

## **Terms and conditions of use for participation in email dissemination of the invitation to Annual Shareholders' Meetings of Evonik Industries AG**

### **1. Scope of application**

These terms and conditions of use ("Terms and Conditions") are applicable to all participants of email dissemination of the invitation to Annual Shareholders' Meetings of Evonik Industries AG.

### **2. Stability and availability of the Online-Service for Annual Shareholders' Meetings**

The technical and organizational measures we have taken to provide for the availability and performance of our Online-Service and data security conform to the latest standards. However, given the current state of the technology, fluctuations and disruptions in the availability, performance, stability and reliability of our Online-Service may occur. Evonik Industries AG has no control over the availability, performance, stability and reliability of the telecommunications network or the internet-services and network elements provided by third parties. Evonik Industries AG cannot guarantee, and does not accept liability for, the availability, performance, stability and reliability of the telecommunications network, the Online-Service and network elements provided by third parties, or the uninterrupted access to our Online-Service. Furthermore, Evonik Industries AG does not accept responsibility whatsoever for errors and defects in the hardware and software used for the Online-Service, including hardware and software of the service companies involved, provided there has been no intentional wrongdoing or gross negligence. If security concerns make it appear necessary for Evonik Industries AG, we reserve the right to suspend or discontinue our Online-Service without further notice. If you experience any technical problems, please contact the shareholders' hotline which is available from Monday to Friday from 8 a.m. to 6 p.m. (except on public holidays) on telephone number +49 1802 – 739 376 (€ 0.06 per call from the landline network of Deutsche Telekom, call charges from German mobile networks max. € 0.42 per minute).

### **3. Notes on data protection**

The security of your personal data and the protection of your privacy are a top priority for us. We ensure this with methods for secure data communication that comply with state-of-the-art technology.

Your data is stored, processed and used in the course of operating the Online-Service for Annual Shareholders' Meetings, exclusively for the following purposes:

- Registration for email dissemination of the invitation to Annual Shareholders' Meetings
- Online inspection and change of your address data in the share register
- Online ordering of entrance tickets to the Annual Shareholders' Meetings
- Online authorization of the voting proxies designated by Evonik Industries AG or banks or shareholders' associations participating in the Online-Service or a third person of your choice to vote on your behalf, if applicable, with the corresponding instructions

In order to comply with the requirements under German stock corporation law to supply evidence, we will archive the data that you provided online when authorizing the voting proxies designated by Evonik Industries AG to vote on your behalf together with the corresponding voting instructions (under conditions protected against access) for a period of three years.

### **4. Registration for email dissemination of the invitation to Annual Shareholders' Meetings**

We need your express consent in order to be able to send the invitation to the Annual Shareholders' Meetings of Evonik Industries AG by email to you. You can provide this consent via our Online-Service for Annual Shareholders' Meetings when registering for email dissemination of the invitation to Annual Shareholders' Meetings.

If you successfully complete your registration no later than approximately seven weeks prior to an Annual Shareholders' Meeting of Evonik Industries AG, you will receive the invitation to the upcoming Annual Shareholders' Meeting of Evonik Industries AG at your designated email address. Later registrations will only be valid for the following Annual Shareholders' Meeting. In the meantime you will receive the related invitation by regular mail at your address listed in the share register.

Please contact the shareholders' hotline, which is available from Monday to Friday from 8 a.m. to 6 p.m. (except on public holidays) on telephone number +49 1802 – 739 376 (€ 0.06 per call from the landline network of Deutsche Telekom, call charges from German mobile networks max. € 0.42 per minute), if you do not

receive the invitation to the Annual Shareholders' Meeting by email timely, although you have registered for this service.

## **5. Providing your registration data**

### **Email address**

Please provide an email address that you use regularly. If we receive an error message indicating that the email was technically undeliverable, we will resend the invitation by regular mail to your address listed in the share register. Moreover, each shareholder is responsible for ensuring that the designated email address is capable of receiving emails and that incoming emails are read. If your email address changes, please inform us via the Online-Service ([www.evonik.com/asm-services](http://www.evonik.com/asm-services)).

### **Access password**

To register for email dissemination of the invitation to Annual Shareholders' Meetings, you must choose a personal access password. Please make sure to keep this password secret. You will need it in the future not only to change your registration data, to inspect your data in the share register, but also to apply to attend the Annual Shareholders' Meetings and to notify us of a change in your regular postal address.

### **Encryption option for the email dissemination**

Generally, emails which you receive from us are not encrypted, since with the exception of your shareholder number they do not contain any personal information. Particularly, we do not send any access password by email, except you request expressly to send a temporarily valid access password. Nevertheless, we offer to send our emails in an encrypted form. In that case, you will need to provide us in the Online-Service with a so called "public key" and use an appropriate encryption software which allows you to generate such public key.

### **Group of persons / partnerships / legal entities**

Please note that when shareholders are entered in the share register as a group of persons (e.g. married couples), partnership or legal entity, the person conducting the registration or makes changes to the registration data must be authorized to do so by all members of the group of persons or the partnership/legal entity for whom that person is acting or have corporate power of representation for the legal entity/partnership.

## **6. Application to attend the Annual Shareholders' Meeting after registration**

Once you have registered for email dissemination, we will no longer automatically send you a printed application form for the Annual Shareholders' Meeting. You may apply to attend by using the Online-Service for Annual Shareholders' Meetings. There you can order entrance tickets for yourself or third parties to attend the Annual Shareholders' Meeting or authorize the voting proxies designated by Evonik Industries AG or banks or shareholders' associations participating in the Online-Service as proxy to vote on your behalf.

