



**ORDINARY AND EXTRAORDINARY SHAREHOLDERS MEETING
ON APRIL 20, 2023.**

LATAM AIRLINES GROUP S.A.

Public Company
Securities Registry N° 306

REMOTE PARTICIPATION INSTRUCTIONS

As informed in material fact dated March 27, 2023 and by means of the notice published in the newspaper "La Tercera", the Board of Directors of LATAM Airlines Group S.A. (the "Company"), in accordance with the provisions of General Rule No. 435 and Circular No. 1,141 and 1,149 of the Financial Market Commission (the "CMF"), approved the implementation and use of technological means at the Ordinary Shareholders' Meeting of the Company to be held on Thursday, April 20, 2023 at 11:00 a.m., and at the Extraordinary Shareholders' Meeting to be held immediately following the previous one (the "Meetings"). Said technological means, which will allow the remote participation and voting of shareholders or their representatives, will guarantee the identity of those participating in the Meetings and will safeguard the principle of simultaneity or secrecy of the votes taken at the Meetings.

I. WHEN AND HOW TO OBTAIN ACCREDITATION PRIOR TO THE MEETINGS?

In order to participate in the Meetings remotely, shareholders must register by sending an e-mail to registrojuntas@dvc.cl until 3:00 p.m. on Wednesday, April 19, 2023¹, stating their interest in participating in the Meetings and attaching the following information:

1) In the case of shareholders who are natural persons and act on their own behalf:

- a) A copy of both sides of the shareholder's valid identity card or passport; and
- b) The Participation Application Forms, duly signed, which are available at the links on the Company's website, <https://www.latamairlinesgroup.net/news-releases/news-release-details/shareholders-meeting-13> and <https://www.latamairlinesgroup.net/news-releases/news-release-details/extraordinary-shareholders-meeting-3>

¹ Shareholders are requested to send the requested background information in advance, so as not to generate delays and thus make it possible to hold the Meetings. In case of any inconvenience, please contact the Company with due notice, in order to take the measures within reach, taking into account that the coordination of a Meeting to be held virtually requires, due to the systems available, high standards of compliance.

2) In the case of shareholders who are natural persons, but who will act through a representative:

- a) Copy of both sides of the valid identity card or passport of the shareholder and of the representative who will act in the Meetings;
- b) The power of attorney to appear at the Meetings²; and
- c) The duly signed Participation Application Forms, which are available at the links on the Company's website, <https://www.latamairlinesgroup.net/news-releases/news-release-details/shareholders-meeting-13> and <https://www.latamairlinesgroup.net/news-releases/news-release-details/extraordinary-shareholders-meeting-3>

3) In the case of shareholders who are legal entities, but who will act through a representative:

- a) Copy on both sides of the valid identity card or passport of:
 - i. the legal representative(s) of the legal entity with powers to delegate their representation for participation in the Meetings; and
 - ii. the representative who will participate in the Meetings in representation of the shareholder legal entity;
- b) Deed of the current legal personality of the legal representatives of the legal entity (shareholder), in notarized copy with advanced electronic signature, unless the representatives are duly registered with DCV Registros;
- c) The power of attorney to appear at the Meetings³; and
- d) The Participation Application Forms, duly signed, which are available at the links on the Company's website, <https://www.latamairlinesgroup.net/news-releases/news-release-details/shareholders-meeting-13> and <https://www.latamairlinesgroup.net/news-releases/news-release-details/extraordinary-shareholders-meeting-3>

Once the background information is received by e-mail, DCV Registros -the entity in charge of the accreditation process- will verify the integrity of the above mentioned documents and their validity. In case of omission, error or non-validity of any required

²⁻³ The power of attorney is available for download at <https://www.latamairlinesgroup.net/news-releases/news-release-details/shareholders-meeting-13> and <https://www.latamairlinesgroup.net/news-releases/news-release-details/extraordinary-shareholders-meeting-3>



document, DCV Registros will request the shareholder, by e-mail, to regularize the situation as soon as possible. Otherwise, the shareholder will receive an e-mail confirming that the accreditation process has been successfully completed.

If you have any doubts or questions, please contact registrojuntas@dcv.cl or the call center (+562 2393 9003) during business hours from Monday to Thursday from 9:00 to 17:00 hours, and Friday and holiday eves from 9:00 to 16:00 hours.

II. HOW AND WHEN WILL YOU RECEIVE THE LINK (LINK) TO ACCESS THE MEETINGS?

Upon successful completion of the accreditation process, accredited shareholders or proxies (the "Participants") will receive the email and link indicated below.

- Click & Vote Voting Platform - Link

DCV Registros (through the email address @bolsadesantiago.com), as of 8:00 p.m. on Wednesday, April 19, 2023, that is, the day before the Meeting, will send each Participant an email with the access link (the "Link") and an access code (control number or PIN) to connect to the Click & Vote electronic voting platform provided and managed by DCV Registros.

