

#### TMT MOTORS CORPORATION

Address: No. 4 Ton That Tung St., Dong Da Dist., Hanoi, Vietnam Telephone: (844) 38628205 / 36338580 | Fax: (844) 38628703

Website: https://tmt-vietnam.com | Email: contactus@tmt-vietnam.com

Hanoi, April 3, 2025

# INVITATION LETTER TO THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

To: Esteemed Shareholders of TMT Motors Corporation

The Board of Directors of TMT Motors Corporation respectfully announces and invites shareholders to attend the 2025 Annual General Meeting of Shareholders of TMT Motors Corporation, with details as follows:

1. **Time**: 08:00 AM, Saturday, April 26, 2025 (Reception starts at 07:30 AM).

2. **Venue**: Grand Hall, TMT Motors Corporation - 10th Floor, CONINCO Building, No. 4 Ton That Tung St., Kim Lien Ward, Dong Da District, Hanoi, Vietnam.

3. **Eligibility to Attend**: Shareholders who own shares of TMT Motors Corporation as of the record date (March 25, 2025) or their duly authorized representatives.

4. Meeting Agenda:

- 4.1. Report by the Executive Board on 2024 business performance, 2025 business plan, and the audited financial statements for 2024 (both separate and consolidated financial statements).
- 4.2. Report by the Board of Directors on 2024 activities and the business plan for 2025.
- 4.3. Report by the Supervisory Board on the inspection and supervision activities in 2024 and the action plan for 2025.
- 4.4. Other proposals and documents submitted to the General Meeting.

5. Attendance Confirmation:

To ensure the meeting is well-organized, we kindly request shareholders to confirm their attendance or authorize a representative to attend (using the attached form). The confirmation should be sent to TMT Motors Corporation via postal mail, fax, or email no later than 3:00 PM on April 22, 2025.

6. Related Documents:

Shareholders can access meeting-related documents on TMT Motors Corporation's website (https://tmt-vietnam.com) from April 3, 2025.

7. Contact Information:

For further details regarding the General Meeting, please contact: TMT Motors Corporation Office

Address: No. 4 Ton That Tung St., Kim Lien Ward, Dong Da District, Hanoi, Vietnam Phone: +84 24 38628205 | Email: vanphong@tmt-vietnam.com | Website: <a href="https://tmt-vietnam.com">https://tmt-vietnam.com</a>

This invitation letter is published on the Company's website and sent to each shareholder.

#### Sincerely!

Notes:

\*When attending the meeting, shareholders or authorized representatives are requested to present the following documents for verification and to receive meeting materials:

- ID card/passport (or a certified copy of the business registration certificate if the shareholder is an organization).

- Original invitation letter.

- Valid authorization letter (if attending as an authorized representative).

\* All expenses related to travel, accommodation, and other costs shall be borne by the shareholder.

ON BEHALF OF THE BOARD DIRECTORS 🔑

CHAIRMAN

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#### AGENDA 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

- Time: 08:00 AM, Saturday, April 26, 2025

- Venue: Conference Hall, TMT Motors Corporation, 10th Floor, CONINCO Building, No. 4 Ton

That Tung St., Kim Lien Ward, Dong Da District, Hanoi, Vietnam

No	Time	Activity	
1	07:30 - 08:00 - Reception and registration of delegates and shareholders - Verification of shareholder eligibility, distribution of vot		
		and seating arrangement	
2	08:00 - 08:30	- Opening statement.	
		- Report on verification of shareholder eligibility.	
		- Introduction of delegates (if any).	
		- Introduction and election of the Presidium, Secretary, and Vote	
		Counting Committee.	
		- Approval of the General Meeting's Regulations.	
		- Approval of the Voting Regulations.	
		- Approval of the Meeting Agenda	
3	08:31 - 09:35	I. Reports:	
		1. Report from the Board of Directors on business performance in	
		2024, business plan for 2025, and the audited financial statements	
		for 2024 (separate and consolidated financial statements).	
		2. Report from the Board of Directors on activities in 2024 and	
		business plan for 2025.	
		3. Report from the Supervisory Board on inspection and	
		supervision activities in 2024 and tasks for 2025.	
		II. Proposals:	
4	09:36 - 09:40	- Other matters	
5	09:41 - 10:00	- Discussion and shareholder comments	
6	10:15 - 10:30	Break	
7	10:30 - 11:00	- 11:00 - The Shareholder Eligibility and Vote Counting Committee	
		announces results.	
8	11:00 - 11:30	- Voting on Reports and Proposals.	
9	11:31 - 11:45	- The Secretariat presents the draft Minutes and Resolutions of the	
		Meeting.	
10	11:46	- Voting to approve the Minutes and Resolutions.	
11	11:50	- Closing of the Meeting	

ON BE HALF OF THE BOARD OF DIRECTORS

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## CÔNG TY CỔ PHẦN Ô TỔ TMT

Địa chỉ: Số 4 Tôn Thất Tùng, phường Kim Liên, quân Đống Đa, TP, Hà Nội

Diện thoại: (84-4) 3862 8205

Fax: (84-4) 3862 8703 Email: vanphong@tmt-vietnam.com Website: www.tmt-vietnam.com

CÔNG TY CỐ PHẨN Ô TÔ TMT

#### **REGISTRATION FORM** FOR ATTENDANCE AT THE 2025 ANNUAL GENERAL MEETING OF **SHAREHOLDERS**

DA - Tro The Organizing Committee of the 2025 Annual General Meeting of Shareholders, TMT Automobile Joint Stock Company.

