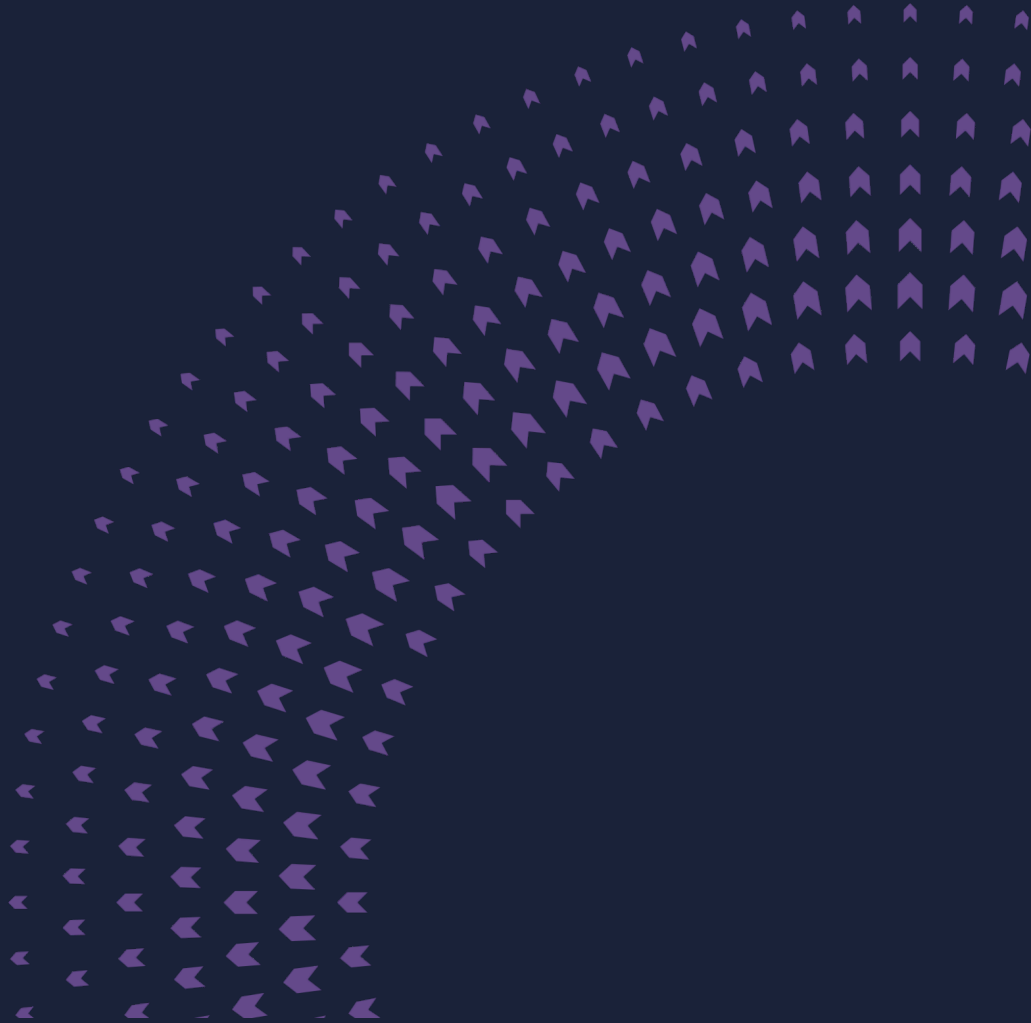




من مجموعة تداول السعودية  
From Saudi Tadawul Group

# E-voting Service User Manual



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## Introduction

This guide explains electronic voting via the Tadawulaty system, which utilizes online systems to facilitate the provision of services by the Securities Depository Company (Edaa) to shareholders of joint-stock companies within the Saudi capital market. The goal of this guide is to educate users, particularly dealers, on how to take advantage of the services offered by Edaa.

## Note

If a shareholder attends the General Assembly

~~and casts their vote using a voting card, any~~  
previously submitted electronic votes through the Tadawulaty system will be canceled.

