

Global Staff Event 2026

Special Expense Regulation

For the Global Staff Event 2026 in Hamburg, the following expense rules apply as a special exception to the usual LGT Capital Partners expense regulations. The firm will only cover the expenses explicitly listed below. **No exceptions will apply.**

a) Transportation

Covered: LGT Capital Partners will cover all group transportation available on the event website, as well as transportation between staff members' homes (or other departure points) and the airport, in line with the respective local expense policy.

Not covered: Individual transportation in Hamburg (e.g. by taxi/UBER, rental car or private car) – including airport parking or similar costs – will not be reimbursed.

b) Flights

Covered: For this event, all flights will be booked in Economy Class for attendees traveling from within Europe. Flights for those traveling from the Americas or the APAC regions will be booked in Economy Premium, subject to availability. If Economy Premium is unavailable on a specific flight, a standard Economy seat will be reserved.

Not covered: Flight selections are restricted to the options presented in the registration form on the event website. If you wish to take another flight, the costs will not be covered by LGT Capital Partners. If you wish to travel in a different class, you may upgrade your seat at your own expense by using personal miles or paying the fare difference directly.

c) Hotels / accommodation

Covered: LGT Capital Partners will cover hotel accommodation in Hamburg for the nights from Thursday, 25 June to Saturday, 27 June 2026.

– Exceptions:

- Staff members from the San Francisco and APAC offices may arrive in Hamburg on Wednesday, 24 June 2026. The extra night is available on the registration tool and will be covered by LGT Capital Partners.
- Staff members attending the BUD Workshop may arrive in Hamburg on Wednesday, 24 June 2026. The extra night is available on the registration tool and will be covered by LGT Capital Partners.
- Staff members attending the Assistant dinner may arrive in Hamburg on Wednesday, 24 June 2026. The extra night is available on the registration tool and will be covered by LGT Capital Partners.

Not covered: While it is possible to extend your stay in Hamburg, additional nights will be at your own expense and must be organized individually.

d) Meals and drinks

Covered: Group meals and drinks officially organized as part of the Global Staff Event 2026, as well as breakfast at the designated accommodation will be covered. For staff members traveling on official flights arriving on Wednesday, 24 June 2026 (see section c – Hotels / accommodation, first bullet under “Exceptions”), meal expenses for that day will be reimbursed in line with the respective local expense policy. Breakfast on Thursday will also be covered.

Not covered: Individual meals and drinks, including minibar or similar consumption, meals and drinks while traveling, or any meals and drinks outside the official program of the Global Staff Event 2026 will not be covered. This applies in particular to individually organized side events in Hamburg's day- and nightlife, e.g. individual sightseeing tours, restaurants, bars and nightclubs.

e) Special situations and other expenses:

Traveling by train:

Covered: LGT Capital Partners will cover the train ticket costs from your home in Switzerland to Hamburg and back. If you travel during the day, a first-class ticket will be covered. If you take the night train, a first-class ticket (two bed wagon) ticket will be covered.

Not covered: Individual meals and drinks during your travel will not be covered.

Traveling by bicycle:

Covered: LGT Capital Partners will contribute an amount equivalent to the cost of a corresponding flight ticket (Zurich – Hamburg – Zurich).

Not covered: All other costs – e.g. for meals, drinks and hotels – must be paid privately. Those traveling to Hamburg by bicycle must take a vacation for the corresponding days; LGT Capital Partners will not sponsor any vacation days for the trip.

Visa:

Covered: Each person is personally responsible for his/her own visa. Costs for visa will be covered by LGT Capital Partners.

f) Corporate credit cards

As the Global Staff Event 2026 is being organized centrally, the corporate credit card should only be necessary in exceptional cases. Any expenses incurred in this way will only be covered if they are covered by the cases described here.

g) Registration deadline

The registration deadline is Sunday, 30 November 2025. The tool must be completed irrespective of your attendance, i.e. both to confirm participation and to indicate non-attendance.

Meeting the registration deadline is mandatory. Any changes after the registration date must be requested by sending an email to lgt.cp.celebrate@lgtcp.com, with a copy to your line manager, your EC representative and to our CFO, John Kossow.

LGT Capital Partners reserves the right to apply charges to individuals for any fees incurred due to cancellations, rebooking or related adjustments after the registration deadline on 30 November 2025.