Shareholder's Name: ..... ID Card/ Citizen ID/ Passport/ Business Registration No.: Date of Issue: ...../ Place of Issue:.... Address: ..... Phone: I hereby register to attend the 2025 Annual General Meeting of Shareholders of TMT Motors Corporation, which is scheduled to be held on ...../2025. Number of shares registered for voting rights: ...... shares. (In words: ..... **Details:** Number of shares owned: ...... shares. (A total of ..... authorization letters are attached) I hereby certify that all shares registered for voting rights as stated above are valid and comply with the current laws and the Company's Charter. 

Registrant

(Signature, full name, and company seal if applicable for organizations)



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#### CÔNG TY CỔ PHẦN Ô TỔ TMT

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LETTER OF AUTHORIZATION
FOR ATTENDING THE 2025 ANNUAL GENERAL MEETING OF
SHAREHOLDERS

The Organizing Committee of the 2025 Annual General Meeting of Shareholders, TMT Automobile Joint Stock Company.

Authorizing Party:	
Full name/Organization:	
ID Card/Business Registration Certificate No	D.: Issued on: Issued at:
Address: Fax: E Representative (if an organization): Mr./Ms.	-
Telephone: Fax: E	mail:
Representative (if an organization): Mr./Ms.	Position:
Number of shares owned: share	S
(In words:(Hereinafter referred to as the "Authorizing	)
(Hereinafter referred to as the "Authorizing	Party")
Agrees to authorize:	
Authorized Party:	
Full name/Organization:	
ID Card/Business Registration Certificate No	o.: Issued on: Issued at:
Address:	Telephone:
Address:	Position:
Number of shares authorized: sl	nares
(In words:	
(Hereinafter referred to as the "Authorized)	Party")
General Meeting of Shareholders of TMT I competence of the General Meeting of Share	arty is granted the authority to attend the 2025 Annual Motors Corporation and to vote on matters within the holders, as a representative for the authorized shares. facilitate the Authorized Party in exercising all rights
and obligations of a shareholder. The Autauthorization.	horizing Party takes full legal responsibility for this
	Date:,2025
<b>Authorized Party</b>	Authorizing Party
(Signature, full name)	(Signature, full name)

#### Notes:

- The Authorized Party is required to comply with the meeting regulations and is not allowed to reauthorize a third party. The Authorized Party is also responsible for reporting the meeting results to the Authorizing Party.
- The authorization is valid from the signing date until the conclusion of the meeting or until replaced by a written revocation sent by the Authorizing Party to the Organizing Committee before the meeting starts.
- This Letter of Authorization is valid only for the 2025 Annual General Meeting of Shareholders of TMT Motors Corporation.
- This Letter of Authorization is made in two (02) copies, each party retains one (01) copy with equal legal validity. The Authorizing Party commits to accept all actions taken by the Authorized Party within the scope of this authorization.

Hanoi, April 3, 2025

# REGULATIONS ON ORGANIZATION ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025 TMT MOTORS JOINT STOCK COMPANY

#### **Article 1. General Provisions:**

- This Regulation is applied at the 2025 Annual General Meeting of Shareholders (hereinafter referred to as the "Meeting") of TMT Motors Joint Stock Company to facilitate the organization and conduct of the Meeting, ensuring transparency, fairness, democracy, and compliance with legal regulations.
- This Regulation specifically defines the rights and obligations of attendees, as well as the conditions and procedures for conducting the Meeting.
- Shareholders and all attendees of the Meeting are responsible for complying with the provisions of this Regulation.

#### **Article 2. Shareholders:**

- Conditions for Attending the General Meeting: Participants attending the General Meeting as shareholders include the following cases:
  - + Individuals who own voting shares and are listed in the shareholder register as of the record date (March 25, 2025), as determined by the Vietnam Securities Depository.
  - + Representatives of organizations or shareholders, as well as representatives of groups of shareholders holding voting shares, who are listed in the shareholder register as of the record date (March 25, 2025), as determined by the Vietnam Securities Depository.
- Rights and obligations of shareholders at the General Meeting:
  - + Shareholders attending the General Meeting have the right to vote on all matters included in the agenda within the authority of the General Meeting, in accordance with the law and the Company's Charter.
  - + Have the right to propose issues to be included in the agenda of the General Meeting in accordance with the law and the Company's Charter.
  - + Shareholders arriving late have the right to register immediately and participate in voting, but the Chairperson is not responsible for pausing the meeting for their registration, and the validity of previous voting results will not be affected.



