ANNEX A

Procedure for Registration, Participation, and Voting in the 2 October 2026 Special Stockholders' Meeting of <u>MARCVENTURES HOLDINGS, INC.</u>

The Special Stockholders' Meeting (or "SSM") of **<u>MARCVENTURES HOLDINGS, INC.</u>** (the "Company") will be held virtually on 2 October 2026 at 2:00PM, via remote communication. There will be no physical venue for the SSM.

Only Stockholders of record as of 4 September 2026 are entitled to participate and vote in the SSM.

A. Registration and Participation/Attendance Procedure:

1. Stockholders who intend to participate in the virtual SSM may register at https://marcventuresholdings.com.ph/notice-of-annual-or-special-stockholders-meeting/ by sending following requirements for registration:

    a. *For individual Stockholders:*
        i. *Complete Name (Last Name, First Name, Middle Name);*
        ii. *Mobile or Phone Number;*
        iii. *Email Address;*
        iv. *Valid government-issued ID exhibiting the signature of the Stockholder (uploaded in PDF or JPEG format);*
        v. *Proof of stock ownership, such as but not limited to the copy of the stock certificates or certification from his/her broker or holding entity as to his/her scripless shares;*
        vi. *For stockholders with joint accounts: A scanned copy of an authorization letter signed by all Stockholders, identifying who among them is authorized to cast the vote for the account (uploaded in PDF or JPEG format);*

    b. *For corporate/organizational Stockholders:*
        i. *SEC/DTI Registered Name;*
        ii. *Address;*
        iii. *Mobile or Phone Number;*
        iv. *Email Address;*
        v. *Proof of stock ownership, such as but not limited to the copy of the stock certificates or certification from the broker or holding entity as to the scripless shares;*
        vi. *Complete Name (Last Name, First Name, Middle Name) of the individual authorized to cast the vote for the account (the "Authorized Voter");*
        vii. *Valid government-issued ID of the Authorized Person exhibiting his or her signature (uploaded in PDF or JPEG format);*
        viii. *Scanned copy of the Secretary's Certificate or other valid authorization in favor of the Authorized Person (uploaded in PDF or JPEG format);*

2. Upon successful registration and validation of the documents submitted through email at https://marcventuresholdings.com.ph/notice-of-annual-or-special-stockholders-meeting, the stockholder will receive an email confirmation and a unique link which can be used to log in and participate in the 2026 SSM;
3. Only those stockholders who have registered following the procedure above, **<u>and</u>** stockholders who have voted by providing their executed Proxy Form shall be included for purposes of determining the existence of a quorum;
4. For purposes of voting during the SSM, please see section on Voting Procedure below;

5. For the Question-and-Answer portion during the SSM, stockholders may send their questions related to the agenda at https://marcventuresholdings.com.ph/notice-of-annual-or-special-stockholders-meeting/ . Due to limitations on technology and time, not all questions may be responded to during the SSM but the Company will endeavor to respond to all the questions through email;
6. The proceedings during the SSM will be recorded as required by the Securities and Exchange Commission ("SEC");
7. Stockholders intending to participate by remote communication in the SSM are required to pre-register not later than ten (10) calendar days before the scheduled SSM, or not later than 21 September 2026;
8. In compliance with the SEC Notice dated 20 April 2020, the Information Statement, the Management Report, SEC Form 17A and other pertinent documents may be accessed through the Company's website at https://marcventuresholdings.com.ph/notice-of-annual-or-special-stockholders-meeting/ .

B. Voting Procedure:

1. The Stockholders shall only vote via *in absentia* voting pursuant to the following procedures:
    a. For registered stockholders, download and fill up the Voting Ballot and/or Proxy Form at https://marcventuresholdings.com.ph/notice-of-annual-or-special-stockholders-meeting/. The stockholder or his/her designated proxy, or in their absence, the Chairman of the meeting, is authorized to cast the votes pursuant to the instructions in the Proxy Form;
    b. Send a scanned copy of the executed Voting Ballot and/or Proxy Form by email to https://marcventuresholdings.com.ph/notice-of-annual-or-special-stockholders-meeting/ ;
    c. The scanned copy of the executed Voting Ballot and/or Proxy Form should be emailed to the above not less than ten (10) calendar days prior to the scheduled SSM, or not later than 21 September 2026;
    d. The hard copy of the signed Proxy Form should be delivered to:

    The Corporate Secretary
    4th Floor BDO Towers, 8741 Paseo de Roxas Makati City

    For any questions or clarification, you may contact us through:

    Email at **jolena.guantero@marcventures.com.ph**; or
    Telephone number at (02) 8831-4479 or
    Our stock transfer agent, Stock Transfer Service, Inc. (STSI), through
    Lea Mae Flores at lmmflores@stocktransfer.com.ph or
    Richard D. Regala at rdregala@stocktransfer.com.ph, or
    STSI's telephone number at 8403-2410 or 8403-2412

2. For the approval of the agenda items other than the election of the Regular Director, every stockholder entitled to vote shall have the right to vote the number of shares of stock standing in his own name on the stock books of the Company.

    For the election of the Regular Director, every stockholder entitled to vote shall have the right to vote the number of shares of stock standing in his own name on the stock books of the Company. Since there is only one Regular Director to be elected, there will be no cumulation of votes.