

Americanas S.A.

Participation Manual for the Ordinary and Extraordinary General Meetings 2022

April 29, 2022

10:00 am (BRT)

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1. Copy of the Call Notice

AMERICANAS S.A.

CNPJ/ME nº 00.776.574/0006-60

NIRE 3330029074-5

Publicly Held Company

CALL OF NOTICE

ORDINARY AND EXTRAORDINARY GENERAL SHAREHOLDERS MEETINGS

The shareholders of Americanas S.A. ("Company") are invited to attend the Annual and Extraordinary Shareholders' Meetings ("Meetings") to be held, cumulatively, on April 29, 2022, at 10:00 a.m. in the auditorium attached to the Company's headquarters, located in the city of Rio de Janeiro, State of Rio de Janeiro, at Rua Coelho e Castro, 38, Saúde, zip code: 20081-060, to deliberate on the following agenda:

At the Annual General Meeting:

- (i) taking the management accounts, examining, discussing and voting on the financial statements for the fiscal year ended on 12.31.2021;
- (ii) deliberate the approval of the allocation of the Company's net income for the year ended on 12.31.2021; and
- (iii) set the limit of the global compensation of the Company's managers.

At the Extraordinary General Meeting:

- (i) approve the protocol and justification of the incorporation ("Incorporation"), by the Company, of its wholly-owned subsidiary BFF Logística e Distribuição Ltda., business company headquartered in the city of Rio de Janeiro, State of Rio de Janeiro, at Sacadura Cabral street, nº 102 – Parte, Saúde, CEP 20081-262, registered with the CNPJ/ME under No 26.219.896/0001-98 ("BFF"); and Direct Express Logística Integrada SA, a wholly-owned subsidiary of BFF, headquartered in the city of Osasco, in the State of São Paulo, at Henry Ford Avenue nº 643 – Parte, Presidente Altino, CEP 06210-108, registered with the CNPJ/ME under the No. 05.886.614/0001-36, executed on March 28, 2022, between the managers of the Company and the merged companies ("Protocol and Justification of Incorporation");
- (ii) confirm the hiring of accountants Gustavo Rocha Neiva Pereira, CRC/RJ No. 077.319/O-8 and registered with the CPF/ME under No. 011.511.327-48, Francisco Vicente Santana Silva Telles, CRC/RJ No. 092.850/O-0 and registered with the CPF/ME under No. 000.461.527-17 and Marcio Luiz Onida de Araújo, CRC/RJ No.

083.735/O-9 and registered with the CPF/ME under No. 035.398.527-94, which, for the purposes of Articles 227 and 8 of Law No. 6,404/76, were appointed experts and evaluated the shareholders' equity of BFF and Direct, at book value, on the base date of December 31, 2021, having prepared the respective appraisal reports ("Appraisal Reports");

- (iii) examine, discuss and approve the Appraisal Reports;
- (iv) approve the Incorporation;
- (v) amend the Company's Bylaws to update the caput of Article 5 of the Company's Bylaws to reflect the capital increases approved by the Board of Directors, within the limit of authorized capital, until the date of the General Meeting, arising from the exercise of options granted under the Company's Stock Option Plan approved on August 31, 2011 or for private subscription; and
- (vi) consolidate the Bylaws.

General Information:

- The following documents were published on March 21, 2022 in the "Official Gazette of the State of Rio de Janeiro" and in the newspaper "Valor Econômico": (a) management report; (b) financial statements for the fiscal year ended December 31, 2021; (c) opinion of the independent auditors; (d) the opinion of the Audit Committee; and (e) the opinion of the Company's Fiscal Council.

- The documents and information referred to in the previous paragraph and the others provided for in the Instructions of the Securities and Exchange Commission ("CVM") were submitted to the CVM, through the Periodic and Occasional Information System (IPE), pursuant to art. 6 of CVM Instruction No. 481/09, as well as made available to shareholders at the Company's headquarters, on its Investor Relations website (<https://ri.americanas.com/>), and on B3's websites ([www. b3.com.br](http://www.b3.com.br)) and the CVM (<https://www.gov.br/cvm/pt-br>).

- The Company also informs that it will accept, exceptionally, in these Meetings, as a way of facilitating the participation of its shareholders at a distance, mandate instruments, remote voting ballots and other documents only by e-mail, without notarization or consularization.

- Shareholders who wish to do so may choose to exercise their voting rights through the remote voting system, pursuant to CVM Instruction 481/2009, by sending the corresponding remote voting form through their respective custody agents or directly to the Company, in accordance with the guidelines contained in item 12.2 of the Company's Reference Form.

- The shareholder or its legal representative must attend the Meetings with documents that prove their identity.

- Shareholders participating in the Fungible Custody of Registered Shares of B3 who wish to participate in the Meetings must submit an updated statement of their shareholding position

provided by the custodian institution.

- It is requested that, as far as possible, the mandate instruments with special powers for representation at the Meetings referred to in this notice are notarized and deposited at the Company's headquarters, at the Investor Relations Department, until the April 22, 2022.

Rio de Janeiro, March 29, 2022.

Eduardo Saggioro Garcia
Chairman

2. Guidelines for the Participation in Meetings

2.1. Participation in Shareholders in Meetings

The Company's shareholders may participate in the General Meetings **in person**, through a **duly constituted attorney-in-fact**, or through **remote voting**.

The Company also informs that it will accept, exceptionally, in these Meetings, as a way of facilitating the participation of its shareholders at a distance, power of attorney, remote voting ballots and other documents only by e-mail, without notarization or consularization.

If the shareholders attend **in person** or through a **duly constituted attorney-in-fact**, the following documents will be required to participate in the Annual and Extraordinary General Meeting:

Physical Person:

- Valid identity document with photo (original or simple or certified copy) of the shareholder or, if applicable, of his/her attorney-in-fact and the respective power of attorney. The following documents may be submitted: (i) General Registry Identity Card (RG); (ii) Foreigner Registration Identity Card (RNE); (iii) Passport; (iv) Class Organ Card as a civil identity for legal purposes (ex. OAB, CRM, CRC, CREA); or (v) National driving license (CNH).

Legal Entity and Investment Fund:

- Valid identity document with photo of the legal representative (original or simple or certified copy). The following documents may be presented: (i) Identity Card of General Registry (RG) or Foreigner Registry (RNE); (ii) Passport; (iii) Class Organ Card as a civil identity for legal purposes (ex. OAB, CRM, CRC, CREA); or (iv) National Driver's License (CNH).
- Proof of representation documents, including the power of attorney and copy of the articles of incorporation and the minutes of election of administrators, and, in the case of an investment fund, copy of the fund's regulations in force, of the bylaws or articles of association of its administrator, and the minutes of election of administrators. If such documents are in a foreign language, they must be translated into Portuguese by a sworn translator, and, if possible, notarized and consularized.
- Proof of ownership of shares issued by the Company issued by the bookkeeping financial institution or custody agent up to 3 (three) business days before the date of the Meetings.

We remind you that the regularity of the documents will be verified before the Meetings are held, which is why we ask shareholders to kindly arrive at the Meetings in advance so that the documents can be checked in a timely manner for their participation.

2.2. Representation by Power of Attorney

The shareholder's participation in the Meetings may be personal or through a duly constituted attorney-in-fact, subject to the terms of Art. 126, §1, of Law No. 6,404/1976, provided that the attorney-in-fact must have been constituted less than 1 (one) year ago, and be qualified as a

shareholder, administrator of the Company, lawyer registered with the Brazilian Bar Association or , also, be a financial institution, and the investment fund manager is responsible for representing the joint owners.

In the case of a power of attorney in a foreign language, it must be accompanied by the corporate documents, when relating to the legal entity, and the power of attorney duly translated into Portuguese, and, if possible, notarized and consularized.

Item 5 of this Manual contains a model of power of attorney for shareholders' reference only. Shareholders may also use powers of attorney other than those suggested in this Manual, provided that they comply with the provisions of Law No. 6,404/1976 and the Brazilian Civil Code.

In order to speed up the process of holding the Meetings, we ask shareholders who are represented by an attorney-in-fact to send the representation documents **preferably** to the e-mail address ri@americanas.com by April 22, 2022 or, if not possible, to the address below:

A/C: Diretoria de Relações com Investidores

Rua Sacadura Cabral, 102, parte Saúde – Rio de Janeiro – RJ

CEP: 20.081-902

It should be noted that, despite the aforementioned period, the shareholder who attends the Meetings until the beginning of the Meetings, in possession of all the required documents, may participate and vote even if he/she has not previously deposited them.

