**ADVISORY**

**For : Stockholders and Proxies**

**Re : Guidelines for Special Stockholders’ Meeting**

The **link** for the online meeting platform for the Special Stockholders’ Meeting were already sent to the Stockholders or Proxies who registered before the deadline.

The meeting will be called to order at exactly 10:00a.m. Thus, please join by 09:30a.m. so that your attendance will be properly counted for purposes of determining the quorum.

 Please be reminded that the Ballots may be casted physically or online.

The physical casting of ballots shall be open from 07:00a.m. up to 09:00a.m. of 10 February 2021, and shall be done by inserting the ballots into the Ballot Box to be placed at the main lobby.

The online casting of ballots shall be open from 3:00p.m. of 09 February 2021, and shall be closed at 09:00a.m. of 10 February 2021, and should be done by scanning the filled-out ballot, and sending file to the e-mail address marketing@westlakemed.com.ph.

*~end~*