

# ALBARAKA TURK PARTICIPATION BANK INC.

### PARTICIPATION PROCEDURE AT AN ORDINARY GENERAL ASSEMBLY MEETING

**MEETING TIME:** In accordance with Article 34 of our Articles of Association, "Ordinary General Assembly meetings shall be held at least once a year within three months following the end of each fiscal year." Accordingly, the Ordinary General Assembly Meeting will be held on **March 26, 2025**, at **10:00 am**.

MEETING PLACE: In accordance with Article 33 of our Articles of Association, "The General Assembly shall normally convene at the Bank's headquarters address." In accordance with the provision of "Meetings may be held at a location within or outside the administrative boundaries of the municipality where the Bank's headquarters is located, or abroad, by decision of the Board of Directors," the 2024 Ordinary General Assembly Meeting will be held at the Company Headquarters located at inkılap Mah. Dr. Adnan Büyükdeniz Cad. Albaraka Türk Sitesi 1. Blok No: 6 İç Kapı No: 1 Ümraniye/İstanbul.

**INVITATION OF THE MEETINGS:** The time of General Assembly meetings is determined in Article 34 of our Articles of Association, and the agenda is announced upon invitation in accordance with the provisions of the Capital Markets Board (CMB) and the Turkish Commercial Code, as specified in Article 37 of our Articles of Association. The invitation includes the matters that are required to be announced in accordance with the Corporate Governance Principles of the Capital Markets Board.

**PARTICIPATION IN THE MEETING:** It is also possible for our shareholders to attend our meeting electronically, and those who will follow the meeting through the e-General Assembly application must declare their participation through the Central Registry Agency e-Investor: Investor Information Center. Shareholders who are not registered on the stakeholders list will not be able to attend the General Assembly and exercise their speaking and voting rights during the meeting. All of our Bank's shares are registered with the Central Securities Depository.

Non-stock exchange listed shareholders or their representatives will be given an Entry Card at the meeting venue on the day of the meeting. The list of attendants at the General Assembly Meeting must be ready at least 5 minutes before the start time of the General Assembly Meeting. Our Shareholders are kindly requested to be at the meeting venue before the relevant deadline in order to be included in the list prepared through the e-general assembly system. Media and stakeholders are invited to attend our meeting.

Our shareholders who want to attend the meeting electronically are required to complete the necessary procedures in accordance with the "Regulation on Electronic General Assembly Meetings of Joint Stock Companies" published in the Official Gazette No. 28395 on August 28, 2012. Detailed information about the Electronic General Assembly System (EGAS) can be accessed from the website www.mkk.com.tr.

**MEETING NOTICE:** In accordance with Article 51 of our Articles of Association, "Announcements pertaining to the Bank shall be made in compliance with Article 35 of the Turkish Commercial Code, the Banking Law, and the Capital Markets Regulations."

Furthermore, in accordance with the regulations of the Capital Markets Board and Corporate Governance Principles, announcements regarding the General Assembly Meeting will be published at least three weeks before the meeting date in the Turkey edition of at least one daily newspaper, through a public disclosure statement on the Public Disclosure Platform, and on the Investor Relations section of our Bank's website, <a href="www.albaraka.com.tr">www.albaraka.com.tr</a>, and will remain available outside of the specified period.

QUORUM FOR THE MEETING: According to Article 40 of the Bank's Articles of Association, "The General Assembly shall convene with the presence of shareholders or their representatives who own at least one-fourth of the Bank's capital, unless a heavier quorum is stipulated in the Turkish Commercial Code, relevant legislation, or the Articles of Association." It is essential that this quorum is maintained throughout the meeting. In the event that the quorum stipulated in the first paragraph is not met at the first meeting, at the second meeting to be held, shareholders or their representatives who are present, regardless of the amount of capital they represent, are authorized to negotiate and make decisions, unless a heavier quorum is stipulated in the Turkish Commercial Code, relevant legislation, or the Articles of Association.

**QUORUM FOR DECISIONS:** According to Article 40 of the Bank's Articles of Association, "Decisions in the General Assembly are taken by a majority of the affirmative votes of the shareholders or their representatives present at

the meeting, unless a heavier quorum is stipulated in the Turkish Commercial Code, relevant legislation, or the Articles of Association."

**VOTING RIGHTS AND VOTING PROCEDURE:** According to Article 42 of our Articles of Association, "Each share is entitled to one vote in the General Assembly." Shareholders, their spouses, their descendants and ascendants, or any ownership in which they are a shareholder, or any capital company under their control, cannot cast their votes in matters related to personal business or transactions between themselves and the Bank, or in any negotiations related to a legal proceeding or arbitration. The members of the Board of Directors and authorized signatories in charge of management may not exercise their voting rights arising from their own shares in the resolutions regarding the release of the members of the Board of Directors.

However, the aforementioned persons may represent the voting rights of other shareholders who are not members of the Board of Directors. Voting in the General Assembly is conducted in accordance with the provisions and procedures stipulated in the Capital Markets Regulations, Turkish Commercial Code, Articles of Association, and the Internal Directive on the Working Principles and Procedures of the General Assembly. In addition, voting can also be carried out through the Electronic General Assembly System (EGAS).

