

**PORTUCEL - EMPRESA PRODUTORA DE PASTA E PAPEL, SA**  
Public Company  
Registered Office: Mitrena, Apartado 55, 2901-861 Setúbal  
Body Corporate No. 503.025.798 – Share capital: 767,500,000 Euros  
Registered in the Commercial Registry Office of Setúbal under no. 05888

## **POSTAL VOTE**

### **INSTRUCTIONS AND FORMS**

The right to vote in the General Meeting of Portucel may be exercised by post. For the purpose the attached forms may be used, complying with the following instructions:

1. An envelope must be addressed to the Chairman of the Board of the General Meeting containing the following:
  - a. A letter as per the form attached, with an authenticated signature, expressing the intention to vote, and
  - b. Separate closed envelopes containing the voting declarations, within the terms of the following point
2. The main envelope addressed to the Chairman of the Board should contain separate envelopes for each item on the agenda on which the shareholder wishes to vote. The following should be observed in relation to these envelopes:
  - a. The envelopes must be closed;
  - b. The item of the agenda to which the vote relates should be indicated on the outside of the envelope, and
  - c. The inside of the envelope should contain the voting declaration as per the form attached.
3. The envelope containing the letter addressed to the Chairman of the Board and the envelopes with the voting declarations must be received by the company by the day prior to the meeting, and may be delivered in person or by recorded delivery registered letter.

Portucel – Empresa Produtora de Pasta e Papel, S.A.  
To the Chairman of the Board of the General Meeting  
Mitrena – Apartado 55  
2901-861 Setúbal

Re: Exercise of voting right by post

Date: \_\_\_\_\_

Shareholder (full name or trade name): \_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

I hereby express my desire to exercise the right to vote in the General Meeting of this company on the \_\_\_\_\_, in relation to items \_\_\_\_\_ of the agenda.

For the purpose I enclose the respective separate, closed envelopes, indicating on the outside the item of the agenda to which they relate and containing the signed voting declaration on the inside.

The document of proof of the ownership of the shares was sent separately by the depositary financial institution.

Yours faithfully,

\_\_\_\_\_  
(authenticated signature)

## DECLARATION OF VOTE

Item of the Agenda : \_\_\_\_\_

Shareholder: \_\_\_\_\_

In relation to the item of the agenda indicated above I declare my intention as follows :

- Abstain
- Vote in favour of the proposal of the Board of Directors
- Vote against the proposal of the Board of Directors
- Vote in favour of the proposal presented by \_\_\_\_\_
- Vote against the proposal presented by \_\_\_\_\_

\_\_\_\_\_  
(signature)