



HAIPHONG PORT TUGBOAT AND TRANSPORT JOINT STOCK COMPANY

Address: No. 4 Ly Tu Trong Str, Minh Khai Ward, Hong Bang Dist. Haiphong City of Vietnam

Tax Code: 0201040588 ; Telephone: +84.2253.569.551 ; Fax: +84.2253.747.073

Hai Phong, 10th May 2024

INVITATION LETTER ANNUAL GENERAL MEETING OF SHAREHOLDERS 2024

Dear Shareholders of Haiphong Port Tugboat and Transport JSC

The Management Board of Haiphong Port Tugboat and Transport JSC (The Company) is pleased to invite you to the Annual General Meeting of Shareholders 2024, with the following details:

1. Date and time: 08:00 a.m Tuesday, June 04th 2024

2. Venue: Meeting Hall of Haiphong Port Tugboat and Transport JSC

(Address: No. 4 Ly Tu Trong street, Minh Khai ward, Hong Bang district, Hai Phong City of Vietnam)

3. Participants: Those who are recorded in the list of shareholders of Haiphong Port Tugboat and Transport JSC. closed on **May 06th 2024**

4. Agenda and documents for the General Meeting of Shareholders:

Details of the content, agenda and documents of the General Meeting are posted on the website Haiphong Port Tugboat and Transport JSC at the link: <https://tugtranco.vn/cong-bo-thong-tin/thu-moi-hop-va-tai-lieu-dai-hoi-dong-co-dong-thuong-nien-nam-2024-n93.html>

5. Authorizations to attend meeting:

- Shareholders who cannot attend the meeting can appoint the member of the Management Board or another individual/organization to act as your proxy (*Kindly refer to the Confirmation/Authorization Letter enclosed herewith*).

- Please kindly send the signed Confirmation/Authorization Letter scan copy to the Organizing Board of General Meeting of Shareholders of the Company to info@tugtranco.vn or the signed Confirmation/Authorization Letter copy to Haiphong Port Tugboat and Transport JSC. office at No.4 Ly Tu Trong Str, Minh Khai Ward, Hong Bang Dist. Hai Phong City of Vietnam **before May 31st 2024**.

6. Attendance:

- For proper arrangement, you are kindly requested to send the confirmation of attendance (*enclosed herewith the Confirmation/Authorization Letter form*) to the Organizing Board of the General Meeting of Shareholders of the Company at Haiphong Port Tugboat and Transport JSC office, No. 4 Ly Tu Trong street, Minh Khai ward, Hong Bang district, Hai Phong city of Vietnam.

- Please bring the Invitation Letter, Identity Card/Citizen Identification Card (or Passport), original Confirmation/Authorization Letter (in case of authorization) to attend the Meeting.

Sincerely your./.

R.S.V.P:

- Mr. Tran Ngoc Thiem (+84.912.789.328)

- Email: info@tugtranco.vn;

- Tel: +84.2253.569.551/Fax: +84.2253.747.073



Nguyen Van Dung