**PARTICIPATION BY PROXY:** Each shareholder has the right to attend General Assembly meetings either in person or by appointing another shareholder or a third party who is not a shareholder as a proxy, in accordance with the Capital Markets regulations, Banking Law, and Turkish Commercial Code. Appointment of such a proxy will only be deemed valid if it is in the form of a written special power of representation.

Our shareholders who will be represented by proxy at the meeting are required to prepare the proxy form according to the sample below and submit it to the Notary Public in accordance with the provisions of the relevant legislation, especially the capital markets legislation.

Yours respectfully,

**BOARD OF DIRECTORS** 

### **PROXY STATEMENT**

# ALBARAKA TÜRK PARTICIPATION BANK

I/We hereby appoint	as my/our Proxy holder to represent me/us,
to cast votes, to make proposals, and to sign no	ecessary documents on my/our behalf in the
ordinary general assembly of shareheolders of A	Albaraka Türk Participation Bank which will be
held on 26.03.2025 at 10:00 o'clock in Albara	ka Türk Headquarter which is located in İnkılap
Mah. Dr. Adnan Büyükdeniz Cad. Albaraka Türk	Sitesi 1. Blok No: 6 İç Kapı No: 1 34768,
Ümraniye/İstanbul	

PROXY'S(\*);

Name, Surname/Title:
TC Identification/Tax No.:
Trade Register and No:

MERSIS No:

(\*) Equivalent information for foreign proxies must be presented.

# A)SCOPE OF THE AUTHORIZATION OF REPRESENTATION

The scope of representation authority should be determined by selecting one of the options (a), (b) or (c) for sections 1 and 2 below.

- 1. About the Issues on the Agenda of the General Assembly;
- a) The proxy is authorized to vote in his/her own discretion.
- b) The proxy is authorized to vote in line with the proposals of the company management.
- c) The proxy is authorized to vote in line with the instructions displayed in the table below.

### Instructions

If option (c) is selected by the shareholder, one of the two options should be marked (approval or denial) to corresponding agenda topics, and if denial was marked as dissenting opinion which is demanded to be recorded the General Assembly minutes book should be stated.

Agenda*	Yes	No	Dissenting Opinion
1. Inauguration and formation of the Presiding Council.			
2. Authorizing the Presiding Council to sign the minutes of the General Assembly meeting.			
3. Reading and discussing the Annual Report of the Board of Directors (BoD) on the fiscal year 2024.			
4. Reading and discussing the Auditor's reports.			
5. Reading, discussing and approving the Financial Statements.			
6. Acquitting the Members of the BoD.			
7. Deciding on utilization and distribution of profit and dividend sharing through discussing the BoD's proposal on the utilization and distribution of the annual profit and dividends.			
8. Discussing the fiscal rights and benefits of the Board members such as salary & wages, per diems, bonus & premiums and alike.			
9. Election of the Auditor.			

Agenda*	Yes	No	Dissenting Opinion
10. Presenting information to the General Assembly about operations of the bank's own share buy-back Program for our Bank's own shares in 2024.			
11. Authorizing the BoD to be able to distribute profit to participation fund owners in loss occurring periods, in line with Article 6/10 of the "Regulation on Procedures and Principles regarding Acceptance and Withdrawal of Deposits and Participation Funds and Any Deposit, Participation Fund, The Bailed Goods and Receivable That Have Been Subjected to Prescription".			
12. Approval of reflecting those provisions set aside by our Bank for the participation accounts, on expense accounts in line with Article 19/2 of the "Regulation on Procedures and Principles for Classification of Loans and Provisions to be Set Aside".			
13. Permitting Members of the BoD with respect to articles 395 and 396 of Turkish Commercial Code			
14. Presenting information to the shareholders pursuant to Principle no. 1.3.6. of the Capital Markets Board's Corporate Governance Communique.			
15. Presenting information to the General Assembly about donations made by our Bank in 2024,			
16. Remarks and requests.			

- \* The items on the General Assembly agenda are listed one by one. If the minority has a separate draft resolution, this is also stated separately to ensure proxy voting.
- 2. Special instructions on other issues that may arise at the General Assembly meeting and in particular on the exercise of minority rights:
- a) The proxy is authorized to vote in accordance with his/her own opinion.
- b) The proxy is not authorized to represent in these matters.
- c) The proxy is authorized to vote in accordance with the following special instructions.

SPECIAL INSTRUCTIONS; Special instructions to be given to the proxy by the shareholder, if any, are stated here.

- B)The shareholder indicates the shares that he/she wants the proxy to represent by selecting one of the following options.
  - 1. I approve the representation of my shares detailed below by the proxy.
- a) Type and series:\*
- b) Number/Group:\*\*
- c) Number-Nominal value:
- c) Whether they have voting privileges: None
- d) Issued to Bearer or Name: \* Name
- e) Proportion of total shares/voting rights held by the shareholder:
- \*This information is not requested for the monitored shares.
- \*\*For monitored shares, information regarding the group, if any, will be given instead of the number.

2. I hereby approve the representation by proxy of all of my shares included in the list of shareholders who can attend the general assembly prepared by MKK one day before the general assembly date.

FULL NAME or TITLE of SHAREHOLDER(\*): TR Identity No/Tax No: Trade Registry and Number: MERSIS number: Address:

(\*) For foreign shareholders, the equivalent of the information mentioned above, if any, must be submitted.

Signature: