



**Proxy Voting - Guidelines and Conditions**

- 1. THIS PROXY IS SOLICITED BY OR ON BEHALF OF THE MANAGEMENT OF THE COMPANY.**
- 2. THIS PROXY SHOULD BE READ IN CONJUNCTION WITH THE MEETING MATERIALS PRIOR TO VOTING.**
- 3. If you appoint the Management Nominees indicated on the reverse to vote on your behalf, they must also vote in accordance with your instructions or, if no instructions are given, in accordance with the Voting Recommendations highlighted for each Resolution on the reverse. If you appoint someone else to vote your securities, they will also vote in accordance with your instructions or, if no instructions are given, as they in their discretion choose.**
- This proxy confers discretionary authority on the person named to vote in his or her discretion with respect to amendments or variations to the matters identified in the Notice of the Meeting accompanying the proxy or such other matters which may properly come before the Meeting or any adjournment or postponement thereof.
- 5. The securityholder has a right to appoint a person or company to represent the securityholder at the Meeting other than the person or company designated in the form of proxy.** Such right may be exercised by inserting, on the reverse of this form, in the space labeled "Please print appointee name", the name of the person to be appointed, who need not be a securityholder of the Company.
- To be valid, this proxy must be signed. Please date the proxy. If the proxy is not dated, it is deemed to bear the date of its mailing to the securityholders of the Company.
- To be valid, this proxy must be filed using one of the **Voting Methods** and must be received by *TSX Trust Company* before the **Filing Deadline for Proxy**, noted on the reverse or in the case of any adjournment or postponement of the Meeting not less than 48 hours (Saturdays, Sundays and holidays excepted) before the time of the adjourned or postponed meeting. Late proxies may be accepted or rejected by the Chair of the Meeting in his discretion, and the Chair is under no obligation to accept or reject any particular late proxy.
- If the holder is a corporation, the proxy must be executed by an officer or attorney thereof duly authorized, and the holder may be required to provide documentation evidencing the signatory's power to sign the proxy.
- Guidelines for proper execution of the proxy are available at [www.stac.ca](http://www.stac.ca). Please refer to the Proxy Protocol.

**Electronic Delivery**

If you are a registered securityholder and wish to enroll for electronic delivery for future issuer communications including meeting related materials, financial statements, DRS, etc., where applicable, you may do so:

1. After you vote online at [www.voteproxyonline.com](http://www.voteproxyonline.com) using your control number.
2. Through TSX Trust's online portal, Investor Insite. You may log in or enroll at <https://www.tsxtrust.com/investor-login>

For details go to [www.tsxtrust.com/consent-to-electronic-delivery](http://www.tsxtrust.com/consent-to-electronic-delivery)

**VOTING METHOD**

|                              |                                                                                                                                                                                                           |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Internet</b>              | Go to <a href="http://www.voteproxyonline.com">www.voteproxyonline.com</a> and enter the 12 digit control number<br> |
| <b>FACSIMILE</b>             | 416-595-9593                                                                                                                                                                                              |
| <b>MAIL or HAND DELIVERY</b> | TSX Trust Company<br>301-100 Adelaide Street West<br>Toronto, Ontario, M5H 4H1                                                                                                                            |

**Investor inSite**

TSX Trust Company offers at no cost to holders, the convenience of secure 24-hour access to all data relating to their account including summary of holdings, transaction history, and links to valuable holder forms and Frequently Asked Questions.

To register, please visit: <https://tsxtrust.com/t/investor-hub/forms/investor-insite-registration> and complete the registration form.

For assistance, please contact TSX TRUST INVESTOR SERVICES.

