

Management Proxy Circular



REPUBLIC OF TRINIDAD AND TOBAGO

The Companies Act, 1995
Chapter 81:01 – Section 144

Form 10

1. **Name of Company:** READMIX (WEST INDIES) LIMITED
Company No.: R84(C)

2. **Particulars of Meeting:**

The Annual Meeting of the company for the year ended December 31, 2022 to be held on Friday 3rd November, 2023 at 9:00am to 11:00am in a hybrid format, via live webcast from the Boardroom, Trinidad Cement Limited, Chamber of Industry & Commerce, Columbus Circle, Westmoorings, Trinidad.

Shareholders who wish to appoint a proxy (other than the Chairman), to attend the meeting virtually shall be required to:

- i. Submit a valid proxy form; and
- ii. Pre-register during the period **Monday 2nd October, 2023 up to 4:00pm Tuesday 31st October, 2023** via the following steps:

Visit <https://readymix.co.tt/> and click on the banner "Annual Meeting"
Select "Register Proxy to Attend Meeting" and fill in the requested information in respect of the shareholder (full name; address; date of birth; valid identification number [National ID Card, Passport or Driver's Permit]; and a valid email address) as well as, the name; address; and a valid email address for the proxy holder, in the spaces provided. Proxy registration closes 4:00 p.m. on Tuesday 31st October, 2023.

The information submitted upon registration will be validated through the Trinidad and Tobago Central Depository. Subsequent to verification that the shareholder is on record as at 22nd September, 2023 an email shall be sent to the proxy holder, with unique login credentials, to attend the meeting via Zoom.

3. **Solicitation:**

It is intended to vote the Proxy solicited hereby, unless the Shareholder directs otherwise, in favour of all resolutions specified therein.

4. **Any director's statement submitted to Section 76(2):**

No statement has been received from any Director pursuant to Section 76(2) of the Companies Act, 1995.

5. **Any auditor's statement submitted pursuant to Section 171(1):**

No statement has been received from the Auditors of the Company pursuant to Section 171(1) of the Companies Act, 1995.

6. **Any shareholder's proposal and/or statement submitted pursuant to Section 116(a) and 117(2):**

No proposal has been received from any Shareholder pursuant to Section 116(a) and 117(2) of the Companies Act, 1995.

Date	Name and Title	Signature
29th September, 2023	Vahni Kaara Seunath Company Secretary	