

GELEX GROUP



No.: 15/2023/GELEX/TB-HĐQT

SOCIALIST REPUBLIC OF VIETNAM

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Hanoi, 29 March, 2023

NOTICE OF INVITATION

TO THE 2023 ANNUAL GENERAL MEETING OF SHAREHOLDERS GELEX GROUP JOINT STOCK COMPANY

Dear Shareholders: «HOTEN»

Address: «DIACHI»

Tel: «DTHOAI»

Delegate Code: «MACD»

ID/Passport/Business Registration Number:

Number of ownership: «SLCPBD» shares

«DKNSH»

The Board of Directors (BOD) of GELEX GROUP JSC (business code: 0100100512, head office at 52, Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi City, Vietnam) requests the honor of the presence of shareholders to attend the 2023 Annual General Meeting of Shareholders (GMS):

1. Date:

- Check-in procedure: 8:00 a.m. Wednesday - April 26, 2023
- Opening of the General Meeting of Shareholders: 8:30 a.m. Wednesday - April 26, 2023

2. Form of congress organization: Face-to-face meeting

3. Location: Thang Long Ballroom, 7th floor, Meliá Hanoi Hotel – No. 44B Ly Thuong Kiet Street, Tran Hung Dao Ward, Hoan Kiem District, Hanoi City

4. GMS content, program and documents: Details of the GMS's content, program and documents are posted on the Company's website: <https://gelex.vn/tai-lieu-dai-hoi-dong-cd>. In addition, shareholders can view and download meeting documents at the website: <https://ezgsm.fpts.com.vn/> (mục Tài liệu đại hội). Shareholders are requested to study the GMS documents in advance.

5. Participants: Shareholders owning shares of GELEX GROUP JOINT STOCK COMPANY named in the list of shareholders as of March 28, 2023 or a valid authorized person to attend.

6. Registration/Authorization to attend and vote:

- 6.1. In order for the preparation of the General Meeting of Shareholders to be thoughtful, shareholders are requested to send the Registration Form for participation of the General Meeting of Shareholders (according to the form of GELEX posted on the website) for GELEX to receive before 5:00 p.m. on **April 21, 2023** by one of the following methods:

- a) Fax via number 024 39726282; or
 - b) Email to the following email address: gelex@gelex.vn; gelex@gelex.vn; or
 - c) Send a text message with the following syntax (shareholder name + shareholder code confirming attendance at the GELEX General Meeting of Shareholders 2023) to the phone number: 0967.535.365 | 0983.421.072 | 0981.601.911; or
 - d) Send a letter to the address: GELEX GROUP CORPORATION - 24th Floor, Gelex Building, 52 Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi City.
- 6.2. In case a shareholder authorizes another person to attend and vote at the General Meeting, please make a Power of Attorney (according to the form of GELEX posted on the website or another form but ensuring compliance with Clause 2, Article 144 of the Enterprise Law 2020). In case of authorizing a member of the Board of Directors of GELEX, shareholders please send the original Power of Attorney (with valid signatures of shareholders) to GELEX according to the deadline and mailing address specified in section 6.1.

Note:

- Shareholders when attending the General Meeting of Shareholders need to present: original ID/Passport (for individuals); Copy of Business Registration Certificate/Business License (for organizations); original Notice of Invitation.
- The authorized person to attend the General Meeting of Shareholders needs to present: a copy of the ID/Passport/Business Registration Certificate/Business License of the authorized shareholder; original ID/Passport; original Power of Attorney (if not sent to GELEX before), original Notice of Invitation.

We hope that you will attend the meeting fully and on time to ensure that the General Meeting takes place successfully.

Sincerely informed.

Recipients:

- Shareholders;
- Organizations;
- Archived: Documentation.

**PP. ADMINISTRATIVE COUNCIL
CHAIRMAN**

(Signed)

Nguyen Hoa Cuong