



**HANDBOOK FOR THE PARTICIPATION OF  
LOG COMMERCIAL PROPERTIES E PARTICIPAÇÕES S.A.  
ANNUAL SHAREHOLDERS' MEETING  
TO BE HELD ON APRIL 30, 2019**

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**LOG COMMERCIAL PROPERTIES E PARTICIPAÇÕES S.A.**

*Publicly-Held Company*

CNPJ/MF nº 09.041.168/0001-10

NIRE 31.300.027.261

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LOG COMMERCIAL PROPERTIES E PARTICIPAÇÕES S.A.  
ANNUAL SHAREHOLDERS' MEETING  
TO BE HELD ON APRIL 30, 2019**

**I. Invite**

**Log Commercial Properties e Participações S.A.** ("Company" or "Log") invites its shareholders to attend the annual general and extraordinary meeting, to be held on April 30, 2019, at 10:00 AM, at the Company's head office, located at Avenida Professor Mário Werneck, 621, 10º floor – complex 2, Estoril District, Zip Code 30455-610, in the city of Belo Horizonte, Minas Gerais State, in order to deliberate on the material defined in the call notice ("AGEM").

In order to facilitate and encourage the participation in the AGEM, the Company will provide through the worldwide computer network the information and documents under Law 6404, dated December 5, 1976, as amended ("Law 6404/76") and the Instruction No. 481 of the Brazilian Securities and Exchange Commission ("CVM"), dated December 17, 2009, as amended ("CVM Instruction 481").

Please feel free to examine the Management Proposal and other documents related to the AGEM on the Investor Relations page at Log website (<http://ri.logcp.com.br>), at CVM website ([www.cvm.gov.br](http://www.cvm.gov.br)), at B3 S.A. – Brasil, Bolsa, Balcão ("B3") website (<http://www.b3.com.br>) and at the Company's head office.

The Investor Relations department remains at your disposal to clarify any doubts or questions regarding the material contained in this Handbook.

Very truly yours,

**Felipe Enck Gonçalves**  
Investor Relations Officer

## **II. AGEM**

Although all of the Company's shareholders are allowed to attend, participate, discuss and give their opinion, the AGEM will only be opened on first call with the attendance of shareholders representing not less than one fourth (1/4) of the voting stock, pursuant to article 125 of Law 6404/76

If the AGEM is not opened on first call due to the absence of the required quorum, as set out above, another call notice shall then be made not less than eight (8) days in advance. The AGEM shall be opened on second call with the attendance of any number of the Company's shareholders.

We emphasize that approval of the subject-matters analysed at the AGEM will depend on the affirmative vote casted by the majority of the attending voting shareholders, whereas abstentions shall not be considered, pursuant to article 129 of Law 6404/76

## **III. Information for participation in the AGEM**

As the AGEM will address matters that are sensitive to both the Company's and your interests, only those who prove themselves as shareholders or stockholder's representatives will be allowed to participate in the meeting, pursuant to applicable legislation, i.e. article 126 of Law 6404/76

Under article 126 of the Law 6404/76, in order to attend the AGEM, the shareholders must present to the Company, with 48 (forty-eight) hours in advance to the attention of the Investor Relations Department at the Company's head office, the following documents:

- (i) proof of ownership of the stock issued by the institution responsible for bookkeeping of the Company's stock, which, it is advisable, has been issued, at least, 2 (two) days prior to the date of holding the AGEM;
- (ii) power of attorney, in case of attendance through a representative, with recognized firm; and
- (iii) corporate acts evidencing the powers of legal representative as mentioned below.

The representative of the individual shareholder shall submit a certified copy of the following documents, duly registered with the competent body (Civil Registry Office of Legal Entities or Board of Trade, as the case may be):

- (i) consolidated, updated and valid articles of association or bylaws; and
- (ii) corporate instrument for election of the officer that (a) attends the ASM as the representative of the referred legal person, or (b) grants a power of attorney to a third party to represent the corporate shareholder.

