







Swift AGM tool: Getting started



Learn how to use our AGM tool, supplied by EasyQuorum. Choose how you'll vote, whether you'll use a proxy, and how to submit your signature.

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1. Log in to the Swift AGM tool

You should have received an email from noreply@eagm.swift.com inviting you to log in to the Swift AGM tool.

To start, follow the link from that email and log in using your password and the short name provided.

Next, complete the two-factor identification process.



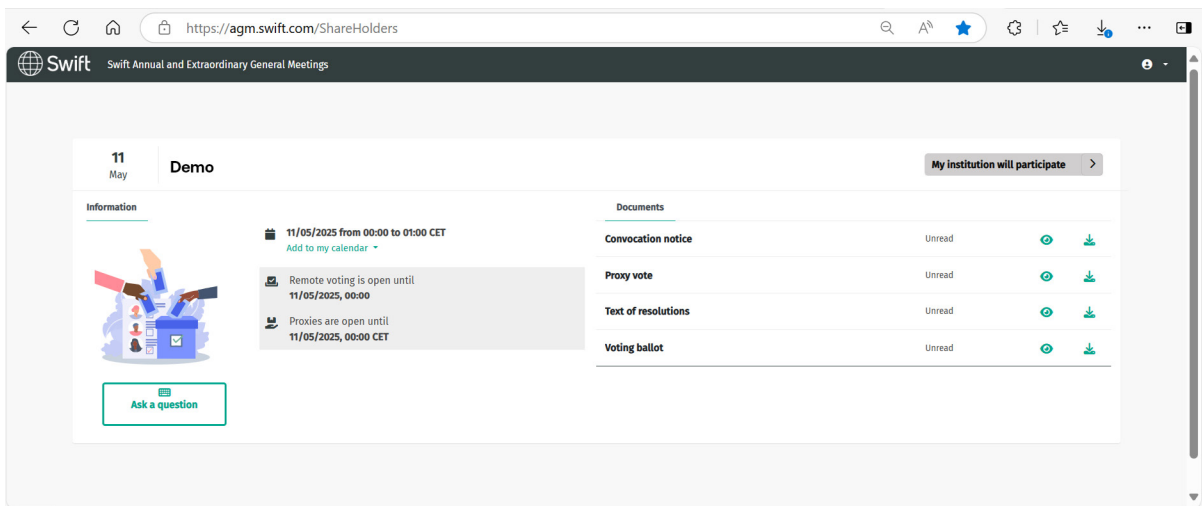
Forgotten your password?

If you can't remember your password, get in touch at shareholding@swift.com and we'll help you reset it. Note that these are not the same credentials as for swift.com.

2. Explore the homepage

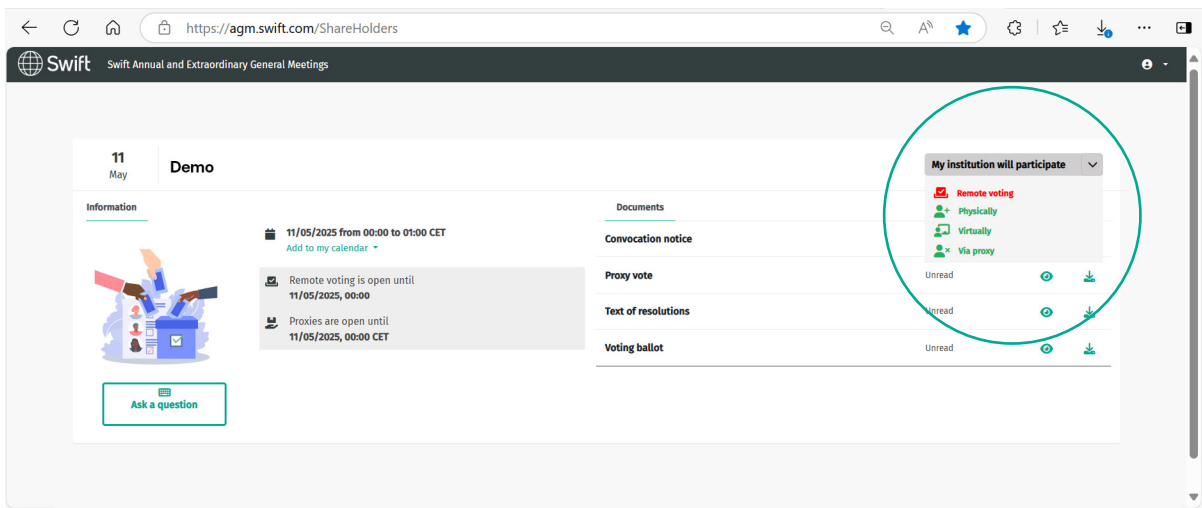
Once you've logged in, you'll be able to view the date of the next AGM and/or EGM.

You'll also be able to read or download any AGM documents, ask Swift any questions you may have, and indicate how you want to participate.



3. Ways of participating

There are several ways to participate. Start by selecting how you'll participate from the dropdown menu on the Swift AGM tool homepage.



Option 1: Remote voting

With this option, you won't attend the meeting or appoint a representative to do so on your behalf. Instead, simply cast your votes beforehand via the Swift AGM tool.