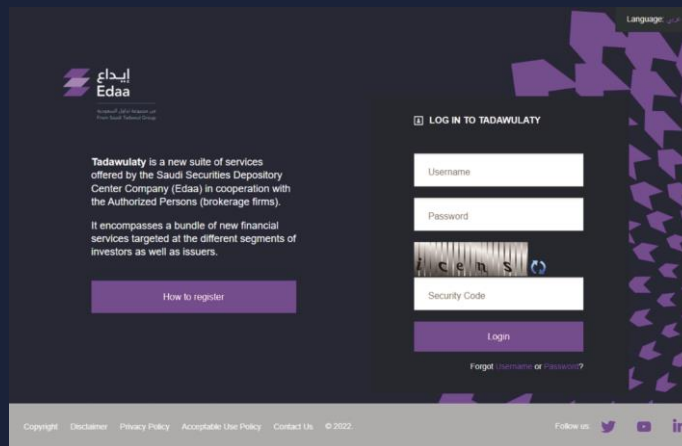
# About Tadawulaty

Tadawulaty is an integrated system for several services provided by the Securities Depository Center Company (Edaa) in cooperation with its custody members.

Tadawulaty is a collection of financial services designed to cater to the diverse requirements of investors and joint stock companies. It offers significant benefits to all participants in the investment process and contributes to the growth and development of the Saudi financial market. For further details on the Tadawulaty system, please visit: [www.edaa.com.sa](http://www.edaa.com.sa).

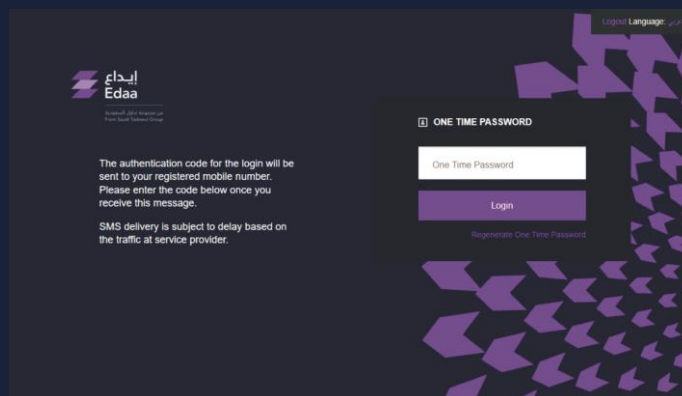
## Login to Tadawulaty

- Login to Tadawulaty by entering your username and password.



The screenshot shows the Tadawulaty login interface. On the left, there is a logo for 'إيداع Edaa' and a brief description of the service. The main section is titled 'LOG IN TO TADAWULATY' and contains three input fields: 'Username', 'Password', and 'Security Code'. Below these fields is a purple 'Login' button. A link for 'Forgot Username or Password?' is located at the bottom of the login form. A 'How to register' button is positioned below the descriptive text. The footer includes copyright information and social media links.

- Insert the 'one-day password' which will be sent via email and SMS, then login.



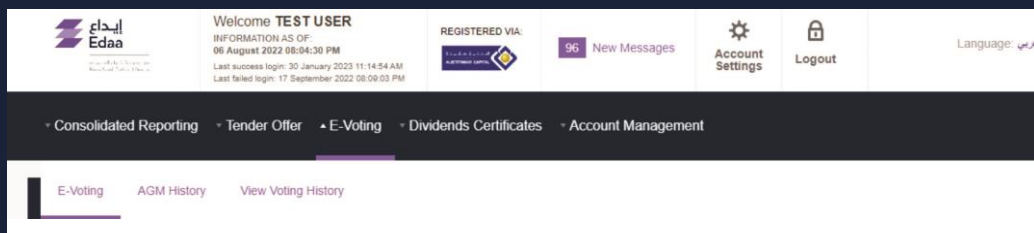
The screenshot shows the Tadawulaty one-time password login interface. On the left, there is a logo for 'إيداع Edaa' and a message stating: 'The authentication code for the login will be sent to your registered mobile number. Please enter the code below once you receive this message. SMS delivery is subject to delay based on the traffic at service provider.' The main section is titled 'ONE TIME PASSWORD' and contains a single input field for the 'One Time Password' and a purple 'Login' button. A link for 'Regenerate One Time Password' is located below the login button. The footer includes copyright information and social media links.

### Note

The one-day password can be reused to access your Tadawulaty account within 24 hours.

# Choosing The General Meeting

- To start voting on the agenda of the general assembly for a joint-stock company, click on 'E- Voting' from the main menu, and then select 'E-voting' from the drop-down list.



- The platform will present a list of upcoming general meetings where you hold voting rights. The list will display key details about each meeting. To cast your vote, click on the 'Attend and Vote' option.

