

**PROCEDURE FOR PARTICIPATION IN THE ANNUAL STOCKHOLDERS' MEETING (ASM)
OF PHILIPPINE TRUST COMPANY, also known as PHILTRUST BANK,
ON MAY 26, 2026 AT 8:00 A.M. VIA REMOTE COMMUNICATION**

1. Stockholders of PHILTRUST BANK as of the Record Date of April 15, 2026, who wish to participate in the 2026 Annual Stockholders' Meeting are requested to notify the Bank and to submit the requirements for validation enumerated below as well as the duly accomplished Ballot/Proxy document through email at ptcorsec@philtrustbank.com from May 13, 2026 to May 19, 2026.

2. The email should contain the following requirements for validation:

2.1 For Individual Stockholders

- a. Name;
- b. Recent photo;
- c. Address;
- d. Valid and active contact number;
- e. Valid and active email address; and
- f. Scanned copy of any valid government-issued ID with photo

2.2 For Stockholders with joint accounts

A scanned copy of Authorization Letter signed by all stockholders named in the joint account, identifying who among them is authorized to cast the vote.

Submit also the requirements listed in No. 2.1 above.

2.3 For Stockholders under Broker accounts

- a. Broker's Certification on the Stockholder's shareholdings
- b. Recent photo;
- c. Valid and active contact number;
- d. Valid and active email address; and
- e. Scanned copy of any valid government-issued ID with photo

2.4 For Corporate Stockholders

- a. Secretary's Certificate attesting to the authority of the representative to vote for, and on behalf of, the Corporation;
- b. Valid and active contact number of the representative;
- c. Valid and active email address of the representative; and
- d. Scanned copy of any valid government-issued ID with photo of the representative.

2.5 For Stockholders to be represented by a proxy or authorized person

- a. Submit scanned copy of the duly accomplished Proxy Form or Authorization Letter signed by the Stockholder to cast the vote.
 - b. Valid and active contact number of the proxy holder;
 - c. Valid and active email address of the proxy holder; and
 - d. Scanned copy of any valid government-issued ID with photo of the proxy holder
3. After validation, the confirmed Stockholders/Proxies will receive an email from the Office of the Corporate Secretary and will be provided with the link to the meeting. They will be included in the computation of attendance and in the determination of quorum at the meeting.
4. Questions on any item in the Agenda should be submitted through email at ptcorsec@philtrustbank.com on or before May 19, 2026.
5. Bank reports pertaining to the 2026 ASM that were submitted to SEC and PSE may be viewed on the Bank's website at <https://www.philtrustbank.com> or on PSE Edge. Please contact the Office of the Corporate Secretary through email at ptcorsec@philtrustbank.com on or before May 19, 2026 for clarifications concerning the Bank's 2026 ASM.