

**NOTICE OF 6th ANNUAL GENERAL MEETING OF
Q SENTRAL MANAGEMENT CORPORATION
12th December 2025 at 10.00 a.m.**

AGENDA

1. ELECTION OF CHAIRMAN

To elect a presiding Chairman for the 6th Annual General Meeting of Q Sentral Management Corporation.

ORDINARY RESOLUTION NO. 1 – ELECTION OF CHAIRMAN

“THAT IT IS HEREBY RESOLVED AND AGREED UPON BY Q SENTRAL MANAGEMENT CORPORATION to elect a chairman from those proprietors present who are entitled to vote from the proprietors to preside over the 6th Annual General Meeting (“AGM”) of the MC until its conclusion pursuant to paragraph 16 of the Second Schedule of the Strata Management Act 2013 (“Act 757”).”

2. APPROVE AND ADOPT THE PREVIOUS MINUTES OF MEETING

ORDINARY RESOLUTION NO. 2 – TO APPROVE AND ADOPT THE MINUTES OF MEETING FOR 5TH AGM

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that the minutes of meeting of Q Sentral for the 5th AGM held on 26th September 2024 be and is hereby approved for adoption.”

3. TO ADOPT THE AUDITED ACCOUNTS OF MANAGEMENT CORPORATION FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER 2024

ORDINARY RESOLUTION NO. 3 – TO ADOPT THE AUDITED ACCOUNT FOR YEAR ENDED 31ST DECEMBER 2024

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that the audited account for year ended 31st December 2024 be and is hereby approved for adoption.”

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4. TO ADOPT THE ANNUAL OPERATING BUDGET FOR YEAR 2026

To consider and adopt the annual operating budget prepared by Q Sentral Management Corporation for the Year 2026.

ORDINARY RESOLUTION NO. 4 – ANNUAL OPERATING BUDGET FOR YEAR 2026

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that the annual operating budget for year 2026 be and is hereby approved as set out in “Appendix A”

5. CHARGES AND SINKING FUND RATE

To determine charges and sinking fund rate.

ORDINARY RESOLUTION NO. 5(a) – CHARGES RATE

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that pursuant to section 60(3)(b) of the Strata Management Act 2013 [Act 757] in order to ensure that there will be adequate and sufficient fund for the management and maintenance of the common property of Q Sentral and to reflect the actual or expected general or regular expenditure of each component, the rates of Charges are hereby approved with effect from 1st January 2026 as follows:-

No.	Type of Parcels	New Charges Rate
(1)	Office Units	RM 8.5506 per share unit per month
(2)	Business Units	RM 3.5628 per share unit per month
(3)	Retail (Units Level 11-13)	RM 4.0910 per share unit per month
(4)	Carpark	RM 6.7938 per share unit per month

ORDINARY RESOLUTION NO. 5(b) – SINKING FUND RATE

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that pursuant to Section 61(3) of the Strata Management Act, 2013 [Act 757], the rate of contribution to sinking fund shall be fixed at 10% of the respective Charges with effect from 1st January 2026 to reflect the actual or expected capital expenditure be and is hereby approved as follows:-

No.	Type of Parcels	New Sinking Fund Rate
(1)	Office Units	RM 0.8551 per share unit per month
(2)	Business Units	RM 0.3563 per share unit per month
(3)	Retail (Units Level 11-13)	RM 0.4091 per share unit per month
(4)	Carpark	RM 0.6794 per share unit per month

AND THAT the Charges and sinking fund contributions shall be paid in full by the respective proprietors.”

6. LATE PAYMENT INTEREST

To determine the rate of interest payable by a proprietor in respect of any late payment of the Charges, contributions to the sinking fund and any sum due to Q Sentral Management Corporation.

ORDINARY RESOLUTION NO. 6 - LATE PAYMENT INTEREST

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that, if any whatsoever contributions, Charges which were approved in this AGM (as set out in the preceding resolutions relating to charges and contribution to the sinking fund, whatever it may be) or sums due to the Q Sentral Management Corporation from any of the following –

- (a) Maintenance Account;
- (b) Sinking Fund Account;
- (c) Other charges or sums due to Q Sentral Management Corporation;

and remaining unpaid by a proprietor at the end of each calendar month for the monthly Charges and contribution to the sinking fund as approved or after one (1) month from the date of invoice for item (c), as the case may be, the proprietor shall pay interest at the rate of ten percent (10%) per annum, to be calculated on a daily rest basis after the due date until it is fully paid with effect from the date of the commencement of the management period by MC pursuant to sections 58, 59, 60 and 61 of the Strata Management Act, 2013 [Act 757] effective 01st January 2026.”

