

PRIVATE & CONFIDENTIAL

14 November 2025

Mr Kenny Ling
743 Pasir Ris St 71
#10-13
Singapore 510743

Dear Kenny,

LETTER OF APPOINTMENT

We are pleased to offer you the appointment as a **Director of Business Development** and your salary shall be **SGD 7,500.00** per month, with salary to be reviewed at the end of the probation period. Upon successful completion of the probation period, a commission plan will be introduced, subject to performance and business requirements.

Enclosed is the Contract of Employment which governs the terms and conditions of your employment in Viddsee. The Job Description for your role is attached in Annex A at the end of the Contract.

We will be happy to assist you with any query you may have regarding your appointment. If you accept this offer of appointment, please sign and return the following:

- A countersigned of this Letter of Appointment
- Employee's Declaration and Undertaking Form
- Employee / Bank Details Form
- A copy of your NRIC (front and back) – digital (Singpass) copy is acceptable too

We look forward to welcoming you as part of the Viddsee team.

Yours Sincerely



Chua Zhiwei
Viddsee Pte. Ltd.
Chief Operating Officer



Viddsee Pte. Ltd.
71, Ayer Rajah Crescent,
#06-21
Singapore 139951
Company Reg: 201302873E

Acknowledgement

I, _____, NRIC No.: _____, accept the stated terms and conditions of employment. I will commence my employment with effect from 12th January 2026.

Name & Signature

Date

Annex A: Job Description of the role

Attachment A: Employees' Declaration and Undertaking Form

Attachment B: Employee / Bank Details Form

Attachment C: Company Policy

TERMS AND CONDITIONS OF CONTRACT OF EMPLOYMENT

1. PROBATION PERIOD

- 1.1. A probationary period of six (6) months shall apply from the commencement date ("Probation Period").

2. WORKING HOURS

- 2.1. The Company's normal working hours are Mondays to Fridays, from 9.30 AM to 6.30 PM.
- 2.2. The Employee may be required to work beyond normal working hours when necessary for the proper discharge of duties. Such additional work shall be in accordance with the Company's policies and any applicable labour laws.
- 2.3. Our normal working hours are Mondays to Fridays from 9.30am to 6.30pm. If and wherever may be necessary for the proper discharge of your duties, you shall be required to work beyond our normal working hours.

3. ANNUAL LEAVE AND MEDICAL LEAVE

- 3.1. You will be entitled to annual leave and medical leave in accordance with the Company Policy.

4. TERMINATION NOTICE

The termination of your employment ("Termination") shall be effected as follows:

- 4.1. During the Probation Period, by either party, without cause, giving to the other party two (2) weeks' notice in writing or payment of two (2) weeks' salary in lieu of notice. After confirmation, by either party, without cause, giving to the other party one (1) month notice in writing or payment of one (1) month's salary in lieu of notice, within the first year, and a notice period of two (2) months shall apply to both parties after the first year.
- 4.2. Further, the Company reserves the right at any time during your employment to terminate your employment forthwith if you should be guilty of any misdemeanour, misconduct, negligence, neglect of duty or being absent without leave or in breach of any of the terms and conditions of this Contract or any other terms and conditions or rules and regulations laid down by the Company from time to time.
- 4.3. If your employment shall be terminated in accordance with paragraph 4.2 insert, you shall only be entitled to the payment of your proportionate amount of salary

accrued due to you since the last preceding pay day up to the time of such Termination.

5. INCOME TAX

- 5.1. You shall be responsible for your personal income tax in respect of your salary (including tax on any allowance and benefits) paid and/or given to you by the Company.

6. CONFIDENTIALITY INFORMATION AND INVENTION ASSIGNMENT AGREEMENT

- 6.1. Like all company employees, you will be required, as a condition of your employment with the Company, to sign the Company's enclosed standard Employees' Declaration and Undertaking Form.

7. OUTSIDE ACTIVITIES

- 7.1. While you render services to the Company, you agree that you will not engage in any other employment consulting or other business activity without the written consent of the Company. In addition, while you render services to the Company, you will not assist any person or entity in competing with the Company, in preparing to compete with the Company, or hiring any employees or consultants of the Company.

8. OTHER TERMS AND CONDITIONS OF EMPLOYMENT

- 8.1. You shall comply with, and be subject to, all applicable guidelines, policies, procedures, regulations and rules as may be laid by the Company from time to time.
- 8.2. The Company reserves the right to amend the terms and conditions of this Contract and the guidelines, policies, regulations and rules of the Company mentioned in paragraph 8.1 insert from time to time, such amendments being binding to you and the Company as from the date of such amendment.
- 8.3. No person who is not a party to this Contract shall have any right to enforce any provision of this Contract pursuant to the Contracts (Rights of Third Parties) Act 2001.
- 8.4. This contract shall be governed by, and construed in accordance with, the laws of Singapore. You shall submit to the exclusive jurisdiction of the Singapore courts.

Annex A: Job Description

- Lead and manage the business development and accounts team in Singapore to achieve revenue goals.
- Prospect, build, and grow new business opportunities across key sectors, driving branded content and media partnerships.
- Develop strategic account plans and oversee client retention and satisfaction.
- Create integrated sales proposals and packages that align with client objectives across digital, social, and video platforms.
- Strengthen and expand long-term relationships with agencies and direct clients.
- Work cross-functionally with Solutions and Production teams to ensure campaign success and deliverables.
- Prepare and present revenue forecasts, reports, and pipeline updates.
- Drive team performance through coaching, accountability, and collaboration.