unclaimed dividends will be circulated with the Annual Report. Any Shareholder affected by this notice is advised to write to or call at the Company's Registrars, CardinalStone Registrars Limited,

335/337 Herbert Macaulay Road, Yaba, Lagos State during normal working hours.

6. Website

A copy of this Notice and other information relating to the Annual General Meeting can be found on the Company's website at www.capitalhotelsng.org

BY ORDER OF THE BOARD



Alex Ugwuanyi Esq.

FRC/2017/NBA/00000016473

For: Ifebunandu & Co

Company Secretary

25 February 2022