

## QUICK GUIDE

# ELECTRONIC VOTING AT SHAREHOLDERS' MEETINGS



## Introduction

The following is a Quick Guide for shareholders and proxies or representatives to use the Electronic Voting Service at Shareholders' Meetings as a support tool for the remote voting process.

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### OBJECTIVE

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Provide instructions to Shareholders and Proxies on the efficient use of the platform and e-voting process.

## PROCESS

### Shareholder/ Traditional Proxy

1. All Shareholders / Proxies enrolled in the Electronic Voting Service will receive an email (according to the information provided in the Enrollment Request) containing the **control number or access Pin** to attend the Meeting and vote electronically. The system will be enabled 1 hour before the beginning of the event.
2. Shareholders / Proxies must log in to the platform through the access link provided in the email mentioned before and sign in to the corresponding Meeting with the provided **control number or access Pin** and Captcha. After entering the information in both fields, users will be directed to the main voting page.

LOGO EMISOR

Bienvenido a Click&Vote

Número de control [¿Dónde puedo encontrar esto?](#)

Ingrese número de control de 12 dígitos

H 4 B L H n C

Ingresar texto del Captcha (distingue mayúsculas y minúsculas)

Enviar

¿Tienes dificultades? Ayuda

Contáctanos en [innovacion@bolsadesantiago.com](mailto:innovacion@bolsadesantiago.com)

BLOCKCHAIN  
DIGITAL  
SECURITY

3. Shareholders will log into the corresponding Meeting, and thus their attendance will be automatically registered. The following voting matters may be viewed by clicking on "Ver materias" (View Matters):

## Shareholders' Interface

### Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

Posicion Actualizar

**Accionista 1** ▼  
Junta Demo | Acciones: 285.758

**Información relacionada**

[Unirse a la Junta](#)

**Materias**

1. Materia 1

|   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> A favor | <input checked="" type="checkbox"/> En contra | <input checked="" type="checkbox"/> Abstenerse |
|---|---|--|

2. Materia 2

|   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> A favor | <input checked="" type="checkbox"/> En contra | <input checked="" type="checkbox"/> Abstenerse |
|---|---|--|

3. Materia 3

|   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> A favor | <input checked="" type="checkbox"/> En contra | <input checked="" type="checkbox"/> Abstenerse |
|---|---|--|

[Enviar voto](#)

### Proxy's Interface for a proxy representing more than one shareholder.

If the proxy represents more than one shareholder, the voting options for each of the proxies will be displayed (Image 1), by clicking on the > icon, the matters for the respective position will be displayed (Image 2).

Image 1

### Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

Lista de posiciones Actualizar Lista

**Accionista 2** >  
Junta Demo | Acciones: 606.328

**Accionista 3** >  
Junta Demo | Acciones: 1.287.945

[Ver todos los documentos](#)

Image 2

## Accionista 2

Junta Demo | Acciones: 606.328

### Información relacionada

[Unirse a la Junta](#)

### Materias

1. Materia 1

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

2. Materia 2

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

3. Materia 3

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

Enviar voto

*Ingrese su voto para todas las materia(s)/ candidato(s).*

## Accionista 3

Junta Demo | Acciones: 1.287.945

### Proxy's Interface for a proxy representing a Custodian.

If the proxy represents a Custodian, the voting options will be displayed after clicking on "Ver materias" (View Matters) with the option to distribute them among the different alternatives for each matter to be voted.

## Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

Posicion Actualizar

**Accionista 4** ▼  
Junta Demo Custodio | Acciones: 383.668

**Información relacionada**

[Unirse a la Junta](#)

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**1. Materia 1**

A favor

En contra

Abstenerse

**2. Materia 2**

A favor

En contra

### Streaming link

4. In the case of an individual shareholder, they may access the streaming link by clicking on "Unirse a la Junta" (Join Meeting) in the Related Information section (Información relacionada). In the case of a proxy representing more than one shareholder, after clicking on the > icon, click on "Unirse a la Junta" (Join Meeting) and they will be able to access the streaming link to join the event and access other documents made available by the Issuer.

Posicion Actualizar

**Accionista 1** ▼  
Junta Demo | Acciones: 285.758

**Información relacionada**

[Unirse a la Junta](#)

5. Shareholders / Proxies may vote electronically on each or several matters together.

**Simple vote:**

### Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

Posicion Actualizar

**Accionista 1** ▼  
Junta Demo | Acciones: 285.758

**Información relacionada**

[Unirse a la Junta](#)

**Materias**

1. Materia 1

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

2. Materia 2

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

3. Materia 3

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

[Enviar voto](#)

**Multiple vote:**

This functionality allows the voter to vote for, against, or abstain from all the matters addressed in the Meeting.

## Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

Posicion Actualizar

**Accionista 1** ▼

Junta Demo | Acciones: 285.758

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**Información relacionada**

[Unirse a la Junta](#)

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Votación múltiple en todas las materias

|                       |   |   |  |
|-----------------------|---|---|--|
| Opción Predeterminada | <input checked="" type="checkbox"/> A favor en todo | <input checked="" type="checkbox"/> En contra en todo | <input checked="" type="checkbox"/> Abstenerse en todo |
|-----------------------|---|---|--|

**Enviar voto**

6. Next, click on "**Enviar Voto**" (Submit Vote) to register the vote on the platform. The following window will be displayed:

### Junta Demo

Fecha de la junta: jue. mar. 30 2023 04

[← Regresar a la vista general](#)

**Accionista 1**  
Junta Demo | Acciones: 285.758

**Materias**

1. Materia 1  
 A favor  En contra

2. Materia 2  
 A favor  En contra

3. Materia 3  
 A favor  En contra  Abstenerse

**Actualizar**



**Su voto ha sido enviado**

NÚMERO DE CONTROL  
# 150863993897

Seguir votando

Mirar cómo voté

Ingrese el nuevo número de control

Cerrar Sesión

Enviarme una copia de mi voto por correo electrónico





7. “Seguir votando” must be clicked if you wish to **continue voting**. This alternative will make the system available to vote on the following matter.

### Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

[← Regresar a la vista general](#)

#### Accionista 1

Junta Demo | Acciones: 285.758

Actualizar página

#### Materias

1. Materia 1

|  |                                 |                                  |
|--|---------------------------------|----------------------------------|
| <input checked="" type="radio"/> A favor | <input type="radio"/> En contra | <input type="radio"/> Abstenerse |
|--|---------------------------------|----------------------------------|

2. Materia 2

|                               |  |                                  |
|-------------------------------|--|----------------------------------|
| <input type="radio"/> A favor | <input checked="" type="radio"/> En contra | <input type="radio"/> Abstenerse |
|-------------------------------|--|----------------------------------|

3. Materia 3

|                               |  |                                  |
|-------------------------------|--|----------------------------------|
| <input type="radio"/> A favor | <input checked="" type="radio"/> En contra | <input type="radio"/> Abstenerse |
|-------------------------------|--|----------------------------------|

Enviar voto

## Board Elections

1. Shareholders / Proxies will sign in to the corresponding Meeting; their attendance will be automatically registered, and the Directors' Election will be available.

2. To vote, Shareholders / Proxies must enter the number of shares selected in **the text box under the candidate's name (NOMBRE)**, and their votes may be distributed to one or more candidates.

## Junta Demo

Fecha de la junta: jue. mar. 30 2023 04:00 pm -03

Posicion Actualizar

**Accionista 1** ▼  
Junta Demo | Acciones: 285.758

**Información relacionada**

Unirse a la Junta

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**4. Elección de Directorio**

Candidato 1

Candidato 2

**Enviar voto**

3. After the number of shares is input, click on "**Enviar Voto**" (Submit Vote) to register the vote on the platform. The following window will be displayed:

**Junta Demo**  
Fecha de la junta: jue. mar. 30 2023 04

Posicion

**Accionista 1**  
Junta Demo | Acciones: 285.758

**Información relacionada**


Unirse a la Junta

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**4. Elección de Directorio**

Candidato 1 10

Candidato 2 20



**Su voto ha sido enviado**

NÚMERO DE CONTROL  
# 150863993897

Seguir votando

Mirar cómo voté

Ingrese el nuevo número de control

Cerrar Sesión

Enviarme una copia de mi voto por correo electrónico

### Enabling of voting matters for Individual Shareholder

1. When logging in to the platform, **if the voting matters are disabled**, wait for confirmation from DCV that the first subject has been enabled.
2. After the confirmation from DCV, click "Actualizar" (Refresh) on the upper right corner, which will update the enabled voting matters.

### Accionista 59

Junta Demo | Acciones: 3.073.870

**Información relacionada**

No se encontraron documentos

**Materias**


1. Materia 1

|   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> A favor | <input checked="" type="checkbox"/> En contra | <input checked="" type="checkbox"/> Abstenerse |
|---|---|--|

2. Materia 2

|                                  |                                    |                                     |
|----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|----------------------------------|------------------------------------|-------------------------------------|

3. Cast votes for the enabled voting matter, after selecting "Enviar Voto" (Submit Vote), click on the "Seguir votando" option (Continue Voting).