III. HOW AND WHEN TO ENTER THE PLATFORMS ON THE DAY OF THE MEETINGS?

Participants must access the Click & Vote voting platform through the Link on the same day of the Meetings, from 9:30 a.m. to 10:50 a.m. at the latest.

Then, from the voting platform, they must enter the Zoom videoconference platform.

Important Note: In this way, Participants who have not entered the platforms before 10:50 a.m. on Thursday, April 20, 2023 will not be able to participate in the Meetings nor will they be part of the attendance quorum.

To access the voting platform, you must enter the Link where the Click & Vote platform will be presented, requesting you to fill in two fields for the entry of information. In the first field, you must enter the access code (control number or PIN) that you have received by e-mail, while in the second field you must enter the Captcha code that will be displayed on the screen (with respect to the latter, be especially careful to mark the letters in upper or lower case, as appropriate, or update the code until a more legible one is displayed). The time to vote through this Click & Vote voting platform will be expressly indicated during the Meetings, and its use will be limited to those matters and only for the period of time indicated at the Meetings.



To access the Zoom videoconference platform, Participants must, from the Click & Vote platform, click on the "Join the Meeting" link located (i) in the Related Information section, if they are an individual shareholder; and (ii) after clicking on "View all Documents", if they are a proxy representing more than one shareholder. With this, they will be allowed to join the Zoom videoconference platform, entering the Waiting Room, where a Company assistance team will contact and validate them. For this process, they may be asked to show their identity card or passport used for accreditation.

Before the start of the Ordinary Meeting, the Company will send those Participants who have been duly validated in the Waiting Room to the Main Room. The Meeting will be held in the Main Meeting Room.

Once the Ordinary Shareholders' Meeting has begun, the Company will review and count the attendance of the participants previously accredited and who have complied with the deadlines and processes for admission to the Remote Meetings, as described in these instructions, thus closing the attendance quorum for the Ordinary Shareholders' Meeting. Likewise, once the Ordinary Shareholders' Meeting has ended, the Company will conduct a new review and count of the attendance of the participants previously accredited and who have complied with the deadlines and processes for admission to the Remote Meetings, described in these instructions, thus closing the attendance quorum for the Extraordinary Shareholders' Meeting.

Participants must remain connected at all times to the voting and videoconference platforms, that is, during the admission and validation process in the Waiting Room and then during the development of the Meetings in the Main Meeting Room.

If you have any doubts or queries, please contact registrojuntas@dcv.cl or the call center (+562 2393 9003) during business hours from Monday to Thursday from 9:00 a.m. to 5:00 p.m., and Fridays and holiday eves from 9:00 a.m. to 4:00 p.m.

IV. HOW AND WHEN TO PARTICIPATE DURING THE MEETINGS?

At 11:00 a.m. on April 20, 2023, the Company will officially start the Ordinary Meeting, in the Main Room through the Zoom videoconference platform, as indicated in the previous paragraphs.

The Participants will be able to express themselves at the Meetings to approve or reject the matters submitted to their vote by the simplified system (voting by acclamation or viva voce, as this system is explained in section V below). For this purpose, the Administrator will, on each occasion, collectively activate the audios of the Participants so that those who wish to approve or reject expressly say so.

Additionally, in cases other than such voting, the Participants may ask to speak when they are given the opportunity to do so at the Meetings. For the latter, they are requested, for a better development of the Meetings, to preferably do so using the



"Raise hand" and "Lower hand" options in the videoconference platform, located in the "Participants" section of the main bar at the bottom of the screen.

V. HOW TO VOTE

The following mechanisms shall be used for voting at the Meetings:

1) **Simplified mechanism:** First, in accordance with Article 62 of the Corporations Law, and to the extent that there is unanimous approval of the shareholders present at the Meetings, it is possible to omit the individual vote on one or more matters, and proceed to vote on them by acclamation or by voice vote and record in the minutes the votes abstaining or rejecting the matter subject to scrutiny, in the event that the matter is approved; or to record the votes abstaining or approving the matter, in case it is rejected.

2) **Online voting:** in the event that, with respect to one or more matters, the Boards do not approve the simplified mechanism of number 1) above, voting shall be carried out through the Click & Vote electronic voting platform, the implementation of which shall safeguard the principle of simultaneity or secrecy of voting. The detailed instructions for the use of this voting system are included in the Annex.

VI. PARTICIPATION OF THE CMF

In the event that any representative of the CMF confirms his/her attendance to the Meetings, by e-mail addressed to registrojuntas@dcv.cl, the Company will send him/her in response an e-mail with the Link (for which he/she must follow the same procedure as in section II above), which will allow him/her to access the Click & Vote voting platform and the Zoom videoconference platform and thus participate and vote in the Meetings remotely.