

Ceylon Guardian Investment Trust PLC - PQ 52

NOTE TO SHAREHOLDERS

Dear Sir/Madam,

CIRCULATION OF ANNUAL REPORT 2022/23 TO SHAREHOLDERS

Your Company has made available its Annual Report for 2022/23 on the Group Corporate website www.carsoncumberbatch.com

The Annual Report for 2022/23 is also uploaded to the Colombo Stock Exchange website www.cse.lk.

However, as required by the said Listing Rule 7.5 we shall:

1. Provide you with a printed copy of the Annual Report within eight (08) Market Days from the date of receipt of a written request. For this purpose a Request Form is attached to this Note to Shareholders for completion and return if you require a printed copy of the Annual Report.

You are required to forward the Request Form **on or before 28th August 2023** to the following address:

Carsons Management Services (Private) Limited
Secretaries to Ceylon Guardian Investment Trust PLC
No.61, Janadhipathi Mawatha,
Colombo 1

or email same to the attention of Manel Dias / Chathuri Chandrasiri or email to maneld@carcumb.com / chathuric@carcumb.com

2. Designate the following persons to attend to your requests for printed copies. You may contact them any time between 9.00 a.m. to 4.30 p.m. on any working day [Monday to Friday]:

Name and Designation of the persons	: Manel Dias - Departmental Administrative Secretary / Chathuri Chandrasiri – Senior Executive Secretarial
Contact telephone No.'s	: Direct No. +94 11 2039273 / +94 11 2039272 : Mobile Nos. +94 764 765 463 / +94 712 791 246 : General No. +94 11 2039200
Contact email addresses	: maneld@carcumb.com / chathuric@carcumb.com

Please note that email will be used by the Company as a mode of communications with Shareholders in the future and we hereby request you to provide your email address/es to us to facilitate such communication with you through email.

The Notice of Meeting convening the Annual General Meeting (AGM) of the Company and the related Form of Proxy for the AGM of the Company are enclosed.

Shareholders who are unable to participate at the AGM to be held at the Auditorium of The Institute of Chartered Accountants of Sri Lanka (Ground Floor), 30A, Malalasekera Mawatha, Colombo 07, Sri Lanka on **Tuesday, 25th July 2023 at 11.00 a.m.**, may appoint a proxy as his/her/its proxy by forwarding the duly completed Form of Proxy **not later than 4.45 p.m. on 23rd July 2023**, clearly indicating their vote under each matter set out in the Form of Proxy attached herewith.

Shareholders could also appoint a member of the Board of Directors to act as their proxy if they so choose. The Shareholders who wish to appoint a Director as his/her/its proxy must forward the duly completed Form of Proxy clearly indicating their vote under each matter set out in the **Form of Proxy** and forward same to the Company.

Yours faithfully,
for and on behalf of

CEYLON GUARDIAN INVESTMENT TRUST PLC
Carsons Management Services (Private) Limited
Secretaries

Colombo
26th June 2023



The report can be accessed online at
<http://www.carsoncumberbatch.com>

Form of Request
FOR A PRINTED COPY OF THE ANNUAL REPORT 2022/23 OF
CEYLON GUARDIAN INVESTMENT TRUST PLC

TO: Carsons Management Services (Private) Limited
Secretaries to
Ceylon Guardian Investment Trust PLC
No.61, Janadhipathi Mawatha,
Colombo 1,
Sri Lanka.

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I would like to receive the printed version of the Annual Report 2022/23 of Ceylon Guardian Investment Trust PLC.

SHAREHOLDER DETAILS;

Full name of Shareholder	
Shareholders NIC/ Passport/ Company Registration No.	
Shareholder's Folio No.	
Contact details	Address:
	Phone No/Mobile No.:
	E-mail address:

.....
Signature

.....
Date

Notes:

1. Please complete the Form of Request by filling in legibly the required information, sign in the space provided and fill in the date of signature.
2. Please forward the completed Form of Request to the Company Secretary at the address given above, to reach us **on or before 28th August 2023.**
3. If you have any query regarding this Form of Request please contact us on +94 11 2039273/ +94 11 2039278 / +94 712 791 246 /+94 764 765 463 or via email maneld@carcumb.com / chathuric@carcumb.com