

COLUMBIA PROPERTY TRUST, INC.
ANNUAL MEETING OF STOCKHOLDERS
MAY 18, 2021

RULES OF CONDUCT

We welcome you to the 2021 Annual Meeting of Stockholders of Columbia Property Trust, Inc. The following rules of conduct have been established in order to provide for a fair and informative Annual Meeting. We thank you in advance for your cooperation in adhering to these rules.

1. Participation in the Annual Meeting is limited to stockholders of record as of March 2, 2021, proxy holders and invited guests.
2. The business of the Annual Meeting will be taken up as set forth in the Order of Business.
3. During the question and answer period, a stockholder will be permitted to submit questions electronically. The Annual Meeting is not to be used as a forum to present general economic, political or other views that are not directly related to Columbia Property Trust, Inc. or matters properly brought before the Annual Meeting. Members of our executive leadership team and our Chairperson of the Board will answer questions as they come in, as time permits. To ensure the Annual Meeting is conducted in a manner that is fair to all stockholders, the Chairperson (or such other person designated by our Board of Directors) may exercise broad discretion in recognizing stockholders who wish to participate, the order in which questions are asked and the amount of time devoted to any one question.
4. The Bylaws of Columbia Property Trust, Inc. contain advance notice requirements for stockholder director nominations or proposals of other business at the Annual Meeting. We have not received notice of any such nomination or proposal in accordance with the requirements of the Bylaws. Therefore, proposals or nominations from the floor at the Annual Meeting will not be appropriate for consideration at the Annual Meeting.
5. Matters of individual concern to a stockholder and not of general concern to all stockholders are not appropriate for discussion at the Annual Meeting, and can be discussed with a representative of Columbia Property Trust, Inc. following the Annual Meeting.
6. The Chairperson of the Meeting will stop discussions that are (i) repetitive or irrelevant to Columbia Property Trust, Inc. or the business of the Annual Meeting, (ii) unduly prolonged or (iii) otherwise inappropriate. Derogatory references to personalities or disruptive or abusive behavior will be grounds for removal from the Annual Meeting.

7. No special rules relating to parliamentary or meeting procedures apply at the Annual Meeting.
8. On matters of conduct or meeting procedure not specifically covered by these Rules of Conduct, the Chairperson of the Meeting has the exclusive authority to make all determinations and rulings. Prior to ruling, the Chairperson of the Meeting may, in his discretion, consult with the Corporate Secretary or the Company's legal counsel. The Chairperson of the Meeting will have the sole authority to establish such additional procedures as he may reasonably determine.

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