

Procedures for Voting and Attendance at the 2022 Extraordinary General Meeting (the “EGM”) of lastminute.com N.V. (the “Company”)

Introduction

The Company urges you to promptly cast your vote at the EGM by completing, signing, dating and returning one of the proxies included on the Company’s website for use at the EGM, in accordance with the instructions below. Admittance of beneficial owners of shares and acceptance of written proxies shall be governed by Dutch law. Each share beneficially owned as of the Record Date referred to below carries one vote.

Who is eligible to attend and vote at the EGM

Only persons who are registered with their bank as beneficial owners of the Company’s ordinary shares, par value EUR 0.01 per share (“**Ordinary Shares**” or “**Shares**”), outstanding at the close of business in Zurich (Switzerland) at 5:30 P.M. CET on August 5th, 2022 (the “**Record Date**”), as evidenced by a certificate of their bank (a “**Bank Holding Certificate**”), are entitled to attend and vote at the EGM.

If you are a beneficial owner of Shares as of the Record Date and do not wish to attend the EGM in person, you have the right to grant a proxy to a third person. In that case, your proxy will be entitled to attend and vote at the EGM on your behalf.

What to do in order to attend the EGM

Beneficial owners of Shares as of the Record Date must, within 11:59 P.M. CET on August 25th, 2022, give notice to the Company of their intention to attend the EGM, together with proof of their beneficial ownership of Shares as of the Record Date.

Notice may be sent by:

- email to the following address: corporateaffairs@lastminute.com, which is received by no later than 11:59 P.M. CET on August 25th, 2022; or
- written notice to the Company at the following address in Amsterdam: Basisweg 10, 1043 AP Amsterdam; attention: Mr. Sander Tiemstra, which is received by no later than 11:59 P.M. CET on August 25th, 2022.

Registration for persons attending the EGM in person will begin at 09:30 A.M. Central European Time on the day of the EGM, at the CitizenM Hotel Schiphol, Jan Plezierweg 2, 1118 BB Schiphol, The Netherlands (meeting room n. 6) which is also the place where the EGM will be held.

Shareholders attending the EGM are kindly asked to present their Bank Holding Certificate, together with an appropriate identification document, as proof of admission at the entrance. Persons acting as proxyholders on behalf of shareholders should present (i) the proxy granted to that person, (ii) a Bank Holding Certificate of the relevant Shareholder evidencing beneficial ownership of Shares as of the Record Date, (iii) an appropriate identification document of the proxyholder, (iv) a copy of an appropriate identification document of the Shareholder granting the proxy and (v) (if requested by the Company) proof of the authority of the person granting the proxy to the proxyholder.

How to prove the beneficial ownership of Shares as of the Record Date

Beneficial owners of the Shares as of the Record Date should request their bank to provide them with a duly filled out and signed copy of a Bank Holding Certificate showing their beneficial ownership of Shares as of the Record Date.

The eligibility to attend must be certified by means of a Bank Holding Certificate provided by an intermediary in accordance with its accounting records, for the benefit of the party holding the right to vote, attesting that the Shares were credited to the account of the party in question, at the close of business on the above-mentioned Record Date.

How to express your voting intention

Each beneficial owner of Shares is entitled to one vote per share for each of the Shares beneficially owned by such person as of the Record Date as aforesaid, on each matter submitted to a vote at the EGM.

How to express voting intentions by proxy

If you are a beneficial owner and do not wish, or you are not in the condition, to attend the EGM in person, you have the right to issue a proxy to a third person to attend and vote at the EGM on your behalf.

All Shares represented by proxies duly executed and received, together with proof of beneficial ownership of the relevant Shares as of the Record Date as described above, by not later than 11:59 P.M., CET on August 25th, 2022 (the “**Voter Deadline**”), will be voted at the EGM in accordance with the terms of the proxies. If no choice is indicated on the proxy, proxies granted to the Company’s management (see below) will be voted in favor of all proposals listed on the convening notice and agenda of the EGM. If any business not listed on the agenda for the EGM is properly brought before the EGM under the Company’s Articles of Association or Dutch law, proxies issued to the Company’s management will be voted in accordance with the best judgment of the proxyholders. In general, only those items appearing on the notice and agenda for the EGM can be voted on at the EGM.

