

NOTIFICATION & REQUEST FORM



SUNTEC REAL ESTATE INVESTMENT TRUST
(Constituted under a Trust Deed dated 1 November 2004 (as amended)
in the Republic of Singapore)

29 March 2023

Dear Unitholder,

Annual Report 2022 and Notice of Annual General Meeting

We are pleased to inform you that we have published our Annual Report 2022 (the "Annual Report") and Notice of Annual General Meeting ("AGM") which may be accessed at Suntec REIT's website as follows:

- (i) Annual Report - <https://suntecreit.listedcompany.com/ar.html> by clicking on the link for "Annual Report 2022"
- (ii) Notice of AGM - <https://suntecreit.listedcompany.com/agm-egm.html> by clicking on the link for "Notice of AGM and Appendices" under 2023 AGM Announcements.

We have adopted a paperless electronic format in line with our ongoing efforts to limit paper wastage and reduce our carbon footprint. However, if you wish to receive a printed copy of the Annual Report before the Annual General Meeting, please kindly complete the Request Form below and return it to us no later than 11 April 2023 by mail using the envelope enclosed, or email to SRS.TeamD@boardroomlimited.com.

Accompanying this Request Form is a printed copy of the Proxy Form for unitholders' ease of submission.

Yours faithfully
For and on behalf of
ARA Trust Management (Suntec) Limited
(Company registration no. 200410976R)
as Manager of Suntec Real Estate Investment Trust

Chong Kee Hiong
Chief Executive Officer

REQUEST FORM

To: ARA Trust Management (Suntec) Limited (Manager of Suntec Real Estate Investment Trust)
5 Temasek Boulevard, Suntec Tower Five,
#12-01, Singapore 038985

Please tick the box below if you wish to receive a printed copy of the Annual Report. We regret to inform you that we would not be able to process an incomplete or incorrectly completed form.

I/ We wish to receive a printed copy of the Annual Report.

Name(s) of Unitholder(s): _____

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CDP Securities Account Number: _____

CPFIS Account

Address: _____

Signature(s): _____ Date: _____

Note: By completing, signing and returning the Request Form, a Unitholder acknowledges and consents to the collection, use and disclosure of the Unitholder's personal data by the Manager and/or its agents and/or service providers for the purpose of processing and administering the request, and in order for the Manager and the Trustee and/or its agents and/or service providers to comply with any applicable laws, listing rules, regulations and/or guidelines.

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HSBC INSTITUTIONAL TRUST SERVICES (SINGAPORE) LIMITED
C/O ARA TRUST MANAGEMENT (SUNTEC) LIMITED
MANAGER OF SUNTEC REAL ESTATE INVESTMENT TRUST
5 TEMASEK BOULEVARD #12-01
SUNTEC TOWER FIVE
SINGAPORE 038985

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1st fold here