

NETCOMPANY

Q&A

Annual General Meeting 2020

netcompany

Q&A

Annual General Meeting 2020

Deadlines

Q:

When is the registration/record date?

A:

The registration date is Wednesday, 4 March 2020.

Q:

When is the proxy deadline?

A:

Proxy forms must be received by Netcompany Group A/S or Computershare A/S no later than on Sunday, 8 March 2020.

Proxies can be submitted as follows:

- Electronically through the Company's shareholder portal on <https://www.netcompany.com/int/InvestorRelations/General-meetings>;
- By submitting a completed, dated and signed proxy form by ordinary mail to Computershare A/S, Lottenborgvej 26, DK-2800 Kongens Lyngby, Denmark, or by fax to Computershare A/S on +45 45460998; or
- By emailing a scanned version of a completed, dated and signed Proxy Form to gf@computershare.dk.

Q:

When is the correspondence voting deadline?

A:

Votes by correspondence must be received by Netcompany Group A/S or Computershare A/S no later than on Tuesday, 10 March 2020, at 16:00 (CET).

Voting by correspondence may be submitted as follows:



Q&A

Annual General Meeting 2020



- Electronically through the Company's shareholder portal on <https://www.netcompany.com/int/InvestorRelations/General-meetings>;
- By submitting a completed, dated and signed voting form by ordinary mail to Computershare A/S, Lottenborgvej, DK-2800 Kongens Lyngby, Denmark, or by fax to Computershare A/S on +45 45460998; or
- By emailing a scanned version of a completed, dated and signed Voting Form to gf@computershare.dk

Q:**When is the admission card deadline?****A:**

Shareholders must request an admission card no later than on Sunday, 8 March 2020.

Admission cards may be requested as follows:

- Electronically through the Company's shareholder portal on <https://www.netcompany.com/int/InvestorRelations/General-meetings>;
- By submitting a completed, dated and signed registration form by ordinary mail to Computershare A/S, Lottenborgvej 26, DK-2800 Kongens Lyngby, Denmark, or by fax to Computershare A/S on +45 45460998;
- By emailing a scanned version of a completed, dated and signed registration form to Computershare A/S on gf@computershare.dk; or
- By contacting Computershare A/S; by telephone +45 45460997, by email to gf@computershare.dk, by fax to +45 45460998, or by written enquiry to Computershare A/S, Lottenborgvej 26, DK-2800 Kongens Lyngby, Denmark

Q:**Can I ask questions at the General Meeting?****A:**

Shareholders may ask questions to the Board of Directors and the Executive Management at the General Meeting.



Q&A

Annual General Meeting 2020



Questions regarding the agenda and documents concerning the General Meeting shall be submitted in writing by ordinary mail to Netcompany Group A/S, Group Legal, Grønningen 17, 1., DK-1270 Copenhagen, Denmark, or by email to ir@netcompany.com and shall be received by Netcompany Group A/S no later than on Monday, 9 March 2020.

The General Meeting

Q:

I've seen in the paper that there's a General Meeting, why haven't I received the notice to convene?

A:

Netcompany Group A/S communicates with our shareholders electronically and can only send the notice to convene to shareholders with shares in registered form and with a registered e-mail address in the shareholder portal.

Link to the shareholder portal: <https://portal.computershare.dk/portal/index.asp?as-ident=29067&lan=EN&page=front>.

Q:

Who can vote at the General Meeting?

A:

Shareholders whose shares are listed in registered form in Netcompany Group A/S' shareholders registry on 4 March 2020, may vote at the General Meeting.

Q:

Can I bring a guest or an advisor?

A:

Yes, you can bring one guest or advisor. However, please remember to register your guest or advisor and request an admission card when you request your own admission card (see the question above).

Q&A

Annual General Meeting 2020

Q:
Unfortunately, my guest has been prevented from attending, can I bring someone else instead?

A:
Yes, please follow the instructions regarding admission cards to change the name of the person concerned, so that it is recorded correctly.

For security reasons, it is important that the correct name is recorded.

Q:
What will be the spoken language of the General Meeting?

A:
The General Meeting will be held in English.
However, shareholders may choose to speak in Danish or English.

Simultaneous interpretation from English to Danish will be available at the meeting (headsets will be made available).

Q:
Will the General Meeting be livestreamed?

A:
The meeting will be webcasted live on Netcompany Group A/S' website:
<https://www.netcompany.com/int/InvestorRelations/General-meetings>.

Shares and shareholders

Electronic communications

Netcompany Group A/S communicates with our shareholders electronically and offers investors the possibility of receiving annual reports, quarterly updates and notices of general meetings electronically.



Q&A

Annual General Meeting 2020



If you wish to receive notices, please register your e-mail address in the shareholder portal under "Contact details".

Link to the shareholder portal: <https://portal.computershare.dk/portal/index.asp?as-ident=29067&lan=EN&page=front>.

Q:

How do I get my shares in registered form (registered in my name)?

A:

Only your bank can arrange for the registration of your shares. When your bank has registered your share, it will be entered into the shareholders registry.

Please note that the registering may take a few business days depending on your bank.

Q:

My shares are not in registered form on the date of registration (4 March 2020), can I attend the general meeting anyway?

A:

No, unfortunately, not. Access to the General Meeting assumes that the shares are registered form in Netcompany Group A/S' shareholders registry.

Q:

Where do I find my username, as well as my password to the shareholder portal?

A:

For shareholders with shares in registered form who have been sent the notice to convene, the username and the password can be found at the bottom of the e-mail. However, for the shareholders who have changed their password, the password will not appear in the e-mail. We do not have the option to provide passwords, but a new password can be obtained through the shareholder portal.

Your username will be your VP account number, if you don't know your VP account number please ask the bank where you have your shares deposited.

It is also possible to log on to the shareholder portal with NemID.

Q&A

Annual General Meeting 2020

Q:

What do I do if I don't get my admission card in time?

A:

Admission cards are sent by e-mail and should thus arrive in time. Should it happen that a requested admission card has not arrived, we will be able to check the registration at the entrance and provide admission cards for the General Meeting on 11 March 2020, from 15:00 (CET).

Please remember appropriate identification and remember that this is subject to the shareholder having requested an admission card within the deadline.

Q:

I have signed up in a timely manner for the General Meeting; where is my admission card?

A:

If the correct e-mail address is provided when you requested the admission card, the admission card may have ended up in your e-mail application's spam filter. Therefore, please refer to the "spam" or "junk email" folder.

When you request your admission card to the General Meeting you have multiple options regarding how you receive your admission card. You can receive your admission card by e-mail address, by downloading the admission card directly to your smart device, or by printing the admission card.

As an alternative you can collect the admission card at the General Meeting upon presentation of appropriate identification (please see the answer to question above).

Q:

My shares are owned by my company. How do I register, and can I attend the General Meeting?

A:

Shareholders with registered shares can register through the shareholder portal (in the same way as you would if the shares weren't owned by your company).

To attend the General Meeting, you must grant a proxy to yourself, in order to represent your company. You will only be granted access to the General Meeting with a valid power of attorney or other legitimate documentation.

If you have shares in both your company and in your own name, you can register both the company and you, as a person, for the General Meeting. However, the company needs to be registered by a representative (see above).

Q&A

Annual General Meeting 2020

Voting

Q:

Can you resend the notice, proxy to vote and/or the registration forms?

A:

All the documents incl. the notice to convene, the registration form and the proxy to vote can be found on the Netcompany Group A/S' website here: <https://www.netcompany.com/int/Investor-Relations/General-meetings>.

Q:

I want to give proxy/send a third party, what do I do?

A:

You shall send a written power of attorney, where it is stated who you give your proxy to. This is possible through the shareholder portal or by filling in the Proxy/Vote by Correspondence form sent to you.

If you no longer have the file, you can download a new copy on <https://www.netcompany.com/int/Investor-Relations/General-meetings>.

Q:

Have you received my vote?

A:

If you have already voted or given your proxy, you can check if the vote has been registered by logging in to the shareholder portal and clicking any of the voting options. The portal will confirm that your vote/proxy has been registered.

Link to the shareholder portal: <https://portal.computershare.dk/portal/index.asp?as-ident=29067&lan=EN&page=front>.

Q&A

Annual General Meeting 2020

Q:

What is the difference between a proxy* and a vote by correspondence?

**A proxy is a form of voting whereby a shareholder may delegate his or her voting power to a representative to enable a vote on behalf of the shareholder.*

A:

Proxies may be revoked at any time before the beginning of the General Meeting, where a vote by correspondence cannot be revoked.

In addition, a proxy given to the Board of Directors will apply to all parts of the agenda at the General Meeting and will also be used in the event of amendments to the agenda items and/or the submission of new proposals that will come up for a vote.

Practical matters

Q:

Where is the General Meeting held?

A:

The General Meeting will be held at Moltkes Palæ, Dronningens Tværgade 2, DK-1302 Copenhagen, Denmark.

You can find the venue at Google Maps here: <https://goo.gl/maps/d1qXNqNqimGw9Q7M9>

Q:

How do I get to the General Meeting?

A:

The venue can be reached by car or public transport. Parking is available at the public parking on Dronningens Tværgade near Adelgade and Borgergade or in the parking facility next to Moltkes Palæ at Dronningens Tværgade 4, DK-1302 Copenhagen.

Q&A

Annual General Meeting 2020

Q:

At what time can we arrive at the General Meeting?

A:

Registration of admission cards at the General Meeting on Wednesday, 11 March 2020, will open at 15:00 (CET).

Q:

Will something be served at the General Meeting?

A:

Coffee/tea, water and something sweet will be served before the General Meeting and a light meal will be served after the General Meeting.

Miscellaneous

Q:

What about my personal data?

A:

The Company's Privacy Policy for Shareholders explains how Netcompany Group A/S processes your personal data in connection with the General Meeting - the Policy is available here: <https://www.netcompany.com/int/Investor-Relations/General-meetings>.

Links

Netcompany Group A/S' website for the General meeting:
<https://www.netcompany.com/int/Investor-Relations/General-meetings>.

Netcompany Group A/S' website for Governance:
<https://www.netcompany.com/int/Investor-Relations/Governance>.

Shareholder portal:
<https://portal.computershare.dk/portal/index.asp?page=login&asident=29067&lan=en>.