

PROCEDURE FOR THE IMMOBILIZATION OF SHARES AND REGISTRATION IN DECEVAL

For the immobilization of shares and registration in DECEVAL, shareholders must carry out the procedure through a brokerage firm (the "Stockbroker") that manages their securities or the stockbroker where they decide to register with. The documents required for the process are the following:

- A letter signed by an authorized signature of the Stockbroker Company, addressed to FIDUCIARIA BANCOLOMBIA, requesting to certify the shares to be registered in DECEVAL depository.
- If the physical security of Almacenes Éxito S.A. is yellow, copies must be enclosed; if the security is green, the original security must be enclosed for updating.
- Copy of the shareholder's ID.
- Copy of the securities administration contract, signed by the shareholder and the Stockbroker Company that will receive the shares.
- Legal Entity: Copy of the identity card of the legal representative and Chamber of Commerce Certificate issued no more than 3 months.

It is important to keep in mind that for securities to enter the depository, shareholders must not have pending dividend payments.

The previous documents can be delivered to Fiduciaria Bancolombia in **Medellín** at the Shareholder Service Center, Avenida Los Industriales Carrera 48 No. 26 – 85. South Tower, First Floor – Sucursal Puerta del Río. Tel: (4) 4447231 option 2.