

Template Letter of Declaration of Participation at the Shareholders' General Meeting
(This Declaration must be sent by e-mail until 23h59 p.m. (GMT) of 21st April 2020)

To the Chairman of the Board of the Shareholders' General Meeting of Sonae Capital, SGPS, S.A.

E-mail: presidenteag2020@sonaecapital.pt

Subject: Declaration of Participation in the Shareholders' General Meeting of Sonae Capital, SGPS, S.A., of 29th April 2020

Dear Sir,

Name: _____

E-mail (mandatory data): _____

Professional Shareholder¹: ☐ Yes ☐ No

Address: _____

Postal Code: _____

Tax Number: _____

as a shareholder's of Sonae Capital, SGPS, SA, holder of _____ shares with voting rights, pursuant to the terms and provisions in number 3 of Article 23^o-C of Portuguese Securities Code (CMV), hereby declare my intention to participate in the Shareholders' Ordinary General Meeting of 29th April 2020.

To this purpose, it was requested _____ (identification of the Financial Intermediary) to send you, until 23h59 p.m. (GMT) of 22nd April 2020, the information on the shares held by the latter at 00h00 a.m. (GMT) of 22nd April 2020, according to Article Art.º 23-C, number 4 of Portuguese Securities Code.

It is further stated that I intend to exercise my voting right (please select *one of the options*):

- ☐ 1. Through electronic means², by sending the voting ballot with the voting intention **until 18h00 p.m. (GMT) of the 24 April 2020** to the e-mail address VotoEletronicoAGSonaeCapital2020@sonaecapital.pt;

¹ Shareholders who, as professionals, hold shares in their own name but on behalf of their clients.

² If you have chosen this option you will receive in the email address indicated by you, the voting ballot for the exercise of the voting right and a secret code for the exercise of the vote through electronic means. Both must be sent **until the 18h00 p.m. (GMT) of the 24th April 2020** to the e-mail address VotoEletronicoAGSonaeCapital2020@sonaecapital.pt.

- ☐ 2. At the Shareholders' General Meeting, to be held through telematic resources, using Microsoft Teams software³, on the 29th April 2020, at 11h00 a.m. (GMT), being aware that I shall have to ensure the minimum technical and operational resources to access such platform of communication⁴, as follows:
- Computer with Windows or Mac software installed and with internet access;
 - Windows 10 / 8.1 operating system or Mac OS X 10.11 El Capitan (or later version);
 - Camera, speakers/headphones (either internal or external); and,
 - Internet browser Google Chrome or Microsoft Edge.

Yours faithfully,

(Shareholder's signature or, in case the shareholder is a corporate entity, signature of its legal representative)⁵

³ If you have chosen this option you will receive in the email address indicated by you, an invitation for the Shareholders' General Meeting through the software Microsoft Teams, together with a secret participation code that must be declared at the beginning of the General Meeting for confirmation of your identity.

⁴ The correspondent manuals for the installation and technical operation will be made available for consultation by Shareholders' at <https://www.sonaecapital.pt/en/>. For any further question or clarification regarding the technical requirements for the Shareholders' General Meeting to be held by telematic means, it can be used the email address ag2020.suporte.tecnico@sonaecapital.pt.

The Company will also make available technical means for supporting the test of the Shareholders' IT system for attending the General Meeting through the number (+351) 220129555 which will be open for contact on the following dates and times:

- 13th April 2020 – between 09h00 a.m. (GMT) and 13h00 p.m.(GMT);
- 16th April 2020 – between 09h00 a.m. (GMT) and 13h00 p.m.(GMT).

It is hereby recommended that Shareholders timely test their respective IT system for participating, through telematic means, at the General Meeting, in order to, if necessary, opt to alternatively exercise their voting right through electronic means.

The Company further informs about the following conditions for attendance to the Shareholders' General Meeting that shall be complied with by the Shareholders to ensure the normal and adequate course of the agenda:

- The Shareholders shall attend the Microsoft Teams meeting 30 (thirty) minutes before the beginning of the Shareholders' General Meeting, at 10h30 a.m.(GMT), in order to comply with all the previous verification of identity formalities, having their identification document and, regarding representatives of shareholders' corporate entities, having copy of the power of attorney, as well as the **secret participation code** sent by the Company, as per Section I, b), above (Participation at the General Meeting and Exercise of the Voting Right);
- The access to the meeting shall be done through Microsoft Teams;
- It will not be possible to participate at the Shareholders' General Meeting through mobile devices. The connection shall be established through a computer;
- During the Shareholders' General Meeting, the Shareholders shall have the microphone of their respective computers turned off;
- If, when requested by the Chairman of the Board of the Shareholders' General Meeting, the Shareholders want to exercise their right to participate, they shall turn the microphone on and state their intent to exercise their right ;
- The Chairman of the Board of the Shareholders' General Meeting will subsequently give the word to the Shareholder who has asked for it After exercising their rights, the shareholders shall turn the microphone off;
- For the exercising of the voting right, the Chairman of the Shareholders' General Meeting, after reading each proposal, shall ask the Shareholders to state their vote. At that time, the Shareholders shall turn their microphone on, and at a turn, state their vote, confirming the number of shares held by each. The Shareholders shall turn their microphone off after exercising their voting right;
- The Company at the date of the Shareholders' General Meeting will provide simultaneous technical support to the Shareholders participating in the Shareholders' General Meeting through phone number (+351) 220129555;
- The Shareholders shall comply with the technical or operational instruction conveyed to them throughout the Shareholders' General Meeting, in order to ensure a normal and suitable running of the General Meeting.

⁵ Signature similar to that of the identification document.

Notes regarding Personal Data Protection

The personal data furnished to the Company by the shareholders, the financial intermediaries and the Shareholders' representatives, in the exercise of their right to participate, being represented, and vote in the shareholders' general meeting, will be treated by the Company to manage its relationship with the shareholders, pursuant to the shareholders' general meeting, in the fulfilment of the Company's legal obligations, being complied with the legal deadlines established in the Portuguese Companies Act and the Portuguese Securities Code, or during in time in which is pending any dispute regarding the Shareholders' General Meeting, including the respective process and deliberation.

The Shareholders are further informed that they can exercise their rights, within the applicable framework, to ask the Company access to all the personal data relating to them, as well as the personal data correction, the limitation of treatment or the right to oppose to treatment, using the email address dpo@sonaecapital.pt.