For the authorization of a bank or shareholders' association, it has to be distinguished between those banks and shareholders' associations participating in the Online-Service and those that do not participate:

- a) You can authorize banks or shareholders' associations participating in the Online-Service via the Online-Service at [www.evonik.com/asm-services](http://www.evonik.com/asm-services) as proxy. Please select "Authorization of and, if appropriate, instructions to a bank or shareholders' association".
- b) If you want to authorize via the Online-Service a bank or shareholders' association that does not participate in the Online-Service to vote on your behalf, you must request an entrance ticket by selecting the "Request for entrance ticket(s)" button. You will then have two options:
  - You can have the entrance ticket sent directly to a bank or shareholders' association. To do this, please choose "Entrance ticket request for a proxy" in the Online-Service.
  - You can use the Online-Service to have the entrance ticket sent to your own address or to print out your entrance ticket yourself and then authorize a bank or shareholders' association to vote on your behalf. In this case, you may complete the proxy authorization form on the entrance ticket and send the entrance ticket to the authorized representative. Please ask for deviating modalities of granting proxy authorizations directly at your bank or shareholders' association.

Please note that many banks are no longer willing to act as proxy. Please contact your bank first to avoid your voting rights being lost.

If you want to authorize a bank, a shareholders' association or a third person of your choice outside the Online-Service we can also send you a proxy authorization form upon request. In this case, please contact the shareholders' hotline which is available from Monday to Friday from 8 a.m. to 6 p.m. (except on public holidays) on telephone number +49 1802 - 739 376 (€ 0.06 per call from the landline network of Deutsche Telekom, call charges from German mobile networks max. €

0.42 per minute) or send a letter to Evonik Industries AG, c/o ADEUS Aktienregister-Service GmbH, Postfach 57 03 64, 22772 Hamburg or send an email to [hv-service.evonik@adeus.de](mailto:hv-service.evonik@adeus.de).

## **7. Changing your registration data; withdrawal of consent**

Our Online-Service for registration to email dissemination of invitations to the Annual Shareholders' Meetings is available throughout the year at [www.evonik.com/asm-services](http://www.evonik.com/asm-services). Via the Online-Service you can change your email address, the encryption option for email dissemination, or your access password. Furthermore you can also withdraw your consent to email dissemination of invitations to Annual Shareholders' Meetings at any time.

If you withdraw your consent to email dissemination of invitations to Annual Shareholders' Meetings, you will receive the invitation to the Annual Shareholders' Meetings by regular mail again in future. In principle, it is possible to withdraw your consent at any time. However, if the change of your email address or the withdrawal occurs after the technical preparations relating to the dissemination of invitations to the Annual Shareholders' Meetings have already begun, the change or withdrawal will only apply to the Annual Shareholders' Meeting following thereafter. In the meantime you will receive the related invitation to the Annual Shareholders' Meeting by email at the address you provided.

## **8. Intermediate disposal of your Evonik shares**

If you have disposed all of your Evonik shares between two Annual Shareholders' Meetings of Evonik Industries AG and then acquire shares in Evonik Industries AG again up to around seven weeks before the next Annual Shareholders' Meeting of Evonik Industries AG, then the consent you had provided to participate in email dissemination of invitation to Annual Shareholders' Meeting before you disposed all of your shares will continue to apply.

About seven weeks before each Annual Shareholders' Meeting, we check which individuals, registered for email dissemination, are listed with shares in the share register in order to prepare for the dissemination of invitations to Annual Shareholders' Meetings. If you have no shares listed in the share register at this point, your consent for email dissemination of invitations to Annual Shareholders' Meetings is cancelled automatically. If you acquire Evonik shares again at a later date, you will receive the invitation to the Annual Shareholders' Meeting of Evonik Industries AG by regular mail.

## 9. Changes to the Terms and Conditions

We will notify you of any changes regarding these Terms and Conditions via the email address that you provided for email dissemination of invitation to Annual Shareholders' Meetings. Any changes will be deemed to have been accepted, if you do not object in writing or revoke your consent to participation in email dissemination of invitation to Annual Shareholders' Meetings via our Online-Service within one month of receiving the email in which you were informed of the changes. We will draw your attention to this consequence when we inform you of any changes.

You can send your objection in writing to Evonik Industries AG, c/o ADEUS Aktienregister-Service-GmbH, Postfach 57 03 64, 22772 Hamburg, Germany, or send an email to [hv-service.evonik@adeus.de](mailto:hv-service.evonik@adeus.de). You will meet the deadline if you send your objection timely. You can also withdraw your consent to email dissemination of invitation to Annual Shareholders' Meetings at any time via our Online-Service ([www.evonik.com/asm-services](http://www.evonik.com/asm-services)).

Amendments to, or changes of these Terms and Conditions are particularly likely if we expand the technical capability of the Online-Service or if we intend to take account of changes in regulations, in particular provisions relating to German stock corporation law. It is thus necessary for these Terms and Conditions to apply uniformly to all those who registered for email dissemination of invitations to Annual Shareholders' Meetings. If you therefore object to an amendment to or change of the Terms and Conditions, we will treat your objection simultaneously as a withdrawal of your participation in email dissemination of invitation to Annual Shareholders' Meetings. From that point onward, you will once again receive your invitation to the Annual Shareholders' Meetings of Evonik Industries AG by regular mail.