**Mail:** 301 - 100 Adelaide Street West Toronto, ON, M5H 4H1  
**Tel:** 1-866-600-5869  
**Email:** [tsxtis@tmx.com](mailto:tsxtis@tmx.com)

**FORM OF PROXY ("PROXY")**
**VIQ SOLUTIONS INC**  
 (the "Company")

**CONTROL NUMBER: «CONTROL\_NUMBER»**
**Annual and Special Meeting**  
**June 5, 2024 at 10:00 AM**  
 (Canada/Eastern Daylight)  
**URL: <https://virtual-meetings.tsxtrust.com/1653>**  
**1653 Password: viq2024**
**SECURITY CLASS: Common Shares**
**RECORD DATE: April 29, 2024**
**FILING DEADLINE FOR PROXY:**
**June 3, 2024 at 10:00 AM**  
 (Canada/Eastern Daylight)

**APPOINTEES**

 The undersigned hereby appoints **Sebastien Paré**, whom failing **Alexie Edwards**, (the "Management Nominees") or instead of any of them, the following Appointee

PLEASE PRINT APPOINTEE NAME

as proxyholder on behalf of the undersigned with the power of substitution to attend, act and vote for and on behalf of the undersigned in respect of all matters that may properly come before the Meeting and at any adjournment(s) or postponement(s) thereof, to the same extent and with the same power as if the undersigned were personally present at the said Meeting or such adjournment(s) or postponement(s) thereof in accordance with voting instructions, if any, provided below.

**- SEE VOTING GUIDELINES ON REVERSE -**

 RESOLUTIONS - VOTING RECOMMENDATIONS ARE INDICATED BY **HIGHLIGHTED** TEXT ABOVE THE BOXES

| <b>1. Election of Directors</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>FOR</b>               | <b>WITHHOLD</b>          | <b>2. Appointment of Auditor</b>                                                                                                                                                                                                                                 | <b>FOR</b>               | <b>WITHHOLD</b>          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| A) Larry Taylor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> | Appointment of Ernst & Young LLP as Auditor of the Company for the ensuing year and authorizing the Directors to fix their remuneration.                                                                                                                         | <input type="checkbox"/> | <input type="checkbox"/> |
| B) Sebastien Paré                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/> | <input type="checkbox"/> |                                                                                                                                                                                                                                                                  |                          |                          |
| C) Joseph Quarin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/> | <input type="checkbox"/> |                                                                                                                                                                                                                                                                  |                          |                          |
| D) Yixin (Shing) Pan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> | <input type="checkbox"/> |                                                                                                                                                                                                                                                                  |                          |                          |
| E) Susan Sumner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> |                                                                                                                                                                                                                                                                  |                          |                          |
| F) Bradley Wells                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/> | <input type="checkbox"/> |                                                                                                                                                                                                                                                                  |                          |                          |
| <b>3. Approval to Issue Warrants Pursuant to the Beedie Credit Agreement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>FOR</b>               | <b>AGAINST</b>           | <b>4. Renewal of the 2021 Equity Incentive Plan</b>                                                                                                                                                                                                              | <b>FOR</b>               | <b>AGAINST</b>           |
| To consider and, if deemed advisable, to approve an ordinary resolution approving the issuance of 2,175,142 common share purchase warrants of the Company, being that number of common share purchase warrants required to be issued pursuant to the Beedie Credit Agreement (as defined in the accompanying Information Circular), as amended, in excess of the Warrant Maximum (as defined in the accompanying Information Circular), all as more particularly described in the accompanying Information Circular. | <input type="checkbox"/> | <input type="checkbox"/> | To consider and, if deemed advisable, to approve an ordinary resolution, with or without variation, renewing, ratifying and approving the Company's 2021 omnibus equity incentive plan, as more particularly described in the accompanying Information Circular. | <input type="checkbox"/> | <input type="checkbox"/> |

 The Proxy revokes and supersedes all earlier dated proxies and **MUST BE SIGNED**

PLEASE PRINT NAME

Signature of registered owner(s)

Date(MM/DD/YYYY)

☐ **Interim Financial Statements** – Mark this box if you would like to receive Interim Financial Statements and Management's Discussion and Analysis.

☐ **Annual Financial Statements** – Mark this box if you would like Annual Financial Statements and Management's Discussion and Analysis.

If you are casting your vote online and wish to receive financial statements, please complete the online request for financial statements following your voting instructions. If the cut-off time has passed, please fax this side to 416-595-9593