

3 September 2018

**THE PHILIPPINE STOCK EXCHANGE, INC.**

Disclosure Department  
6<sup>th</sup> Floor PSE Tower  
One Bonifacio High Street  
28<sup>th</sup> Street corner 5<sup>th</sup> Avenue  
Bonifacio Global City, Taguig City

Attention: **MS. JANET A. ENCARNACION**  
Head, Disclosure Department

Gentlemen:

We write to inform the Exchange that the annual meeting of the stockholders of Paxys Inc. for the year 2018 is scheduled on 10 December 2018 at the Manila Golf & Country Club, Harvard Road, Forbes Park, Makati City. The record date is on 31 October 2018.

The required notices to the shareholders will be provided at least fifteen (15) business days before the date of the annual meeting, as required by the by-laws and under existing regulations.

We trust that the foregoing information is sufficient to properly advise the investing public.

Very truly yours,

**PAXYS, INC.**

By:

  
**MAYETTE H. TAPIA**  
Corporate Information Officer

**NOTICE OF ANNUAL STOCKHOLDERS' MEETING**

To all Stockholders:

Please be advised that the annual meeting of the stockholders' of **PAXYS, INC.**, will be held on **10 December 2018** at the Manila Golf & Country Club, Harvard Road, Forbes Park, Makati City, Philippines at 2:00 PM.

The agenda is as follows:

1. Call to Order
2. Proof of Notice and Certification of Quorum
3. Approval of Minutes of previous Stockholders' Meeting
4. Management Report and Audited Financial Statements for the year ended December 31, 2017
5. Ratification of Previous Corporate Acts
6. Election of Directors
7. Appointment of External Auditors
8. Other Matters
9. Adjournment

For purposes of the meeting, stockholders of record as of 31 October 2018 are entitled to notice of and to vote at the said meeting. Registration for the said meeting begins at 12:30 PM. For convenience in registering your attendance, please have available some form of identification, such as a driver's license, voter's ID, TIN card, SSS card or passport.

If you will not be able to attend the meeting but would like to be represented thereat, you may submit your proxy form, duly signed and accomplished, to the Corporate Secretary at 15<sup>th</sup> Floor 6750 Ayala Office Tower, Ayala Avenue, Makati City, Philippines on or before 30 November 2018. Beneficial owners whose shares are lodged with PDTC or registered under the name of a broker, bank or other fiduciary allowed by law must, in addition to the required ID, present a notarized certification from the owner of record that he is the beneficial owner, indicating thereon the number of shares. Corporate shareholders shall likewise be required to present a notarized secretary's certificate attesting to the authority of its representative to attend and vote at the stockholders' meeting. In accordance with Rule 20.11.2.18 of the 2015 Implementing Rules and Regulations of the Securities and Regulation Code, proxies executed by brokers shall be accompanied by a certification under oath stating that before the proxy was given to the broker, he had duly obtained the written consent of the persons in whose account the shares are held.

Validation of proxies will be held not later than 5 December 2018 at the office of the Company's stock transfer agent.

Makati City, Metro Manila, Philippines, 3 September 2018.

  
**MAYETTE H. TAPIA**  
Corporate Secretary

*(For Individual Shareholders)*

### **PROXY FORM**

That I/We, the undersigned stockholder(s) of PAXYS, INC., a Philippine Corporation, do hereby nominate, constitute and appoint \_\_\_\_\_, as my/our true and lawful attorney or proxy, with full power of substitution and revocation, to represent me/us and vote all shares registered in my/our name(s) on the books of said Corporation, at the Annual Shareholders' Meeting of the Corporation to be held on 10 December 2018 at the Manila Golf & Country Club, Harvard Road, Forbes Park, Makati City, Philippines, or any adjournments or postponements thereof, on any and all matters and things that may come at said meeting(s) as fully to all intents and purposes as I/We might or could do if personally present, hereby revoking any proxy or proxies heretofore given to vote such stock, and ratifying and confirming all that my/our above mentioned attorney or proxy or his/her/their substitute(s), may do or cause to be done by virtue of these presents.

In case of the non-attendance of my/our said attorney or proxy above named or his/her/their duly designated substitute(s) at any particular meeting, I/We hereby authorize and empower the Chairman of the meeting to fully exercise all rights as my/our attorney or proxy at such meeting. The power and authority hereby granted shall remain valid and effective until such time as the same is withdrawn by me/us through notice in writing delivered to the Corporate Secretary before the date of any such meeting or adjournment(s) or postponement(s) thereof, or until the last day of the fifth year from the date hereof, whichever comes first, but shall be deemed suspended and inapplicable in instances where I personally attend the meeting.

I/we have hereunto set my/our hand(s) this \_\_\_\_\_ day of \_\_\_\_\_  
2018, at \_\_\_\_\_.

\_\_\_\_\_  
Printed Name and Signature of Stockholder

\_\_\_\_\_  
Address

*(For Corporate Shareholders)*

### SECRETARY'S CERTIFICATION

I, \_\_\_\_\_, of legal age, Filipino, and with office address at \_\_\_\_\_, do hereby certify that:

1. I am the duly appointed Corporate Secretary of \_\_\_\_\_ (the "Corporation"), a corporation duly organized and existing under laws of the Republic of the Philippines, with office address at \_\_\_\_\_.

2. Based on the records, during the lawfully convened meeting of the Board of Directors of the Corporation held on \_\_\_\_\_, the following resolutions were passed and approved:

"RESOLVED, That \_\_\_\_\_ be authorized and appointed, as he is hereby authorized and appointed, as the Corporation's Proxy (the "Proxy") to attend the Annual Shareholders' Meeting of PAXYS, INC. ("PAXYS") to be held on 10 December 2018 at the Manila Golf & Country Club, Harvard Road, Forbes Park, Makati City, Philippines or at any meeting postponed or adjourned therefrom, with full authority to vote the Corporation's shares of stock held in PAXYS and to act upon all matters and resolutions that may come before or be presented during such meeting(s) in the name, place and stead of the Corporation.

RESOLVED FURTHER, That PAXYS be furnished with a certified copy of this resolution and PAXYS may rely on the continuing validity of this resolution until receipt of written notice of its revocation."

3. The foregoing resolution has not been modified, amended or revoked, and is in accordance with the records of the Corporation presently in my custody.

\_\_\_\_\_  
Corporate Secretary

\_\_\_\_\_  
Date and Place of Execution