The shareholder or his legal representative must attend the AGOE with a document with a recent photo and national validity that proves his identity, and may be:

- (i) general register identity card (RG) issued by an authorized body;
- (ii) foreigner's identity card (RNE) issued by an authorized body;
- (iii) valid passport issued by an authorized body;

- (iv) valid class identity card for legal purposes, issued by an authorized body (OAB, CRM, CRC, CREA); or
- (v) national driver's' license (CNH).

As to investment funds, unitholders shall be represented at the AGEM by the investment advisor, subject to the provisions set forth in the fund regulation in connection with the holder of powers to exercise the voting right of the shares and assets in the fund portfolio. In this case, the representative of the investment advisor, in addition to the abovementioned corporate documents related to the investment advisor, shall submit a simple copy of the consolidated fund regulation, updated and in effect, duly registered with the competent body.

In relation to the attendance through a proxy, the representation powers to attend the AGEM shall have been granted less than 1 (one) year before, as set forth in article 126, Paragraph One of the Law 6404/76.

In addition, as set forth in article 654, Paragraph One and Paragraph Two of Law nº 10,406, dated January 10, 2002, as amended ("Civil Code"), the power of attorney shall indicate the place where it was granted, the full qualification of the grantor and grantee, the date and purpose of the grant, including the designation and extent of the powers conferred upon, containing the notarization of the grantor's signature.

It shall be pointed out that (i) the natural persons that are the Company's shareholders shall only be represented at the AGEM by a proxy who is the Company's shareholder or officer, attorney or financial institution, as set forth in article 126, Paragraph One of the Law 6404/76; and (ii) the legal persons that are the Company's shareholders can be, pursuant to CVM's decision within the scope of Case CVM RJ2014/3578, judged on November 4, 2014, be represented by a proxy retained in conformity with their articles of association or bylaws, and in accordance with the rules of the Civil Code, without the need of such person being the Company's officer, shareholder or attorney.

The shareholders' documents issued abroad shall be (i) notarized by a Public Notary, (ii) legalized by the Consulate, or apostille form, in the cases of documents issued by signatory countries of the Convention Abolishing the Requirement of Legalization for Foreign Public Documents (Apostille Convention) of October 5, 1961; (iii) translated by a sworn translator enrolled in the Board of Trade; and (iv) registered in the Registry Office of Deeds and Documents, pursuant to the prevailing legislation.

It shall be stressed that shareholders can attend the AGEM even if they do not previously deliver the documents above, it being sufficient to submit such documents at the beginning of the AGEM, as set forth in Paragraph Two, article 5 of ICVM 481.

However, the shareholders who elect to exercise their distant voting right at the AGEM by filling out the distant voting instruments released by the company, pursuant to item 5 hereof, shall submit the documents referred to in item 4 together with the distant voting instruments duly filled out, according to the filling-out instructions contained below.

Before the beginning of the AGEM, the shareholders or shareholders' representatives shall sign the book of shareholders' attendance, indicating their name, nationality, and place of residence, as well as the number, type and class of shares held by them, as set forth in article 127 of the Law 6404/76.

#### IV. Distant Voting Instrument

Shareholders choosing to cast their votes remotely in the AGEM shall fill out the distant voting instruments made available by the Company and indicate if they wish to approve, reject or abstain from voting the resolutions described in the referred instruments, subject to the following procedures:

##### Submission of instruments directly to the Company

After filling out the instrument, the shareholders shall send, through a mail to the address of the Company's office located in the City of Belo Horizonte, State of Minas Gerais, at the extension of Avenida Professor Mário Werneck, No. 621, 10th floor, Room 2, Estoril district, ZIP Code 30.455-610, to the care of the Company's Investor Relations Department, or to the email [ri@logcp.com.br](mailto:ri@logcp.com.br), **up to April 24, 2019**, inclusive, the following documents:

