



FALABELLA S.A.
Publicly Held Corporation
Securities Registration No. 582

**PROCEDURE TO PARTICIPATE REMOTELY AND TO VOTE
AT THE ANNUAL GENERAL MEETING OF SHAREHOLDERS
ON APRIL 18, 2023**

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The Board of Directors of Falabella S.A. (the “**Corporation**”) called the shareholders of the Corporation to an Annual General Meeting (the “**Annual General Meeting**”), to be held on Tuesday, April 18, 2023, beginning at 3:00 p.m., in the Alamo AB Room of the Courtyard by Marriot Hotel, located at Av. Kennedy No. 5,601, 7th floor, Las Condes, Santiago.

Pursuant to the provisions of General Rule No. 435 of the CMF, which has authorized the use of technological means that allow the participation and voting in meetings of publicly held corporations by shareholders who are not physically present at the meeting venue, the Corporation will make the aforementioned technological means available to its shareholders so that they may also participate in the Annual General Meeting and vote remotely.

With respect to the voting system applicable at the Annual General Meeting, the matters submitted for decision at the Annual General Meeting will be individually voted on through the electronic voting system, as provided for in Section I Letter B of General Rule No. 273 of the CMF. Each shareholder attending the Annual General Meeting in person may access the electronic voting system provided by DCV Registros S.A., a subsidiary of Depósito Central de Valores S.A. (hereinafter, “**DCV**”), through his own electronic device with internet access that meets the technical requirements to participate remotely in the Annual General Meeting or, if he does not have one at the place of the Annual General Meeting, with the electronic device that the Corporation will provide for voting purposes at the same venue of the Annual General Meeting. Both the voting of the shareholders who attend the Annual General Meeting in person and those who participate remotely will be carried out within the same electronic voting system, ensuring the accuracy, completeness and simultaneity of the voting of all those attending the Annual General Meeting (regardless of whether it is in person through the electronic devices or remotely).

In order to participate remotely and to vote at the Annual General Meeting, shareholders must have previously registered in accordance with the instructions set forth herein. Such registration for remote participation and for the electronic voting system may be made until 2:00 p.m. on April 17, 2023.

1. SHAREHOLDER’S E-MAIL, ACCOMPANYING THE “REGISTRATION FORM FOR ATTENDANCE TO THE MEETING” AND OTHER BACKGROUND INFORMATION.

In order to participate remotely and to vote at the Annual General Meeting, shareholders entitled to attend the Annual General Meeting must first send an e-mail to registrojuntas@dvc.cl, attaching the “Registration Form for Attendance to the Meeting”, which is included as Exhibit A hereto, together with the other information indicated therein.

2. VALIDATION OF SHAREHOLDER INFORMATION.

Considering that the shareholders entitled to participate in the Annual General Meeting are the persons who hold shares of the Corporation registered in the Shareholders’ Registry at midnight on April 12, 2023, as of April 13, 2023, DCV Registros S.A. will validate (i) that the shareholder is entitled to participate in the Annual General Meeting, (ii) that the “Registration Form for Attendance to the Meeting” has been correctly filled out, and (iii) that the background information that should accompany the same is complete.

DCV Registros S.A. may interact with the shareholder via e-mail in case it is necessary (for example: image not visible, document without signature, or other). If the information is not complete or is incorrect, DCV Registros S.A. may send the shareholder a warning e-mail, so that he/she may complete or correct the information, as appropriate, which in any case must be done before 2:00 p.m. on April 17, 2023.

3. SENDING OF ACCESS CODE.

All shareholders/proxy holders who are properly registered will receive an e-mail (to the e-mail address indicated in their "Registration Form for Attendance to the Meeting") containing the link and access code (control number) to attend the Annual General Meeting and access to vote electronically at the same (the "Access Code").

4. PARTICIPATION IN THE MEETING.

On the day and at the time of the Annual General Meeting, the shareholder/proxy holder must access the platform through the link provided in said e-mail, and enter the Annual General Meeting with his/her Access Code. The instructions for casting the vote electronically for the matters submitted for the consideration and decision of the Annual General Meeting are contained in the "Quick Guide to Electronic Voting for Shareholders' Meetings", which is included as Annex B of this document.

5. HELP DESK.

For any questions or doubts related to the registration process, or in case of any difficulties in logging in or other issues that may arise during the Annual General Meeting, you may contact us at 223939003 or by e-mail to registrojuntas@dcv.cl.