Su voto ha sido enviado

NÚMERO DE CONTROL  
# 447168082435

Seguir votando

Mirar cómo voté

Ingrese el nuevo número de control

Cerrar Sesión

Enviarme una copia de mi voto por correo electrónico

4. The second voting matter will be disabled until notified by DCV.
5. Once DCV confirms that the next voting matters is enabled, click "Actualizar página" (Refresh) on the upper right corner, which will update the enabled voting matters.

## Junta Demo 170124

Fecha de la junta: mié. ene. 31 2024 10:00 am -03

[← Regresar a la vista general](#)

### Accionista 59

Junta Demo | Acciones: 3.073.870

Actualizar página

#### Materias

1. Materia 1

|  |                                 |                                  |
|--|---------------------------------|----------------------------------|
| <input checked="" type="radio"/> A favor | <input type="radio"/> En contra | <input type="radio"/> Abstenerse |
|--|---------------------------------|----------------------------------|

2. Materia 2

|                               |                                 |                                  |
|-------------------------------|---------------------------------|----------------------------------|
| <input type="radio"/> A favor | <input type="radio"/> En contra | <input type="radio"/> Abstenerse |
|-------------------------------|---------------------------------|----------------------------------|

3. Materia 3

|                               |                                 |                                  |
|-------------------------------|---------------------------------|----------------------------------|
| <input type="radio"/> A favor | <input type="radio"/> En contra | <input type="radio"/> Abstenerse |
|-------------------------------|---------------------------------|----------------------------------|

#### 4. Elección de Directoría

- Cast votes for the enabled voting matter, after selecting "Enviar Voto" (Submit Vote), click on the "Seguir votando" option (Continue Voting). Repeat the previous instructions as voting matters are enabled.

### Enabling of voting matters for Proxies

- When logging in to the platform, **if the voting matters are disabled**, wait for confirmation from DCV that the first subject has been enabled.
- After the confirmation from DCV, click "Actualizar" (Refresh) on the upper right corner, which will update the enabled voting matters.

Lista de posiciones

Actualizar Lista

#### Accionista 35

Junta Demo | Acciones: 3.010.543



#### Accionista 33

Junta Demo | Acciones: 4.500



- Select the icon > of the first represented shareholder, the voting matters for the respective position will be displayed.

Lista de posiciones

Actualizar Lista

#### Accionista 35

Junta Demo | Acciones: 3.010.543



#### Información relacionada

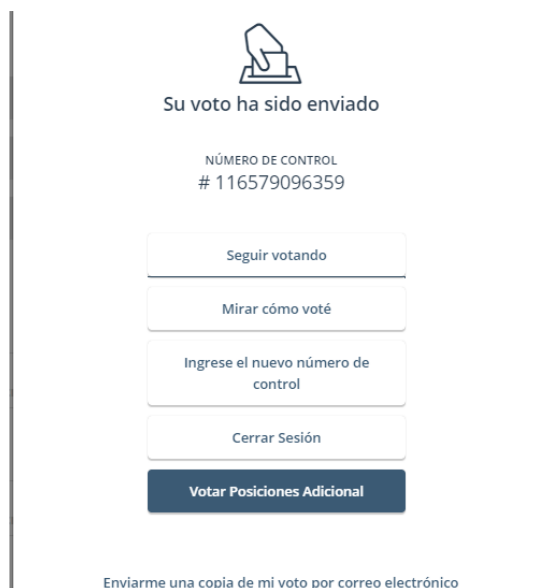
No se encontraron documentos

#### Materias

1. Materia 1

|  |                                 |                                  |
|--|---------------------------------|----------------------------------|
| <input checked="" type="radio"/> A favor | <input type="radio"/> En contra | <input type="radio"/> Abstenerse |
|--|---------------------------------|----------------------------------|

- Vote in the first voting matter and cast votes, afterwards select "Votar por Posiciones Adicionales" option ("Vote for Additional Positions")



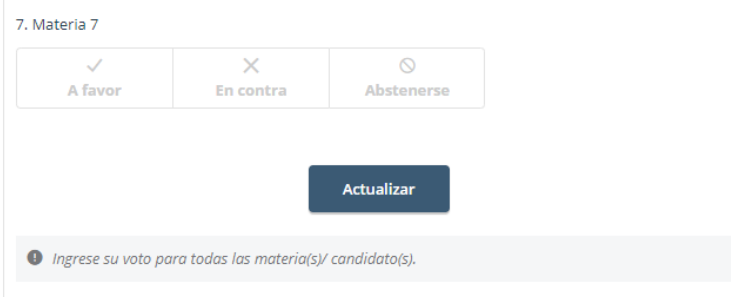
5. Select the > icon for the next represented shareholder, which will display the voting matters for said shareholder.



