SP CORPORATION LIMITED

(Incorporated in the Republic of Singapore)
(Company Registration No. 195200115K)

6 April 2022

Dear Shareholder

We are pleased to enclose printed copies of the Notice and Proxy Form for the upcoming 69th Annual General Meeting ("**AGM**") of SP Corporation Limited ("**SP Corp**") which will be convened and held by way of electronic means on Thursday, 21 April 2022 at 11.30 a.m.

Due to the current COVID-19 situation in Singapore, shareholders will not be able to attend the AGM in person. Shareholders may instead participate in the AGM by:

- observing and/or listening to the AGM proceedings via live audio-visual webcast or live audio-only stream;
- submitting questions in advance of the AGM; and/or
- appointing the Chairman of the Meeting as proxy to attend, speak and vote on their behalf at the AGM.

The Annual Report for the financial year ended 31 December 2021 ("**Annual Report**"), which includes the Letter to Shareholders dated 6 April 2022 (in relation to the proposed renewal of the shareholders' mandate for interested person transactions) ("**Letter to Shareholders**"), is available for download from SP Corp's website at the URL http://www.spcorp.com.sg/images/annualreport2021.pdf and on SGXNet at the URL https://www.sgx.com/securities/company-announcements from the date of this letter.

Detailed instructions on how shareholders may participate in the AGM are set out in the Company's SGXNet Announcement dated 6 April 2022 which sets out the alternative arrangements for the AGM ("**SGXNet Announcement**"). The SGXNet Announcement may be accessed at our website at the URL http://www.spcorp.com.sg/images/agm2022.pdf and on SGXNet at the URL https://www.sgx.com/securities/company-announcements.

Please note in particular the deadline to pre-register for the live audio-visual webcast or live audio-only stream of the AGM proceedings, and for submission of proxy forms, which is Monday, 18 April 2022 at 11.30 a.m. For more information on the AGM, please email us at enquiry@spcorp.com.sg.

If you wish to receive printed copies of the Annual Report (including the Letter to Shareholders) for this year, please complete the enclosed Request Form and return it to SP Corp no later than Wednesday, 13 April 2022.

By completing, signing and returning the Request Form to us, you agree and acknowledge that we and/or our service provider may collect, use and disclose your personal data, as contained in your submitted Request Form or which is otherwise collected from you (or your authorised representative(s)), for the purpose of processing and effecting your request.

Yours faithfully
For and on behalf of
SP Corporation Limited

Lee Pih Peng
Group Company Secretary

REQUEST FORM

To: SP Corporation Limited
c/o B.A.C.S. Private Limited

N.B. Please tick accordingly. We regret that we will not be able to process any incomplete or improperly completed request.

☐ **I/We wish to receive a printed copy of the Annual Report for the financial year ended 31 December 2021** (including the Letter to Shareholders dated 6 April 2022).

The shares are held by me/us under or through:

☐ CDP Securities Account Number

1	6	8	1	–					–				

☐ CPFIS Account

☐ Physical Scrips

Name of Shareholder(s): _____

Mailing Address: _____

_____

Signature(s): _____ Date: _____

Note: This request is valid for the Annual Report for the financial year ended 31 December 2021 and the Letter to Shareholders dated 6 April 2022.

Fold and seal here

Fold here

Affix
Postage
Stamp

SP CORPORATION LIMITED
c/o B.A.C.S. Private Limited
77 Robinson Road #06-03 Robinson 77
Singapore 068896

Fold and seal here