

**GELEX GROUP****GELEX**
No. 12/2025/GELEX/TB-HDQT**SOCIALIST REPUBLIC OF VIETNAM**

Independence - Freedom - Happiness

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Hanoi, March 05, 2025

INVITATION LETTER
TO THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
OF GELEX GROUP JOINT STOCK COMPANY

Dear Shareholders: «HOTEN»

Address: «DIACHI»

Telephone: «DTHOAI»

Delegate Code: «MACD»

Registration Number: «DKNSH»

Number of Ownership: «SLCPBD» Stock

The Board of Directors (BOD) of GELEX Group Joint Stock Company (Business code: 0100100512, headquartered at No. 52, Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi City, Vietnam) sincerely invite our esteemed shareholders to attend the 2025 Annual General Meeting of Shareholders (AGM/General Meeting):

1. Time:

- Check-in: 7:30 a.m. Thursday - March 27, 2025
- Opening of the General Meeting of Shareholders: 8:30 a.m. Thursday - March 27, 2025

2. Organizing form of the Meeting: Hybrid meeting combining both in-person and online meeting, electronic voting. All shareholders or their authorized representatives can attend the General Meeting online at any location with Internet connection. Shareholders attending the General Meeting, whether in person or online, will exercise the electronic voting on the System at the website <https://ezgsm.fpts.com.vn/>.

3. Venue for the General Meeting (and also the venue for the General Meeting for shareholders to attend the meeting in person): Thang Long Ballroom, 7th floor, Meliá Hanoi Hotel – No. 44B Ly Thuong Kiet Street, Tran Hung Dao Ward, Hoan Kiem District, Hanoi City.

4. Participants: Shareholders who own shares of GELEX GROUP JOINT STOCK COMPANY are named in the list of closing shareholders as of 25/02/2025 or their legally authorized representatives.

5. Registration and Authorization to attend the Congress:

- Please visit the website <https://ezgsm.fpts.com.vn/> to register to attend the General Meeting.
- Login Information:

Username : «username»**Password** : «PASSWORD»

Note: The electronic voting system will be officially open to record the registration and voting of shareholders from 09:00 on Monday, March 10, 2025 until the Meeting Chairperson announces the end of voting for respective agenda item or until the end of the 2025 Annual General Meeting of Shareholders of the Company. Shareholders are responsible for keeping their login information confidential to ensure that only shareholders (or their legally authorized representatives) have the right to attend and vote on the system. The Company is not liable for any issues arising from the loss or disclosure of login information by shareholders (or their legally authorized representatives).

- The instructions for attending the AGM on the electronic voting system are disclosed on the Company's website at the address: <https://gelex.vn/quan-he-co-dong>. In addition, shareholders can watch the general instruction video at the website: <https://ezgsm.fpts.com.vn/> (User Guide section).
- In the event of authorizing another person to attend and vote at the AGM, we kindly ask our esteemed shareholders to Register the Authorization to attend the AGM on the website: <https://ezgsm.fpts.com.vn> (Authorization section) and send a signed hard copy of the original Power of Attorney (using the form disclosed on the Company's website or another form that complies with Clause 2, Article 144 of the Law on Enterprises 2020) to the Company. The signed Power of Attorney must be received by the Company before 17:00 on Tuesday, March 25, 2025, at one of the Company's contacts listed in Section 7.

Note:

- Shareholders attending the AGM (whether online or in person) are required to use appropriate electronic devices and ensure an Internet connection to access the Electronic Voting System, included but not limited to the personal computers, laptops, tablets, smartphones, or any other electronic devices that can connect to the Internet.
- Shareholders are kindly requested to submit the Power of Attorney on time as stated above, so that the Company can provide login information for the electronic voting system to the authorized representatives attending the AGM.
- If shareholders authorize one of the members of the BOD of the Company (as indicated in the Power of Attorney form), the shareholders must send a signed hard copy of the original Power of Attorney to the Company's address specified in Section 8. The Company will then forward it to the authorized BOD Members for their signature.
- Shareholders attending the AGM in person must present the following: the original ID Card/Passport (for individuals); a notarized copy of the Business Registration Certificate/Business License (for organizations); and the original Invitation Letter.
- The authorized representative attending the AGM in person must present: a notarized copy of the ID Card/Passport/Business Registration Certificate/Business License of the authorized shareholder; the original ID Card/Passport; the original Power of Attorney (if not previously sent to the Company); and the original Invitation Letter.

- 6. Contents, programs and documents of the General Meeting of Shareholders:** Details of the contents, programs and documents of the General Meeting are disclosed on the Company's website: <https://gelex.vn/tai-lieu-dai-hoi-dong-cd> (Documents for the General Meeting of Shareholders Section). In addition, shareholders can also view and download these documents at the website: <https://ezgsm.fpts.com.vn/> (General Meeting Documents section). Shareholders are requested to study the General Meeting documents in advance.

Note: The General Meeting documents may be amended and supplemented before the opening of the General Meeting, it is recommended that Shareholders regularly visit the above websites to update information in a timely manner.

7. Contact and Document Submission:

Address:	Fax/Email/Phone:
GELEX Group Joint Stock Company Address: 24th Floor, GELEX Building, No. 52 Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi City.	Fax: 024 39726282 Email: gelex@gelex.vn Telephone: Mr. Trung: +84986741814; Mr. Hien: +84834593147

We hope that our shareholders will attend fully and on time to ensure a successful General Meeting.

Sincerely announced./.

Recipients:

- Shareholders;
- Admin.

**ON BE HALF OF THE BOARD OF DIRECTORS
CHAIRMAN**

(signed)

Nguyen Trong Hien