The electronic registration and voting services used are provided by DCV Registros S.A., a subsidiary of Depósito Central de Valores S.A.

EXHIBIT A

“Registration Form for Attendance to the Meeting”

REGISTRATION FORM FOR ATTENDANCE TO THE MEETING

Issuer

Shareholder:

Tax ID:

E-mail:

Telephone:

Do you volunteer to sign the Minutes of the Meeting?

 YES NO

In case of Proxy Representation. an image of the proxy defined by the Issuer, duly signed, must be attached. If endorsed, it must be sent on both sides.

If the representation is in a Public Instrument, it must be sent on both sides, and a Power of Attorney with Advanced Electronic Signature must be attached.

Attendee to the Meeting:

Tax ID:

E-mail:

Telephone:

In order for this Registration Form to be considered valid, **a valid Identity Card of the Shareholder and the Representative (if any)** must be enclosed on both sides.

The process to register with the Service must be completed before 2:00 p.m. on the business day prior to the meeting, and you will receive an e-mail containing the access code (control number) to attend the meeting and access to vote electronically, at a time to be determined by the issuer.

The Shareholder or proxy, as the case may be, is responsible for the care and proper use of the access codes and user identifiers received to operate in the System, not allowing breaches to the security or misuse of the system.

By virtue of the foregoing, you release DCVR from all liability for damages whose proximate or indirect cause is, inter alia, the loss, erroneous, improper or fraudulent use of user identifiers and respective passwords to access the System. This release includes any type of damage that may have occurred, whether monetary or reputational.

EXHIBIT B

“Quick Guide to Electronic Voting for Shareholders’ Meetings”

QUICK GUIDE
TO

ELECTRONIC VOTING FOR
SHAREHOLDERS'
MEETINGS



Introduction

The following is a Quick Guide for shareholders and proxy holders or representatives to use the Electronic Voting Service for shareholders' meetings to support the voting process they will carry out remotely.

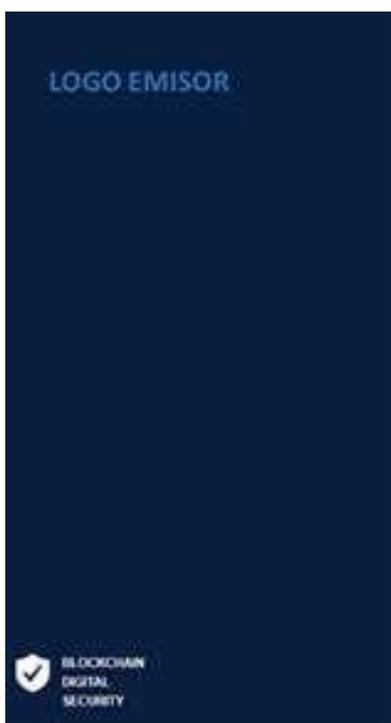
PURPOSE

Instruct Shareholders and proxy holders on how to use the platform and effectively cast electronic votes.

PROCEDURE

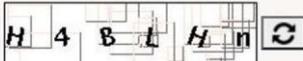
Shareholder / Traditional Proxy Holder

1. All Shareholders / proxy holders registered in the Electronic Voting Service will receive an e-mail (the latter, as specified in the Registration Form), which contains the control number or access PIN to attend the meeting and access to vote electronically. The system will be enabled 1 hour before the start of the event.
2. The Shareholder / proxy holder must access the platform through the access link provided in said email, and enter the respective meeting with the control number or access PIN provided and Captcha. After entering both fields, the main voting screen is accessed.



Bienvenido a Click&Vote

Número de control [¿Dónde puedo encontrar esto?](#)



[¿Tienes dificultades? Ayuda](#)

Contáctanos en innovacion@bolsadesantiago.com

3. The Shareholder will enter the respective Meeting, thus automatically registering his attendance to the latter. By clicking on "View Matters" you will be able to view the voting matters:

Shareholder Interface

Junta

Número de control: 160420710735
Acciones: 10,000.0000

Información relacionada

 Unirse a la Junta

Votación múltiple en todas las materias

| | | | |
|---|---|---|--|
|  Opción Predeterminada |  A favor en todo |  En contra en todo |  Abstenerse en todo |
|---|---|---|--|

