# VIRTUAL MEETING USER GUIDE

**What you need to know**

Baytex Energy Corp. will be holding its Annual and Special Meeting of Shareholders to be held on May 15, 2023 virtually.

As a shareholder or duly appointed proxyholder of Baytex Energy Corp. you are able to attend, participate and vote at the meeting online using your computer, tablet or smartphone.

**Notice to Beneficial (Non-Registered) holders**

Beneficial, or Non-Registered holders (shareholders who hold their shares through a financial intermediary) who have not duly appointed themselves as proxy holder will not be able to attend or participate at the meeting.

If you are a beneficial shareholder and you wish to participate at the meeting, you will need to appoint yourself as proxy holder by following the instructions on in the information circular and then sending an email to baytex@odysseytrust.com to obtain your login credentials.

**Participation at the Meeting**

The virtual meeting is compatible on most devices using the latest version of Chrome, Firefox, Safari, Edge or Internet Explorer 11. Registered Holders, Duly Appointed Proxy Holders and Guests are welcome to attend the meeting, but guests cannot participate or vote.

**Login Information**

**Meeting URL  https://web.lumiagm.com/287416586 | Meeting ID: 287416586| Password: baytex2023**

**Username: See below for Registered Holders or Duly Appointed Proxy Holders**

**Registered Holders**

The 12 digit control number located on the reverse of your form of proxy acts as your username. If you have appointed a 3rd party as your proxy appointee to attend the meeting, you will need to email Odyssey Trust Company at baytex@odysseytrust.com to register the appointment in order for them to receive a username.

**Duly Appointed Proxy Holders**

Odyssey will provide, via email, the login credentials to appointed proxy holders provided the appointment was registered correctly and in time.

**Virtual Meeting How-To Video for Registered Holders and Duly Appointed Proxy Holders**

Please visit **https://odysseytrust.com/virtual-meetings/** for a quick tutorial on logging in, participating and voting.