We remind you that the regularity of the representation documents will be verified before the Meetings are held, which is why we ask shareholders to kindly arrive at the Meetings in advance so that the necessary documents can be checked in a timely manner for their participation.

2.3. Guidelines for Participation by sending a remote voting ballot

Shareholders will be able to forward, as of this date, their voting instructions in relation to the matters of the Meetings:

- (i) by completing instructions transmitted to its custodian agents who provide this service, in the case of shareholders holding shares deposited in a central depository, B3 S.A. – Brasil, Bolsa Balcão (“B3”);
- (ii) by filling instructions transmitted to the bookkeeper of the shares issued by the Company, namely Banco Itaú S.A., in the case of shareholders holding shares not deposited in a central depository, B3, or;
- (iii) by remote voting ballot sent directly to the Company, pursuant to Annex I to this document, by any shareholder.

Shareholders who choose to exercise their remote voting right through service providers, as per items (i) and (ii) above, must transmit their voting instructions to their respective custodians or to the registrar of shares of issued by the Company, in compliance with the rules determined by

them. To this end, shareholders must contact their custody agents or the bookkeeper and verify the procedures established by them for sending voting instructions via ballot, as well as the documents and information required by them for such.

The shareholder who chooses to send the remote voting form directly to the Company must forward the documents provided for in item 2.1 above, as applicable.

If there is a discrepancy between any remote voting ballot received directly by the Company and the voting instruction contained in the consolidated voting map sent by the bookkeeper in relation to the same CPF or CNPJ registration number, the voting instruction contained in the voting map will prevail, and the bulletin received directly by the Company must be disregarded.

Once the distance voting period has expired, the shareholder cannot change the voting instructions already sent. If the shareholder wishes to change his votes, he must personally participate in the General Meetings, carrying the documents required according to the guidelines above and request that the voting instructions sent via bulletin be disregarded.

3. Management proposals regarding the matters included in the Agenda of the Day

The Company's management proposals for the matters on the agenda of the Ordinary and Extraordinary Shareholders' Meetings are described below.

3.1. Matters to be resolved at the Annual General Meeting

- (i) taking the management accounts, examining, discussing and voting on the financial statements for the fiscal year ended on 12.31.2021;
- (ii) deliberate the approval of the allocation of the Company's net income for the year; and
- (iii) set the limit of the global compensation of the Company's managers.

3.2. Matters to be resolved by the Extraordinary General Meeting

- 1) approve the protocol and justification of the incorporation ("Incorporation"), by the Company, of its wholly-owned subsidiary BFF Logística e Distribuição Ltda., business company headquartered in the city of Rio de Janeiro, State of Rio de Janeiro, at Sacadura Cabral street, nº 102 – Parte, Saúde, CEP 20081-262, registered with the CNPJ/ME under No 26.219.896/0001-98 ("BFF"); and Direct Express Logística Integrada SA, a wholly-owned subsidiary of BFF, headquartered in the city of Osasco, in the State of São Paulo, at Henry Ford Avenue nº 643 – Parte, Presidente Altino, CEP 06210-108, registered with the CNPJ/ME under the No.

05.886.614/0001-36, executed on March 28, 2022, between the managers of the Company and the merged companies ("Protocol and Justification of Incorporation");

- 2) confirm the hiring of accountants Gustavo Rocha Neiva Pereira, CRC/RJ No. 077.319/O-8 and registered with the CPF/ME under No. 011.511.327-48, Francisco Vicente Santana Silva Telles, CRC/RJ No. 092.850/O-0 and registered with the CPF/ME under No. 000.461.527-17 and Marcio Luiz Onida de Araújo, CRC/RJ No. 083.735/O-9 and registered with the CPF/ME under No. 035.398.527-94, which, for the purposes of Articles 227 and 8 of Law No. 6,404/76, were appointed experts and evaluated the shareholders' equity of BFF and Direct, at book value, on the base date of December 31, 2021, having prepared the respective appraisal reports ("Appraisal Reports");
- 3) examine, discuss and approve the Appraisal Reports;
- 4) approve the Incorporation;
- 5) amend the Company's Bylaws to update the caput of Article 5 of the Company's Bylaws to reflect the capital increases approved by the Board of Directors, within the limit of authorized capital, until the date of the General Meeting, arising from the exercise of options granted under the Company's Stock Option Plan approved on August 31, 2011 or for private subscription; and
- 6) consolidate the Bylaws.