6. Repeat steps 4 and 5 for each represented shareholder.
7. The second voting matter will be disabled until notified by DCV.
8. Once DCV confirms that the next voting matters is enabled, click “Actualizar Lista” (Refresh) on the upper right corner, which will update the enabled voting matters.



9. To re-enter for Shareholder 1, scroll down to the end of the voting matters window, and select “Actualizar” (Update).



10. Scroll up to the enabled voting matter and input your vote.

### Junta Demo 170124

Fecha de la junta: mié. ene. 31 2024 10:00 am -03

Lista de posiciones ↻ Actualizar Lista

**Accionista 35** ▼

Junta Demo | Acciones: 3.010.543

**Información relacionada**

No se encontraron documentos

**Materias**

1. Materia 1

|              |                |                 |
|--------------|----------------|-----------------|
| ✓<br>A favor | ✗<br>En contra | ⊖<br>Abstenerse |
|--------------|----------------|-----------------|

2. Materia 2

|              |                |                 |
|--------------|----------------|-----------------|
| ✓<br>A favor | ✗<br>En contra | ⊖<br>Abstenerse |
|--------------|----------------|-----------------|

11. Cast your vote, and select the “Votar por Posiciones Adicionales” option ("Vote for Additional Positions)

12. Repeat steps 9, 10 and 11 for each shareholder.

13. Repeat steps for each enabled voting matter, starting from step 7.

### Is there a specific browser recommended?

Yes, Google Chrome.

### What should I do if Internet connection is lost on my device?

If you are already logged into the Meeting, your participation will be registered automatically, even if you lose your Internet connection. Similarly, your vote will be registered in the Blockchain if you have already voted. Lastly, you may log into the Meeting again with the same credentials if you log out from the platform.

### What can I do if I make a mistake when voting?

The platform allows you to change your vote until the voting for that proposal is closed. The voting process will be blocked to all participants from that moment on.

### What can I do if I cannot log in?

If the Meeting has not started and you cannot log in, the following is recommended:

- Check the access pin provided.
- Make sure you have entered the correct upper and lower case letters in the captcha.
- Update the captcha when logging in by clicking on the box in red (below).

Bienvenido a Click & Vote

Número de control [¿Dónde puedo encontrar esto?](#)

Ingrese número de control de 12 dígitos

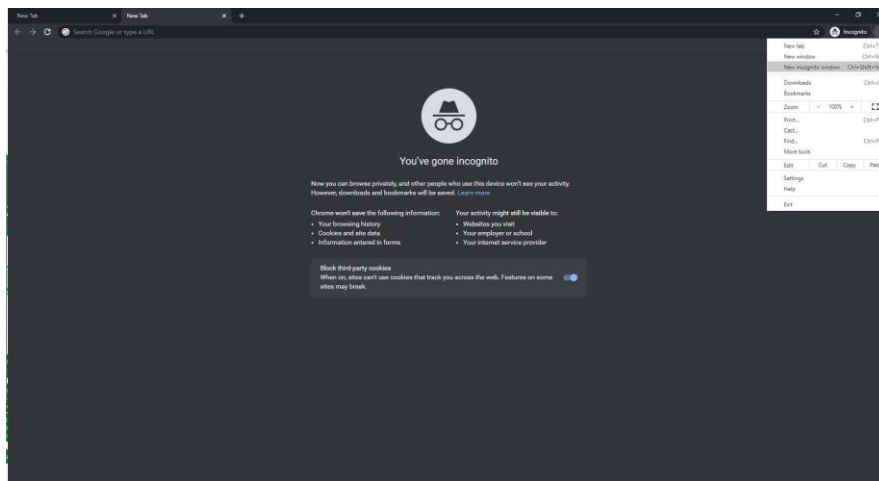
x w h m d X 

Ingresar texto del Captcha (distingue mayúsculas y minúsculas)

Enviar

[¿Tienes dificultades? Ayuda](#)

- Use the browser's private mode (open an incognito window) to log into the event. If using Chrome, in the upper right corner, click the three-dot icon, then select New Incognito Window. Afterwards, the event's URL must be entered in the address bar.



- Try to use another browser to enter the event's link.
- Try to log in through another device (computer, tablet, or smartphone.)

**If the Meeting has started** and the Issuer has decided to close the entrance to the Meeting, it will be blocked for new entries.

Finally, please get in touch with the Executive responsible for the event for more information if access problems continue.

### **Where can I contact someone if my problem remains unsolved?**

If you still have questions and/or problems after conducting all the above steps, please call +56 22 3939003 or send an email to [registrojuntas@dcv.cl](mailto:registrojuntas@dcv.cl)