

## Terms of use for shareholders wishing to upload video messages via the MLP SE shareholder portal

Date: April 2021

### 1. General information:

- In the run-up to the Regular Annual General Meeting on June 24, 2021, MLP SE (hereinafter referred to as the "*Company*") will offer shareholders or their authorised proxies the opportunity to submit statements regarding the agenda in the form of video messages. It will then be possible to view these messages via the password-protected shareholder portal prior to the Annual General Meeting.
- The Company is keen to point out that this is a voluntarily service for its shareholders and that there is no legal entitlement to this.
- The video messages are intended to give the shareholders the opportunity to state their opinion. For counter-motions, election nominations and questions, however, the procedure described in the convocation of the Annual General Meeting applies (see the "Motions, election nominations and requests for information from shareholders" section, "Counter-motions pursuant to § 126 (1) of the German Stock Corporation Act (AktG)", "Election nominations pursuant to § 127 of the German Stock Corporation Act (AktG)" or "Right to information pursuant to § 131 (1) of the German Stock Corporation Act (AktG)". Please also note that any questions, counter-motions or election nominations that are contained in a video message but not submitted as described above will not be considered.

### 2. Prerequisite for submitting a video message:

- The option to submit a video message is open only to shareholders or their authorised proxies that have registered properly and in time for the Annual General Meeting and provided proof of their shareholding. For further details, we make reference to the convocation of the Annual General Meeting.
- The option to submit a video message will be made available up to the end, i.e. 24:00 midnight (CEST), of June 18, 2021 via the password-protected shareholder portal at <http://www.mlp-agm.com> in accordance with the process stipulated for this.
- Such video messages must not exceed three minutes in length. Also, only those video messages in which the shareholder (or their authorised proxy) appears in person are permitted. Anonymous statements or those submitted under a false name will not be accepted.
- For technical reasons, video messages can only be published in the formats **.mov** and **.mp4**. Video messages that do not meet the technical requirements will not be published. In addition to this, we wish to draw attention to the fact that it is not possible to upload a video using Safari on the MacOS or Google Chrome in incognito mode.
- There is no legal entitlement to publication of a video message. The Company reserves the right not to publish video messages with offensive, discriminatory, criminal or obviously false/misleading content, as well as content that does not relate to the agenda or that is in a language other than German. This also applies to video messages that are longer than three minutes.

- We would ask you to refrain from including any form of advertising, as well as from making any ideological or religious comments. We would also ask you to ensure that no underage persons appear in any of the video messages.
- Only one video per shareholder will be published.
- The person submitting a video message bears sole responsibility for the content of that message. The Company does not accept any liability for the content of the video messages. The Company is also not obligated to comment on, correct or update the content of video messages submitted. The opinions represented in the video messages are the exclusive opinions of those submitting the respective messages and do not necessarily match the views of the Company, the members of its Executive Bodies, or its employees.

### 3. Assurances to be provided by those submitting video messages:

- Anyone submitting a video message declares their consent to the respective message being published together with their name on the password-protected shareholder portal.
- Anyone submitting a video message also declares that they are not violating any rights of third parties with their submission. This applies in particular, although not exclusively, to cases in which persons other than the person actually submitting the video appear in the video message, as well as to cases in which brands or other protected rights are shown in the video message. Submission of video messages that violate or infringe upon the rights of third parties is not permitted.

### 4. Usage right of the Company:

- Anyone submitting a video message grants both the Company and the Group companies affiliated with the Company the right to edit, translate or make any other changes to the video message itself or via service providers that it has engaged to do so for the purpose of publication via the password-protected shareholder portal without changing the actual content. This usage right also encompasses the right to store, copy, issue, publish and distribute the video message in tangible or intangible form, as well as to reproduce it both non-publicly and publicly, including by way of image, sound or other information storage media. Anyone submitting a video message also transfers the right to use the respective video message in databases, data networks and online services, including the right to make it available publicly and, when requested, to transfer this right to use the video message on IT systems or by third parties, as well as to archive it and delete it at any time.
- The usage rights described above can be transferred by the Company or the Group companies affiliated with the Company either in full or in part to third parties or usage rights can be granted to third parties. However, there is no obligation to make use of the usage rights granted.

### 5. Data protection

- If you wish to use the option to submit a video message, the Company will need to process your personal data in order to implement this agreement. Here, the Company uses the video service provider Techcast GmbH, Munich, which processes your personal data at the request of the Company strictly in line with instructions issued and only for the purposes stated by the Company. You can find details on how we process

your personal data and on your rights pursuant to the GDPR on the Annual General Meeting website: [www.mlp-agm.com](http://www.mlp-agm.com).