7. TO CONFIRM INSURANCES EFFECTED BY MANAGEMENT CORPORATION

ORDINARY RESOLUTION NO. 7(a) – Fire Insurance

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) to confirm and ratify the insurance effected by the Management Committee (confined to damage policy only set out below

No.	Class	Sum Insured (RM)	Inception	Expiry	Premium (RM)
1.	Fire (Building)	852,078,243	15-06-2025	14-06-2026	225,315

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SPECIAL RESOLUTION NO. 7(b) – Other Insurances

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) to confirm and ratify the insurances effected (for other risks by the Management Committee pursuant to Section 98 of the SMA 2013 until their common expiry date

No.	Class	Sum Insured (RM)	Inception	Expiry	Premium (RM)
1.	All Risks	500,000	15-06-2025	14-06-2026	Total of RM 17,795
2.	Burglary	250,000			
3.	Money in Transit	50,000			
4.	Money in Premises	50,000			
5.	Fire Consequential Loss	340,000			
6.	Public Liability (Any One Period of Insurance)	10,000,000			
7.	Error and Omission	10,000,000	15-06-2025	14-06-2026	
8.	Fidelity Guarantee	500,000			
9.	Plate Glass	500,000			
10.	Machinery Breakdown	6,500,000			
11.	Personal Accident	100,000 per pax			
12.	Employer's Liability	1,000,000			

AND THAT the Management Committee shall be authorized to take all necessary actions to ensure that there are adequate insurances to cover all relevant risks and perils pursuant to Part VIII of the SMA 2013

AND FURTHER THAT the Management Committee shall be authorized to review and renew the Insurance policies every year with any suitable insurance company save and except for any other new class of insurance policy which must be approved by special resolution at a general meeting of the Management Corporation.”

NOTE: Section 98 of the SMA 2013 requires the Management Corporation to pass a special resolution for the purchases of insurance policies save fire insurance policy.

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8. TO DETERMINE THE NUMBER OF MEMBERS OF MANAGEMENT COMMITTEE AND TO ELECT THE MANAGEMENT COMMITTEE

ORDINARY RESOLUTION NO. 8 – NUMBER OF MANAGEMENT COMMITTEE

To determine the number of members of the management committee and to elect the members of the management committee;

Ordinary Resolution 8(a) – Determination of Numbers

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) to determine the number of Committee members to be of not less than three (3) and not more than fourteen (14) natural persons pursuant to Section 56 and paragraph 2(1) in the Second Schedule of the SMA 2013.”

Ordinary Resolution 8(b) – Election of Committee members

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) to elect the Management Committee members to fill in the number of vacancies as determined by the preceding resolution above which is of not less than three (3) and not more than fourteen (14) natural persons pursuant to Section 56 and paragraph 2(1) of the Second Schedule of the SMA 2013.”

9. PRIVATE MOTION

To present private motions (if any) that was sent to the registered office of Q Sentral Management Corporation not less than seven (7) days before the time for holding the meeting or any adjournment of the meeting, or before **10 a.m. on 5th December 2025**.

10. OTHER MATTERS

To consider any other matters concerned with the maintenance and management of the common property of Q Sentral Management Corporation.

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NOTE:

1. Please bring along your NRIC/ Passport for the purpose of verification.
2. One half of the proprietors entitled to vote present, either in person or by proxy, shall constitute a quorum at a general meeting. If within half an hour after the time appointed for a general meeting a quorum is not present, those proprietors entitled to vote who are present shall constitute a quorum.
3. Any matter that requires a decision at a general meeting shall be decided on a show of hands unless a poll is demanded by a proprietor or his proxy.
4. Each proprietor (who is not a co-proprietor) shall have one vote in respect of each parcel on a show of hands, and on poll shall have such number of votes as that corresponding with the number of allocated share units attached to his parcel.
5. A proprietor shall not be entitled to vote if they have not settled all outstanding charges, contributions to the sinking fund, or any other money due and payable in respect of their parcel **by 10.00 a.m. on 5th December 2025**, as stipulated in the notice of meeting.
6. Co-proprietors may vote by means of a jointly appointed proxy or appointing anyone of them or any other person. In the absence of a proxy, co-proprietors shall not be entitled to vote on a show of hands except where a unanimous resolution is required, provided that any one co-proprietor may demand a poll. On a poll, each co-proprietor shall be entitled to such number of the votes attaching to his parcel as is proportionate to his interest in the parcel.
7. Any proxy shall be entitled to vote in show of hands or on a poll.
8. A proxy need not be a proprietor. A person may act as proxy for only one proprietor at any one general meeting.
9. An instrument appointing a proxy shall be in writing under the hand of the proprietor making the appointment or his attorney. If the proprietor appointing the proxy is a company, society, statutory body or any other body, the appointment of proxy should be under seal or under the hand of an officer or its attorney duly authorized.
10. A proprietor may use the proxy form attached, if suitable. The instrument appointing a proxy shall be deposited at the address of the management corporation stated in this notice of meeting **not less than forty-eight hours** before the time for holding the meeting or any adjournment of the meeting, that is before **10.00 a.m. on 10th December 2025**.

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