O vota individualmente

[Ver materias](#)

Interface for Proxy Holder Representing more than one shareholder

If the proxy holder represents more than one shareholder, the voting options for each of the shareholders represented will be displayed. By clicking on "Vote" (Image 1) a new window will appear and by clicking on "View matters" (Image 2) you will be able to view the voting matters:

Image 1

Votación múltiple en sus posiciones restantes:

| | | | |
|---|---|---|--|
|  Opción Predeterminada |  A favor en todo |  En contra en todo |  Abstenerse en todo |
|---|---|---|--|

Lista de posiciones

Junta Demo Voto
Gloria Fernandez
Número de control: 580981867998
Acciones: 50.0000
📎 1 Documentos

Junta Demo Voto
Claudio Clark
Número de control: 609889931535
Acciones: 150.0000
📎 1 Documentos

Junta Demo Voto
Jose Perez
Número de control: 716528892916
Acciones: 300.0000
📎 1 Documentos

[Unirse a la Junta](#)

Image 2

Junta Demo
Gloria Fernandez
Número de control: 580981867998
Acciones: 50.0000

Información relacionada

[Unirse a la Junta](#)

Votación múltiple en todas las materias

| | | | |
|---|---|---|--|
|  Opción Predeterminada |  A favor en todo |  En contra en todo |  Abstenerse en todo |
|---|---|---|--|

O vota individualmente

[Ver materias](#)

ⓘ Ingrese su voto para todas las materia(s)/ candidato(s).

Interface for Proxy Holder representing a custodian

In the case that the proxy holder represents a custodian, the voting options will be displayed by clicking on “See subjects” with the possibility of distributing them in the different alternatives of each subject to be voted.

Junta Demo 3

Fecha de la junta: mi 18 nov. 2020 12:00 am EDT

Junta Demo CUSTODIOS

Banco Custodio 2
Número de control: 195852267358
Acciones: 1,000.0000

Información relacionada

[Unirse a la Junta](#)

Votación múltiple en todas las materias

| | | | |
|-----------------------|-----------------|-------------------|--------------------|
| Opción Predeterminada | A favor en todo | En contra en todo | Abstenerse en todo |
|-----------------------|-----------------|-------------------|--------------------|

O vota individualmente

[Ver materias](#)

Ingrese su voto para todas las materia(s)/ candidato(s).

Streaming link

4. If you are an individual shareholder, you can access the streaming link by clicking on “Join the Meeting” in the Related Information section. If you are a proxy holder representing more than one shareholder, by clicking on “Join the Meeting” you can access the streaming link to join the event plus other documents made available by the issuer.

Documentos

Para ver y / o imprimir los documentos en PDF, simplemente haga clic en el documento correspondiente a continuación para iniciar.

[Unirse a la Junta](#)

[Votar Ahora](#)

- 5. The Shareholder / proxy holder may cast his/her vote electronically for each matter or multiple votes:

Single vote:

← Regresar a la vista general

JUNTA

Número de control:
Acciones:

Información relacionada

[Unirse a la Junta](#)

Materias para aprobación de accionistas

1.

| | | |
|---|------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|---|------------------------------------|-------------------------------------|

2.

| | | |
|---|------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|---|------------------------------------|-------------------------------------|

3.

| | | |
|---|------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|---|------------------------------------|-------------------------------------|

4.

| | | |
|---|------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|---|------------------------------------|-------------------------------------|

5.

| | | |
|---|------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> A favor | <input type="checkbox"/> En contra | <input type="checkbox"/> Abstenerse |
|---|------------------------------------|-------------------------------------|

= Opción Predeterminada

Enviar voto

Multiple vote:

This functionality allows the voter to cast a vote For, Against or Abstain for all the matters to be dealt with in the vote of the meeting. Once the preference option has been selected, it is necessary to click on "Preview results", which will show the votes already selected:

Información relacionada

 [Unirse a la Junta](#)

Votación múltiple en todas las materias

| | | | |
|---|---|---|--|
|  Opción Predeterminada |  A favor en todo |  En contra en todo |  Abstenerse en todo |
|---|---|---|--|

