

*Hanoi, dated 05<sup>th</sup> June, 2024*

No.: 632/2024/TB-TĐBV

## **MEETING INVITATION**

### **To the 2024 Annual General Shareholders' Meeting of Baoviet Holdings**

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**Respectfully submitted to** :

**Shareholder**

**Address** :

**Shareholder Code** :

The Board of Directors of Baoviet Holdings would like to respectfully announce and invite honoured shareholder to participate in the 2024 Annual General Shareholders' Meeting ("AGM") of Baoviet Holdings, specifically as follows:

1. Time: 08.30AM, Wednesday 26<sup>th</sup> June, 2024.

2. Location: Meeting hall 6<sup>th</sup> Floor, Baoviet Building, No. 71 Ngo Sy Lien, Dong Da district, Hanoi.

3. Attentive Contents:

- CEO's report regarding the Business performance in 2023 and the Business plan in 2024 of Baoviet Holdings;

- Submission regarding the approval of the audited consolidated and seperated financial reports in 2023 of Baoviet Holdings;

- Report on the operation of the Board of Directors of Baoviet Holdings at the 2024 AGM;

- Report on the operation of the Supervisory Board of Baoviet Holdings at the 2024 AGM;

- Submission regarding the settlement of the remuneration for members of the Board of Directors and the Supervisory members in the fiscal year 2023 and the remuneration plan in the fiscal year 2024;

- Submission regarding the allocation of profit after taxes in 2023 and the appropriation plan of profit after taxes in 2024 of Baoviet Holdings;

- Submission regarding the approval of the Charter of Baoviet Holdings

Email: congbothongtin@baoviet.com.vn

Respectfully announce./.

**ON BEHALF OF THE BOARD OF DIRECTORS  
MEMBER**

*Achieves:*

- As above;
- Marketing Div.
- For filing: Admin, General  
Affairs Office.

**(Signed and sealed)**

**Tran Thi Dieu Hang**

**LETTER OF CONFIRMATION OR AUTHORISATION  
REGARDING THE PARTICIPATION TO THE 2024 ANNUAL GENERAL  
SHAREHOLDERS' MEETING OF BAOVIET HOLDINGS**

Respectfully submit to: BAOVIET HOLDINGS

Fullname of the shareholder:.....

ID/Passport no.: ..... Date of issue: ..... Place of issue: .....

Current address:.....

Present ownership of share : .....(Wording:.....)

Confirm to participate in the 2024 Annual General Shareholders' Meeting  
(cross X for selection):

or authorise for other individual (cross X for selection):

<input type="checkbox"/>
<input type="checkbox"/>

Name of authorisee: .....

/Passport/ CCCD card no.: ..... Date of issue: ..... Place of issue: .....

Number of authorised shares:.....

To represent the shareholder to participate in the 2024 Annual General Shareholders' Meeting of Baoviet Holdings and to practise all the rights and responsibilities corresponding to the number of authorised shares. We shall hold full responsibility for such authorisation and shall commit to comply strictly to the current regulations of the law and the Charter of Baoviet Holdings.

Notes:

- Shareholder can only cross X on 1 of the 2 squares to confirm the participation or authorisation for participation of others. Once crossing X for authorisation, shareholders please kindly fill in all the information of the authorisee;
- In case of the authoriser as an individual, please kindly bring The letter of authorisation and the legal copies of ID card or passport of the authorisers;
- Shareholders please kindly send the letter of confirmation or authorisation to Baoviet Holdings prior to 05.00PM 24<sup>th</sup> June 2024 via the address: Baoviet Holdings, No. 8 Le Thai To, Hoan Kiem, Hanoi, Tel: 024.3928 9999 (Shareholders can send directly or fax the letter of authorisation to the Organising Board via 024.3928 9609, regarding fax copies, all the original copies must be sent back to the Organising Board upon the time of participation to the Meeting).

....., dated .....June 2024

**Authorisee**  
(Signature and Full name)

**Shareholder to confirm/authorise**  
(Signature and Full name)

Notes:

- Shareholder(s) or the authorised individual(s) upon participation to the AGM must present the ID card of the shareholder(s)/ authorised individual(s) and other related documents so that the Inspection Board on the Eligibility of Shareholders can implement the inspections as stipulated by the regulation on organisation of the 2024 Annual Shareholders' Meeting of Baoviet Holdings.
- If shareholder(s) is/are domestic individual(s), the authorised documents must be signed by the **original documents or valid notarized copy** of the shareholder(s)' ID card or passports from the authorised shareholder(s).
- In case the authorised individual(s) for participation is/are overseas individuals, upon participation to the AGM, the individual(s) must present the **letter of authorisation signed by the authoriser** (in case of individual authoriser(s))/ competent individual(s) (in case of organisation as authoriser) and must be recognised by competent agencies as stipulated by the host country law.

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