4. Clarifications

The Proposal and its respective annexes, this Participation Manual for the Meetings, as well as all other documents related to the agenda of the Company's General Meetings are available to shareholders at the Company's headquarters, on its website (ri.americanas.com), on the pages of the CVM (<https://www.gov.br/cvm/pt-br>) and, eventually the B3 S.A. – BRASIL, BOLSA E BALCÃO (www.b3.com.br).

Any questions or clarifications on the matters included in the Agenda of the Meeting may be resolved or obtained, as the case may be, by contacting the Investor Relations Department. E-mail: [ri@ americanas.com](mailto:ri@americanas.com).

Power of Attorney Template

[**SHAREHOLDER**], [Qualification] ("Grantor"), hereby appoints and constitutes as its attorney-in-fact Mr. or Ms [NAME], [NATIONALITY], [CIVIL STATUS], [PROFESSION], holder of identity card no. [] and registered with the CPF/ME under the no. [], [Address] ("Bestowed"), which confers powers to represent the Grantor at the Annual and Extraordinary General Meetings of Americanas S.A., to be held, on first call on April 29, 2022, to sign the Shareholder Attendance Book of Americanas S.A. and the minutes of these General Meetings, and to appreciate, discuss and vote on the matters contained in the respective agenda, in accordance with the guidelines established below:

Order of the day:

Ordinary General Assembly

- 1) Take the administrators' accounts, examine, discuss and vote on the financial statements for the fiscal year ended December 31, 2021.

() in favor () against () abstain

- 2) Examine, discuss and vote on the allocation of net income for the fiscal year ended December 31, 2021

() in favor () against () abstain

- 3) Set the limit of the global compensation of the Company's managers.

() in favor () against () abstain

- 4) Regulatory issue that is not part of the Management Proposal: Do you wish to request the installation of the fiscal council, pursuant to art. 161 of Law No. 6404 of 1976?

() in favor () against () abstain

Extraordinary General Meeting

- 1) approve the protocol and justification of the incorporation ("Incorporation"), by the Company, of its wholly-owned subsidiary BFF Logística e Distribuição Ltda., business company headquartered in the city of Rio de Janeiro, State of Rio de Janeiro, at Sacadura Cabral street, nº 102 – Parte, Saúde, CEP 20081-262, registered with the CNPJ/ME under No 26.219.896/0001-98 ("BFF"); and Direct Express Logística Integrada SA, a wholly-owned subsidiary of BFF, headquartered in the city of Osasco, in the State of São Paulo, at Henry Ford Avenue nº 643 – Parte, Presidente Altino, CEP 06210-108, registered with the CNPJ/ME under the No. 05.886.614/0001-36, executed on March 28, 2022, between the managers of the Company and the merged companies ("Protocol and Justification of Incorporation");

() in favor () against () abstain

- 2) confirm the hiring of accountants Gustavo Rocha Neiva Pereira, CRC/RJ No. 077.319/O-8 and registered with the CPF/ME under No. 011.511.327-48, Francisco Vicente Santana

Silva Telles, CRC/RJ No. 092.850/O-0 and registered with the CPF/ME under No. 000.461.527-17 and Marcio Luiz Onida de Araújo, CRC/RJ No. 083.735/O-9 and registered with the CPF/ME under No. 035.398.527-94, which, for the purposes of Articles 227 and 8 of Law No. 6,404/76, were appointed experts and evaluated the shareholders' equity of BFF and Direct, at book value, on the base date of December 31, 2021, having prepared the respective appraisal reports ("Appraisal Reports");

() in favor () against () abstain

- 3) examine, discuss and approve the Appraisal Reports;

() in favor () against () abstain

- 4) approve the Incorporation;

() in favor () against () abstain

- 5) amend the Company's Bylaws to update the caput of Article 5 of the Company's Bylaws to reflect the capital increases approved by the Board of Directors, within the limit of authorized capital, until the date of the General Meeting, arising from the exercise of options granted under the Company's Stock Option Plan approved on August 31, 2011 or for private subscription; and

() in favor () against () abstain

- 6) consolidate the Bylaws.

() in favor () against () abstain

This instrument is valid for [____], from the date of its signature, or until the first business day after the General Meeting referred to herein is held, or in the event of a second call, whichever occurs first.

[Location], [Date].