Vista previa de resultados

Materias

1. La situación de la sociedad e informe de los auditores externos.

| | | |
|--|--|---|
|  A favor |  En contra |  Abstenerse |
|--|--|---|

2. Memoria, balance y estados de resultados del año 2020.

| | | |
|--|--|---|
|  A favor |  En contra |  Abstenerse |
|--|--|---|

3. Distribución de dividendo.

| | | |
|--|--|---|
|  A favor |  En contra |  Abstenerse |
|--|--|---|

4. Aprobación de las remuneraciones del directorio por el año 2020 y fijación de las mismas para el año 2021.

| | | |
|--|--|---|
|  A favor |  En contra |  Abstenerse |
|--|--|---|

 = Opción Predeterminada

Enviar voto

6. Next, it is necessary to click on "Send Vote" for the vote to be registered in the platform, and the following window will appear subsequently:

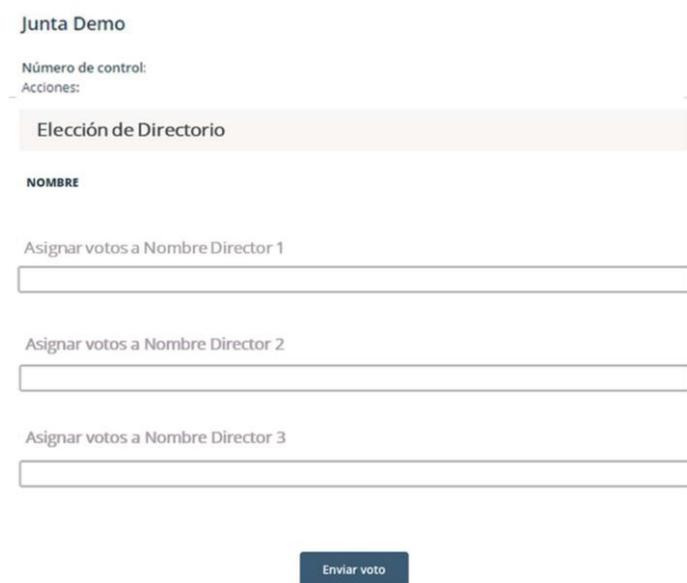
The screenshot shows a confirmation modal titled "Su voto ha sido enviado" (Your vote has been sent) with a hand icon. It displays the control number "# 580981867998". Below this, there are four buttons: "Seguir votando" (Continue voting), "Mirar cómo voté" (View how I voted), "Ingrese el nuevo número de control" (Enter the new control number), and "Cerrar Sesión" (Log out). A dark blue button labeled "Votar Posiciones Adicional" (Vote Additional Positions) is also present. At the bottom of the modal, there is a checkbox option: "Enviarme una copia de mi voto por correo electrónico" (Send me a copy of my vote by email). The background shows a list of matters with voting options: "A favor" (checked), "En contra" (unchecked), and "Abstenerse" (unchecked). An "Actualizar" (Update) button is at the bottom of the page.

7. If you wish to continue voting, click on this option, in order to make the system available to enter votes for the next matter.

This screenshot shows the voting interface for the next matter: "3. Distribución de dividendo." (Distribution of dividends). The voting options are "A favor" (checked), "En contra" (unchecked), and "Abstenerse" (unchecked). Below this, there is a legend: "■ = Opción Predeterminada" (Legend = Pre-determined option). The next matter is "4. Aprobación de las remuneraciones del directorio por el año 2019 y fijación de las mismas para el año 2020." (Approval of the remuneration of the board of directors for the year 2019 and setting of the same for the year 2020). The voting options are "A favor" (checked), "En contra" (unchecked), and "Abstenerse" (unchecked). The next matter is "5. Designación de auditores externos para el ejercicio 2020." (Designation of external auditors for the exercise 2020). The voting options are "A favor" (checked), "En contra" (unchecked), and "Abstenerse" (unchecked). At the bottom, there is a dark blue button labeled "Enviar voto" (Send vote).

