



RULES OF PROCEDURE FOR THE 2020 ANNUAL MEETING OF STOCKHOLDERS

1. Polls will be open for voting from the time the meeting is called to order until the announcement that the polls are closed. If you are a stockholder of record or if you hold a legal proxy and wish to vote at this meeting, or change your previously submitted vote, you may do so by clicking the 'vote' button on the virtual meeting page. If you have voted in advance of the meeting, your previous vote will be recorded and you do not need to take any further action.
2. Questions and comments relating specifically to matters being voted on at the meeting may be asked after the proposals set forth in the proxy statement have been introduced. Statements regarding the stockholder proposals included in the proxy statement, and other comments and questions by a stockholder, can be sent via the 'ask a question' box on the virtual meeting page.
3. A general question and answer session will be held after the Company's presentation. Please limit questions to those of general interest to stockholders. When submitting questions, please be concise. Discussion of any one topic or subject matter may be limited at the discretion of the Company. Questions and comments by a stockholder can be sent via the 'ask a question' box on the virtual meeting page.
4. The Secretary or Chair shall have the authority necessary to preside over the meeting and may make any and all determinations with respect to the conduct of the meeting and procedures to be followed during the meeting.