CEYLON TEA BROKERS PLC
[Company Reg. No. PB 1280 / PQ]
No. 481, T.B. Jaya Mawatha, Colombo 10.
Tel: 011 4607777   Facsimile: 011 4607788
Email: general@ceylonteabrokers.com,
Web: www.ceylonteabrokers.com

Circular to Shareholders
17th Annual General Meeting of the Company

Dear Shareholders,
The Board of Directors of Ceylon Tea Brokers PLC has decided to hold its 17th Annual General Meeting (AGM) as a Virtual Meeting on 30th September 2026 at 12.00 noon following the guidelines issued by the Colombo Stock Exchange (CSE) for hosting of Virtual AGMs.

Method of Holding the AGM/Electronic Platform

Only the key officials who are essential for the administration of the formalities of the meeting will be physically present in the venue and all others including shareholders will participate via an online meeting platform (Zoom).

Registration Procedure

Those Shareholders and Proxy holders who wish to participate via the online meeting platform should notify the Registrars of the Company of such intention by completing the attached Registration Form. The Registration Form will also be made available on the corporate website of the Company and the website of the Colombo Stock Exchange.

The duly completed Registration Form should be deposited at the Registrars of the Company, Corporate Solutions Unit, Central Depository Systems (Pvt) Limited, Ground Floor, M & M Centre, 341/5, Kotte Road, Rajagiriya (Telephone: 011-2356444) or e-mailed to agm_egm_registrars@cse.lk by 1.00 p.m. on 28th September 2026.

Please refer to the attached Guidelines and Registration Process for the Annual General Meeting for further details in this regard.

Appointment of Proxy Holders

The Shareholders could appoint a Proxy to vote on their behalf and include their voting preferences on the resolutions that are to be taken up at the meeting, which are given in the Form of Proxy. The Shareholders who wish to appoint a Proxy should duly complete the Form of Proxy and include the details of such Proxy holder in the Registration of Shareholder Details Form as per the instructions given therein.

The duly completed Form of Proxy should be deposited at the Registered Office of the Company, No.481, T. B. Jaya Mawatha, Colombo 10 or email: indika@ceylonteabrokers.com by 1.00 p.m. on 28th September 2026.

Login Information for Particpation Via The Online Meeting Platform

The login information will be authorized only for the use by individual Shareholders, Proxy holders and authorized representatives in case of Institutional Shareholders and the Company will not be responsible or liable for any misuse. Where the Proxy holders are concerned, please note that the login information will only be shared with those in whose favour a valid Proxy has been submitted by the Shareholder.

Shareholders can send in their queries, if any, to Mr Kasun Seneviratne, Associate Senior Manager-Finance of the Company on email: kasun@ceylonteabrokers.com by 1.00 p.m. on 28th September 2026.

Queries of Shareholders

If any Shareholders who are registered for participation via online platform encounters any difficulty in connecting to the meeting, they could contact Mr. Indika Abeyratne on Tel: 077 292 2593 or email to indika@ceylonteabrokers.com for any assistance required.

Voting

Voting on the items on the Agenda will be conducted through the Polling App.

Voting on the items in the Agenda will be registered by using an online meeting platform or a designated ancillary online application, which will be explained prior to the commencement of the meeting.

Please refer to the attached Guidelines and Registration Process for the Annual General Meeting for further details in this regard.

All individuals participating at the meeting remotely through an online meeting platform are required to identify themselves at the time of voting. Further, individuals must also identify themselves when speaking at the AGM during the time allotted for comments by shareholders as directed by the Chairman. At that point, the individual will be required to give his/her name and address for purposes of identification as a shareholder or as a proxy.

Annual Report 2025/26

The Annual Report of the Company is available for download on the corporate website of the Company and the Colombo Stock Exchange website, to which the links are provided below:

(i) Corporate Website of CEYLON TEA BROKERS PLC: www.ceylonteabrokers.com/financial-reports/

(ii) Colombo Stock Exchange Website: www.cse.lk/company-profile?symbol=CTBL.N0000

Shareholders may also access the Annual Report and Financial Statements on their mobile phones by scanning the following QR code

Should you require assistance relating to your request for a printed copy of the Annual Report and/ or the mode of forwarding such Report you may contact Mr. Indika Abeyarathne, Assistant Manager Finance of the Company on telephone 011 4607732,
email: indika@ceylonteabrokers.com, anytime between 10.00 a.m. and 4.00 p.m. on any working day.

The Notice of meeting, Form of Proxy and other related documents will be made available on the Company Website:
www.ceylonteabrokers.com/ceylon-tea-brokers-agm-2026/
and the CSE website www.cse.lk/company-profile?symbol=CTBL.N0000

In the event the Company is required to take any action in relation to the Meeting in the best interests of the Meeting attendees and/or in line with any communications, guidelines, directives or orders issued by the Government of Sri Lanka, Notice of such action will be given by way of an announcement to the CSE and publication on the Company Website – www.ceylonteabrokers.com

Documents Attached

The following documents are attached to this Circular to Shareholders:

1. Notice of Annual General Meeting.
2. Form of Proxy
3. Form of Request
4. Registration Form
5. Guidelines and Registration Process for the Annual General Meeting

CEYLON TEA BROKERS PLC
P W CORPORATE SECRETARIAL (PVT) LTD

Secretaries

31st August 2026