



NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting of the Village will be held at **Sonnenhof Manor House, 30 Homestead Avenue, Bergvliet, Cape Town, on Tuesday 26 August 2025 at 14:00**

This notice has been sent to all the Life Right Holders, who are recorded as such in the Life Right register of the Village on Tuesday 12 August 2025 ("**the Record Date**"), being the date determining which Life Right Holders are entitled to receive notice of the Annual General Meeting.

PURPOSE

The purpose of the AGM is to consider and, if deemed fit, approve, with or without modification, the ordinary resolutions set out below.

A. AGENDA

1. **WELCOME AND INTRODUCTION**
2. **ATTENDANCE AND PROXIES**
3. **CONFIRMATION OF NOTICE**
4. **ACCEPTANCE OF THE PREVIOUS ANNUAL GENERAL MEETING MINUTES**
(7-11)
5. **ANNUAL REPORT BY THE CHAIRPERSON OF THE RESIDENTS' COMMITTEE ("RESCOM")**
(12-16)
6. **EVERGREEN VILLAGE MANAGER'S REPORT** (17-21)
7. **ANNUAL FINANCIAL RESULTS FOR 2023/2024 AND THE BUDGET FOR 2024/2025**(22)
8. **ELECTION OF THE RESCOM MEMBERS** (See Note 1)
9. **GENERAL** (See Note 2)
10. **CLOSURE OF MEETING**

B. NOTES

1. ELECTION OF THE RESCOM

Composition and nomination

In terms of the House Rules of the Village, the Rescom will consist of a maximum of 6 (six) members. Life Right Holder(s) are hereby requested to nominate* at least 6 (six) fellow Life Right Holders, by completing the enclosed Nomination Form. Should more than 6 (six) nominations be received, an election will be held at the AGM by way of ballot. The 6 (six) nominees with the most votes will be appointed as Rescom members, and will hold office until the next AGM.

Instructions

Please hand-deliver the duly completed Nomination Form to the Village Managers' offices, alternatively email same to riaang@evergreenlifestyle.co.za or nomfundom@evergreenlifestyle.co.za, by no later than **16:00 on Tuesday 19 August 2025**.

**In terms of the House Rules of the Village, no Life Right Holder may, while in arrears with his or her Levies or has any outstanding amounts owing to Operator and/or Owner (as the case may be), hold office as a member of either Rescom, or be co-opted onto or act as a representative or appoint an alternate on Rescom.*

2. QUESTIONS

Managing of questions during the AGM

1. Life Right Holder(s) are requested to submit their questions regarding any of the AGM matters which warrants discussion in writing to the Village Managers' offices, alternatively emailed to riaang@evergreenlifestyle.co.za or nomfundom@evergreenlifestyle.co.za, so as to be received by no later than **16:00 on Tuesday 19 August 2025**
2. Life Right Holder(s) are requested to focus on General Matters that warrant discussion at an AGM and to take up personal matters with the Village Manager.

3. Instructions on signing and lodging the questionnaire form

- The blank spaces on the form must be clearly completed, should the spaces provided be insufficient, the Life Right Holder is requested to continue their submission on a separate document and to include such document when submitting by not later than **16:00 on Tuesday 19 August 2025**
- Any additional document must be initialled. Failure to initial such additional document and/or any alterations or corrections on such document will result in the rejection of such document. There will therefore not be any discussion at the Annual General Meeting of such matters arising from the rejected document.
- The Chairman of the Annual General Meeting may choose to reject any questionnaire form which is completed other than in accordance with these instructions.

4. Important Note: Individual questions will NOT be read out at the AGM.

- **We will endeavour to group together questions around the same subject and answer them in the general report back session.**
- **Should you feel that your pre-submitted question was not answered during the meeting, please raise the question on the day.**
- **Time will be made available at the end of the meeting for general questions to the maximum of 10.**

3. ATTENDANCE AND VOTING BY LIFE RIGHT HOLDERS OR PROXIES

Life Right Holder(s) (who are recorded as such in the register of the Village as at the Record Date) are entitled to attend and vote at the AGM or to appoint a proxy to attend, speak and vote in their stead. Proxies to be limited to residents of a village including tenants.) Proxy forms must be hand-delivered to the Village Managers' offices, alternatively emailed to riaang@evergreenlifestyle.co.za or nomfundom@evergreenlifestyle.co.za, by no later than **16:00 on Monday, 25 August 2025**.

Each Life Right shall carry a single vote. Where a Life Right is jointly held by more than 1 (one) Life Right Holder, such vote shall be exercised jointly by them.

4. IDENTIFICATION OF PROXIES

Any proxy appointed to attend, participate and vote on behalf of a Life Right Holder at the AGM must be able to present reasonably satisfactory identification at the meeting for such proxy to attend, participate and vote at the meeting. A green bar-coded identity document or a smart identification card issued by the South African Department of Home Affairs, or a valid passport for foreign nationals will be acceptable forms of identification.

5. IMPORTANT NOTE

Life Right Holder(s) will receive a complete AGM document pack via the email address listed for their unit in the Register of the Village. Life Right Holder(s) are encouraged to bring the AGM document pack along to the AGM for discussion.