- (i) a counterpart of the distant voting instrument concerning the AGEM, with all fields duly filled out, all pages initialed and the last page signed by the shareholder or its legal representative(s), with proper notarization of the instrument signatory's signature; and
- (ii) certified copy of valid identity document of the shareholder or its legal representative(s) signing the instrument, as mentioned below:
  - a. Natural Person: identification card with recent photo and national validity (a) General Register Identity Card (RG) issued by an authorized body; (b) Foreigner's identity card (RNE) issued by an authorized body; (c) valid passport issued by an authorized body; (d) Valid class identity card for legal purposes, issued by an authorized body (OAB, CRM, CRC, CREA); or (e) National Driver's License (CNH) of Shareholder or its legal representative, when represented by attorney-in-law, certified copy of the document evidencing the powers of legal representation;
  - b. Legal Person: identification card with recent photo and national validity (a) General Register Identity Card (RG) issued by an authorized body; (b) Foreigner's identity card (RNE) issued by an authorized body; (c) valid passport issued by an authorized body; (d) Valid class identity card for legal purposes, issued by an authorized body (OAB, CRM, CRC, CREA); or (e) National Driver's License (CNH) of the legal representative, consolidated, updated and valid articles of association or bylaws, and relevant corporate acts evidencing the powers of legal representation, as mentioned below; and
  - c. Investment Fund: identification card with recent photo and national validity (a) General Register Identity Card (RG) issued by an authorized body; (b) Foreigner's identity card (RNE) issued by an authorized body; (c) valid passport issued by an authorized body; (d) Valid class identity card for legal purposes, issued by an authorized body (OAB, CRM, CRC, CREA); or (e) National Driver's License (CNH) of the legal representative; consolidated, updated and valid fund regulation; administrator's, or fund manager's, valid articles of association or bylaws, as the case may be, subject to the fund's voting policy; and relevant corporate acts evidencing the powers of legal representation.

Pursuant to article 21-U of ICVM 481, the Company shall communicate to shareholders, by sending an e-mail to electronic address informed by the shareholders at the distant voting instruments, within a period of three (3) days counted from its receipt, on the validity of the distant voting instruments and the documents accompanying it. The Company shall communicate to shareholders, within the same period, the possible need to rectify or resend the instruments and/or the documents accompanying it, describing, in this opportunity, the procedures and terms necessary to the regularization of the distant voting instrument.

### **Submission of instruments through service providers**

As prescribed by article 21-B of ICVM 481, in addition to sending the distant voting instruments directly to the Company, the shareholders can send distant voting instruments filling-out instructions to the service providers qualified to provide distant voting instruments filling-out instruction collection and transmission services, provided that such instructions are sent **up to April 24, 2019.**

Hence, the voting instructions can be sent through the custody agent of the holders of the Company's shares that are deposited in a central depository company or, if the shares are held in a book-entry environment, through Banco Bradesco S.A.

The custody agent and Banco Bradesco S.A. shall verify the voting instructions provided by the shareholders, but shall not be responsible for verifying the eligibility of the shareholder to exercise the voting right, which function shall be exercised by the Company.

The shareholders shall contact their respective custody agents or Banco Bradesco S.A., as the case may be, to verify the procedures established by them for the issuance of the voting instructions through instruments, as well as the documents and information required for this purpose. Such service providers shall inform to shareholders the receipt of the voting instructions or the need to rectify or resend, and shall provide for the applicable procedures and deadlines.

Pursuant to ICVM 481, any voting instructions that differ from the same resolution and that have been issued by the same shareholder shall be disregarded, it being considered, for such purpose, the number of the Individuals Taxpayers' Registry or the National Register of Legal Entities of the Ministry of Economy.

As the provision of the service of collecting and transmitting distant voting report instructions is optional for the custody agents, we recommend that the shareholder verify if the custodian is qualified to provide the referred service. In case the respective custodian does not provide the referred service, the shareholder shall have the option to send its distant voting instruments and the applicable documents directly to Banco Bradesco S.A. or the Company itself. The Company is not responsible for the communication between the shareholder and its respective custodian.

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