Board of Directors Election Case

1. The Shareholder / proxy holder will enter the respective Meeting, automatically registering his/her attendance to the latter, and will be able to view the Election of Directors.
2. To vote, the shareholder/proxy holder must enter the desired number of shares in the text box below the candidate's name, being able to distribute his/her votes among 1 or more candidates:



Junta Demo

Número de control:
Acciones:

Elección de Directorio

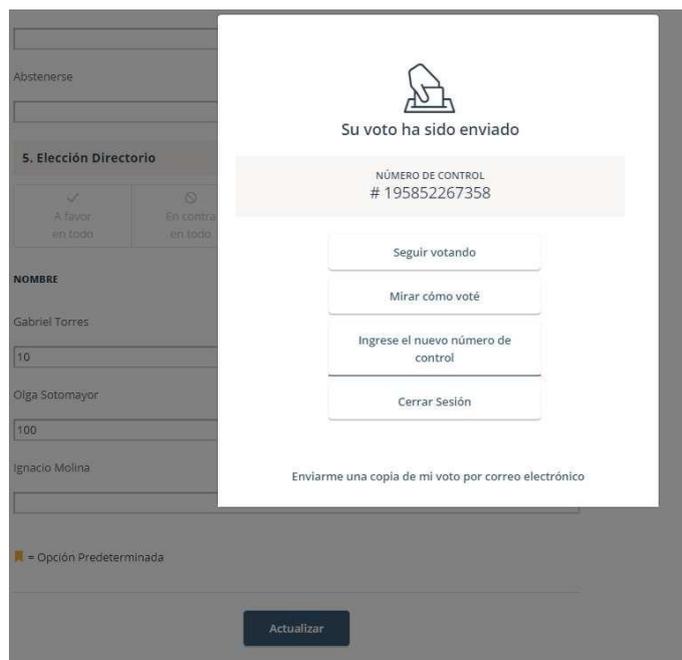
NOMBRE

Asignar votos a Nombre Director 1

Asignar votos a Nombre Director 2

Asignar votos a Nombre Director 3

3. Once the desired number of shares has been entered, it is required to click on "Send Vote" for the vote to be registered in the platform, and the following window will appear subsequently:



FAQs

Is there a recommended browser?

Yes, Google Chrome

What should I do in case the Internet is down on my device?

In case you have already logged in to the Meeting, your participation will be registered even if there is a disconnection. Likewise, in case you have voted, your vote will be immutably registered in Blockchain. Finally, you can re-enter the event with the same credentials if you have left the platform.

What should I do if I made a mistake when voting?

The platform allows you to modify your vote until the voting for that proposal closes. From that moment on, the vote is blocked to all participants

What should I do if I cannot log in?

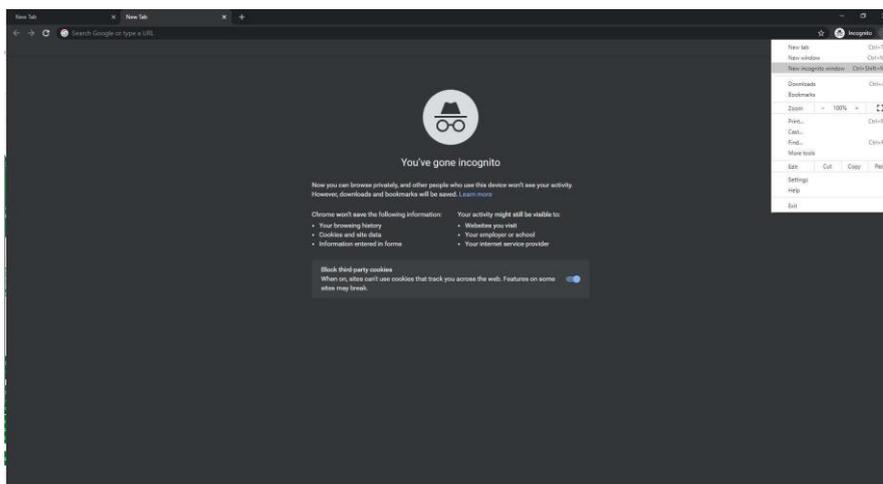
If the meeting has not started and you cannot log in, it is recommended to:

- Verify the entry of the pin received
- Check upper and lower case when entering the captcha.

- Update the captcha to be entered by clicking on the red highlighted box (below)



- Use the browser's private mode to enter the event. To access it, in the case of Chrome, it is necessary to click on the 3 dots at the top right, and select "New private window". Then, the URL of the event must be entered in the address bar.



- Use another browser to enter the event link.
- Enter through another device (computer, tablet, phone)

If the meeting has started and the issuer has decided to close access, it will be blocked for new logins.

Finally, if the login problem persists, it is recommended to contact the Executive responsible for the event for further information.

Where can I turn to if my problem remains unsolved?



If you still have any doubts and/or problems, please contact us at 223939003, or by e-mail at registrojuntas@dcv.cl.