- Start by selecting 'Remote voting' from the dropdown menu on the Swift AGM tool homepage.
- Enter the name and email address of the individual(s) who will sign the voting ballot and click submit.
- Cast your vote for each resolution and click validate.
- Finally, submit the signature(s). For more details of how to do so, see step 4.

Option 2: Attend physically or virtually, via proxy

A. Attend the meeting at Swift's office in La Hulpe, Belgium

B. Attend virtually, via Microsoft Teams

C. Assign a proxy to attend on your behalf

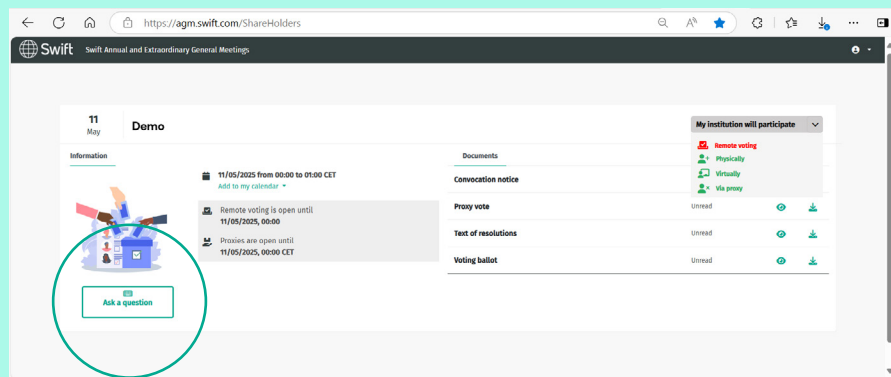
- If you choose to attend the meeting, you'll need to let us know whether you or your representative intend to do so physically or virtually via Teams. Based on your choice, we'll send you all the details you need via email.
- You'll also need to complete a proxy form to give such representative, whether you, a Board member, NMG Chairperson or a colleague (third party), permission to attend and vote on your behalf. This form will contain all voting instructions.
- Start by choosing 'Physically', 'Virtually', or 'Via proxy' from the dropdown menu on the Swift AGM tool homepage.
- Then, enter the name and email address of the individual(s) signing the proxy.

- Next, choose your voting instructions – whether to vote yes, no, or abstain – and confirm your choices using the button at the bottom of the screen.
- If your representative does not attend the meeting, the proxy will be transferred to the Chair of the Swift Board, Mr Graeme Munro, who will vote as per your instructions
- Finally, sign your proxy form. For more details of how to do so, see step 4.



Change how you'll participate

If you've already submitted how you'll participate but have changed your mind, simply use the 'Ask a question' feature on the homepage and we'll get back to you.



4. Signing your ballot or proxy form

There are two options when signing your voting ballot or proxy form—either manually or electronically.

Signing manually

Choose this option if you need to collect someone else's signature, are unable to immediately sign, or encounter technical issues with the electronic signature.

- To start, download or print the proxy or voting ballot
- Sign it using a handwritten signature or by uploading a copy via jpg or using your own digital signature device.
- Upload the signed voting ballot and click confirm to finish the process.

Signing electronically

Choose this option if you are the signatory of the proxy and can sign immediately.

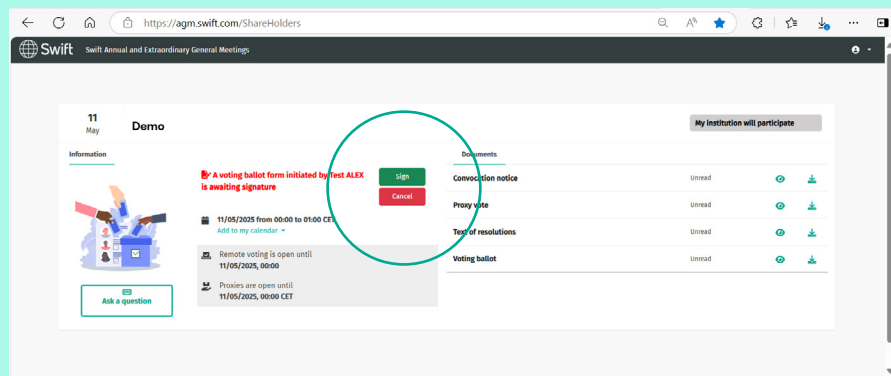
- If you opt to sign electronically, you'll be directed to UNIVERSIGN/SIGNATUREIT – a recognised European certification authority – to complete the signature process. You'll need to enter your phone number to authenticate the submission of your signature.
- Complete the verification steps and click sign to complete the process.



Chose to sign later?

If you chose to sign later, you can revisit the process at any time via the Swift AGM tool homepage. Just click the sign button to begin.

You can also use this page to check the status of your proxy or voting ballot.



5. Changing permissions to the Swift AGM tool

All Primary Business Contacts and individuals registered on Swift.com with access to shareholding applications have been granted access to the Swift AGM tool.

To grant these permissions to a new individual, follow [this guide](#).

Still have questions?

Just get in touch by using the 'Ask a question' function on the Swift AGM tool homepage or by emailing shareholding@swift.com.