In an attempt to reduce our carbon footprint and save on paper wastage and cost, village management will only have printed copies of the first 2 (two) pages of the AGM notice on hand for Life Right Holder(s) who are unable to or do not have access to printing facilities. The following attachments and forms will only be printed for and on request from a Life Right Holder(s):

- Proxy form; and
- Nomination Form.

6. RSVP

It is important that only Life Right Holder(s) who are certain that they will attend the AGM, kindly RSVP to the Village Management **by no later than 16:00 on Monday, 25 August 2025.**

By order of Evergreen Lifestyle Villages (Pty) Ltd ("Operator")

GARRY REED

EVERGREEN BERGVLIET

(*"the Village"*)

PROXY FORM

For use by registered Life Right Holder(s) of the Village, recorded in the Life Right register as at the Record Date, to be used at the AGM to be held at **Sonnenhof Manor House, 30 Homestead Avenue, Bergvliet, Cape Town, on Tuesday 26 August 2025 at 14:00**

I/We [please print name(s)] _____

Being the holder(s) of a Life Right in Unit _____ in the Village, hereby appoint (see instruction below):

1. NAME: _____

RSA ID NUMBER/DATE OF BIRTH: _____ or failing him/her,

2. NAME: _____

RSA ID NUMBER/DATE OF BIRTH: _____ or failing him/her,

3. The chairperson of the Annual General Meeting,

As my/our proxy to attend, speak and vote for me/us and on my/our behalf at the AGM of the Village to be held on **Tuesday 26 August 2025** or at any adjournment thereof.

SIGNATURE/S _____ DATE: _____

ASSISTED BY ME (WHERE APPLICABLE) _____

Instructions on signing and lodging the proxy form:

1. A Life Right Holder(s) may insert the name and RSA identity number or date of birth of a proxy or the names of two alternative proxies of the Life Right Holder's choice in the space/s provided above, with or without deleting "the chairperson of the AGM", but any such deletion must be initialled by the Life Right Holder(s). Should this space be left blank, the chairperson of the AGM will exercise the proxy. The person whose name appears first on the proxy form and who is present at the AGM will be entitled to act as proxy to the exclusion of those whose names follow.
2. The completion of any blank spaces above need not be initialled. Any alterations or corrections to this proxy form must be initialled by the signatory/ies.
3. A proxy shall not be a minor.
4. Proxies to be limited to residents of a village (including tenants)

5. To be valid the completed proxy forms **together with all listed proxies' green bar-coded identity documents, or smart identification cards issued by the South African Department of Home Affairs, or valid passports for foreign nationals**, must be hand-delivered to the Village Managers' offices, alternatively emailed to riaang@evergreenlifestyle.co.za or nomfundom@evergreenlifestyle.co.za , by no later than **16:00 on Tuesday 19 August 2025**. (See note 1)
6. Documentary evidence establishing the authority of a person signing this proxy form on behalf of the Life Right Holder in a representative capacity (e.g. Power of Attorney or Letters of Curatorship) must be attached to this proxy form.
7. Any proxy appointed to attend, participate and vote on behalf of a Life Right Holder at the AGM must be able to present reasonably satisfactory identification at the meeting for such proxy to attend, participate and vote at the meeting. A green bar-coded identity document or a smart identification card, issued by the South African Department of Home Affairs, or a valid passport for foreign nationals will be acceptable forms of identification.
8. The completion and lodging of this proxy form shall not preclude the relevant Life Right Holder(s) from attending the AGM and speaking in person thereat to the exclusion of any proxy appointed in terms hereof, should such Life Right Holder(s) wish to do so.
9. The chairperson of the AGM may, in its sole discretion, reject or accept any proxy form which is completed other than in accordance with these instructions.

EVERGREEN BERGVLiet
(*"the Village"*)

NOMINATION FORM FOR ELECTION TO THE RESCOM

I/We, the undersigned, being the holder(s) of a Life Right in Unit _____ in the Village (**"Proposer"**), hereby nominate:

NAME: _____,

A Life Right Holder of the Village, to be appointed as a Rescom member, which appointment may (if necessary) be voted on by Life Right Holders at the AGM on **Tuesday 26 August 2025**.

NAME OF PROPOSER _____

SIGNATURE OF PROPOSER _____

DATE: _____

CONSENT BY NOMINEE

I, the undersigned, (print name)

_____ (**"the Nominee"**)

Hereby accept the nomination to be appointed as Rescom member of the Village.

Furthermore, I consent to act in accordance with the duties and functions mandated to a Rescom member under the House Rules of the Village, specifically clause 3.3 of such Rules.

I agree to be available, upon the reasonable request of the Operator, to attend any induction and/or training required with respect to this position as a Rescom member, at the discretion of the Operator.

SIGNATURE OF NOMINEE _____

DATE: _____

KINDLY NOTE: The completed Nomination Form together with the brief CV of the nominee must be hand-delivered to the Village Management offices, alternatively emailed to riaang@evergreenlifestyle.co.za or nomfundom@evergreenlifestyle.co.za, by no later than **16:00** on **Tuesday 19 August 2025**.