

GELEX GROUP



No: 19/2024/GELEX/TB-HĐQT

SOCIALIST REPUBLIC OF VIETNAM

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Hanoi, date ... month ... year 2024

**NOTICE OF INVITATION TO THE 2024 ANNUAL GENERAL MEETING
OF SHAREHOLDERS****GELEX GROUP JOINT STOCK COMPANY****Dear Valued Shareholders: «HOTEN»****Address: «DIACHI»****Tel: «DTHOAI»****Delegate Code: «MACD»****ID/Passport/Enterprise Registration Number: Number of ownership: «SLCPBD» shares
«DKNSH»**

The Board of Directors (BOD) of GELEX GROUP JSC (business code: 0100100512, head office at No. 52, Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi City, Vietnam) would like to invite the Valued Shareholders to attend the 2024 Annual General Meeting of Shareholders (AGM):

1. Time:

- Check-in procedure: 8.00 a.m. Thursday – 28 March 2024
- Opening of the AGM: 8:30 a.m. Thursday – 28 March 2024

2. Meeting organization form: Face-to-face meeting**3. Venue: Thang Long Ballroom, 7th floor, Meliá Hanoi Hotel – No. 44B Ly Thuong Kiet Street, Tran Hung Dao Ward, Hoan Kiem District, Hanoi City****4. AGM content, agenda and documents:** Details of the AGM's content, agenda and documents are available at the Company's website: <https://gelex.vn/tai-lieu-dai-hoi-dong-cd> (AGM Documents section). Shareholders are requested to study the AGM documents in advance.**5. Participants:** Shareholders owning shares of GELEX GROUP JOINT STOCK COMPANY named in the List of Shareholders finalized as of 26 February 2024 or a valid authorized person to attend.**6. Registration/Authorization to attend and vote:****6.1. In order to well prepare the AGM, shareholders are requested to confirm their attendance at AGM by 5:00 PM on 22 March 2024 by one of the following methods:**

- a) Submit the Registration Form to attend the AGM (prepared in the GELEX form available at the website) by:

- Fax via number 024 39726282; or
 - Email to the following email address: gelex@gelex.vn; or
 - Send a hard copy by post to the address: GELEX GROUP JOINT STOCK COMPANY – 24th Floor, Gelex Building, 52 Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi; or
- b) Deliver a text message with the following syntax (shareholder name + shareholder code confirming attendance at the GELEX General Meeting of Shareholders 2024) to the phone number: 0981.601.911 | 0967.535.365 | 0983.421.072.
- 6.2. In the event that a shareholder authorizes another person to attend and vote at the AGM, please make a Power of Attorney (prepared according to the form of GELEX available at the website or another form, provided that ensuring compliance with Clause 2, Article 144 of the Law on Enterprises 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 in accordance with the deadline and address specified in section 6.1.

Notes:

- The participants of the AGM need to present: original ID/Citizen card/Passport (for individuals); Copy of Enterprise Registration Certificate/Business License (for organizations); original Notice of Invitation.
- The authorized person to attend the AGM needs to present: a copy of the ID/Citizen Card/ Passport/Enterprise Registration Certificate/Business License of the authorized shareholder; original ID/Citizen Card/ Passport of the authorized person; original Power of Attorney (if it was not submitted to GELEX previously), original Notice of Invitation.

We are looking forward to seeing you at the meeting on time so that the AGM can be successfully held.

Sincerely informed.

Recipients:

- *Valued Shareholders;*
- *Archived in office.*

**P/P THE BOARD OF DIRECTORS
THE CHAIRMAN**

(Signed)

Nguyen Trong Hien