Shareholders who have appointed a proxy may also vote in person at the EGM if they wish. If a Shareholder attends the EGM in person, the proxy granted by that Shareholder will automatically be deemed to be revoked unless the Shareholder informs the Company otherwise at the EGM.

A beneficial owner may also revoke a proxy by submitting a document revoking it, or by submitting a duly executed proxy bearing a later date, before the Voter Deadline.

Who is eligible as a proxyholder

The Company offers Shareholders the option to be represented at the EGM by:

- employees designated by the Company (the “**Company’s Proxies**”), who are bound by the Shareholders’ instructions as to how to vote but who may exercise their independent judgment as to how to vote if no choice is indicated on the proxy (see “*How to express voting intentions by proxy*” above); or
- employees, associated with or employed by Intertrust Group B.V. (the “**Additional Proxies**”). Intertrust Group B.V. is a Dutch corporate services provider which assists the Company with corporate secretarial services. The Additional Proxies will for purposes of the EGM act as independent proxyholders, who will in all cases be bound by the Shareholder’s instructions and who will not exercise any independent judgment or vote if no choice is indicated on the proxy.

Shareholders may also be represented by another person attending the EGM on their behalf. See “*How to choose a proxy and give respective voting instructions*” below.

How to choose a proxy and give respective voting instructions

Separate forms of proxies are provided on the Company’s website, to grant a proxy to attend the EGM either to the Company’s Proxies or the Additional Proxies. In order to be valid, proxies must be notified by the Voter Deadline, by marking, signing and dating the appropriate proxy for either the Company’s Proxies or the Additional Proxies and returning that proxy, together with the additional documentation listed below, to the following recipients, or by granting a proxy to another person as described below:

- if you wish to grant your proxy to the Company’s Proxies, you can do that by completing and signing the proxy for the Company’s Proxies and sending that as an attachment to the e-mail address: corporateaffairs@lastminute.com (together with a Bank Holding Certificate and the other documents referred to below).

In order to be valid your emails must be received by no later than 11:59 P.M. CET on the Voter Deadline.

You can also send your proxy to the Company’s at the following address: Basisweg 10, 1043 AP

Amsterdam; attention: Mr. Sander Tiemstra. In that case your proxy must be received by the Company by no later than 11:59 P.M. CET on the Voter Deadline.

- If you wish to grant your proxy to the Additional Proxies, you can do that by completing and signing the proxy for the Additional Proxies and sending the proxy (together with a Bank Holding Certificate and the other documents referred to below) to lastminute.com N.V. as an email attachment to the following email address: NL-lastminute@intertrustgroup.com, or to lastminute.com N.V. at its address at Basisweg 10, 1043 AP Amsterdam, attention: Mr. Sander Tiemstra. Your proxy must be received by the employees of Intertrust Group B.V. at the above email address, or physical delivery address, by no later than 11:59 P.M. CET on the Voter Deadline.
- If you wish to be represented by another person holding a written proxy (other than the Company's Proxies or the Additional Proxies), you may grant a proxy to that other person by executing a separate proxy in a form substantially similar to the proxy for the Company's Proxies and the Additional Proxies posted on the Company's website, but with the name of your own designated proxyholder filled in. This proxy must be received together with a Bank Holding Certificate and the other documents referred to below, at the following address: Basisweg 10, 1043 AP Amsterdam; attention: Mr. Sander Tiemstra, by no later than 11:59 P.M. CET on the Voter Deadline.

Together with the proxy, beneficial owners of Shares must also submit a Bank Holding Certificate showing beneficial ownership of Shares as of the Record Date, as well as a copy of a valid identification document of the beneficial owner and, in the case of legal entities (including partnerships and trusts), evidence of the authority of the person granting the proxy (copy of Chamber of Commerce document, power of attorney or similar documents).

Beneficial owners of the Shares who wish to vote at the EGM must comply with the procedures for voting at the EGM described above.

Shareholders are kindly invited to read the full convening notice and agenda for the EGM, as posted on the Company's website, and to download the Explanatory Notes and forms of proxies and all the supporting material relating to the EGM, that are made available on the Company's website as follows:

<https://corporate.lastminute.com/investors/investors-hub/shareholder-meetings/>