- + Comply with the working regulations of the General Meeting and the direction of the Presidium.
- + Shareholders are responsible for attending the General Meeting from the beginning until the end. In cases where shareholders must leave early due to force majeure, they must inform the Organizing Committee to cast their votes in advance. If a shareholder leaves without prior notice, their votes will be considered as "agree" for all matters put to vote at the General Meeting. The vote counting minutes must clearly record these details.

# Article 3. Rights and Responsibilities of the Presidium - Chairperson of the General Meeting:

The Presidium consists of three (03) members, nominated by the Organizing Committee and approved by the General Meeting through voting. The Presidium operates based on the principle of democratic centralism and makes decisions by majority vote. The Presidium – Chairperson of the General Meeting has the following rights and responsibilities:

- Conduct the General Meeting in accordance with the agenda and regulations approved by the General Meeting.
- Present draft resolutions, guide discussions, and organize voting on agenda items and relevant issues throughout the General Meeting.
- Take necessary measures to ensure the meeting is conducted properly, orderly, and in line with the approved agenda, reflecting the will of the majority of attendees.
- The Chairperson has the right to:
  - + Require all attendees to undergo security checks and/or other necessary security measures.
  - + Request authorities to maintain order at the General Meeting; expel individuals who do not comply with the Chairperson's directives, deliberately disrupt order, obstruct the normal proceedings of the General Meeting, or fail to adhere to security check requirements.
- The Chairperson has the right to postpone the General Meeting, even if the required number of delegates is present, to another time and location as decided by the Chairperson if it is deemed that:
  - + The meeting venue does not have enough seating for all attendees.
  - + Some attendees disrupt order or obstruct the meeting, posing a risk that the meeting cannot proceed fairly and legally.

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- + The postponement is necessary to ensure the proceedings of the General Meeting are conducted properly.
- + There is consensus or a request from the General Meeting of Shareholders that has reached the required quorum.
- The postponement period shall not exceed 03 days from the scheduled opening date of the General Meeting.
- Address any arising issues throughout the General Meeting.

## Article 4. Responsibilities of the Secretary of the General Meeting.

The Secretariat of the General Meeting consists of two (02) members nominated by the Organizing Committee and approved by the General Meeting through voting. The secretaries are responsible to the Presidium and the General Meeting for their duties, specifically:

- Accurately and truthfully record the entire content and proceedings of the General Meeting, including issues approved by shareholders or those requiring further attention.
- Draft the Minutes and Resolutions of the General Meeting.
- Assist the Presidium in announcing draft documents, conclusions, and notifications to shareholders as requested.
- Receive and compile shareholder speech registration forms during the General Meeting.
- Finalize the Minutes and Resolutions of the General Meeting for disclosure and submission to the State Securities Commission and the Ho Chi Minh City Stock Exchange within 24 hours.

# Article 5. Shareholder Eligibility Verification Committee:

The Shareholder Eligibility Verification Committee consists of six (06) members appointed by the Organizing Committee. It is responsible for verifying and confirming the eligibility of shareholders registered to attend the General Meeting, distributing documents to shareholders/ shareholder representatives, and reporting to the General Meeting on the verification results.

# **Article 6. Voting Committee:**

- The Voting Committee consists of six (06) members nominated by the Organizing Committee and approved by the General Meeting.
- Responsibilities of the Voting Committee:
  - + Provide detailed guidelines on voting regulations.
  - + Inspect and supervise the voting process of shareholders and shareholder representatives.

- + Organize the vote counting process.
- + Prepare the minutes of the voting results and announce them to the General Meeting.
- + Submit the minutes of the voting results to the Secretariat of the General Meeting.
- The Voting Committee must ensure the integrity of the vote counting process. The committee is responsible before the law and shareholders in case of any violations.
- The Voting Committee has the right to establish a supporting team to assist in the vote counting process to ensure timely execution.

## Article 7. Order of the General Meeting:

- All attendees must sit in the designated seats or areas as guided by the Organizing Committee and comply with the seating arrangement.
- Shareholders who wish to record audio or video of the General Meeting must register with the Presidium and take full responsibility in case of any misinformation about the meeting's content. If not permitted by the Presidium, recording audio or video is not allowed.
- Maintain order during the meeting, avoid private conversations, and refrain from using mobile phones. All phones must be switched off or set to silent mode.
- Comply with the meeting regulations and follow the instructions of the Presidium.

# **Article 8. Conducting the General Meeting:**

- The General Meeting shall be conducted when shareholders or shareholder representatives attending the meeting represent more than 50% of the voting shares, based on the shareholder list as of the final registration date (March 25, 2025) determined by the Vietnam Securities Depository.
- Meeting Procedure: The General Meeting will sequentially discuss and approve the agenda items as voted and adopted by the General Meeting.

# Article 9. Speaking and Discussion at the General Meeting:

- Shareholders or shareholder representatives attending the General Meeting may speak directly or submit their opinions in writing to the Secretariat, which will forward them to the Presidium. The Presidium will arrange and assign responsible individuals to respond.
- Speakers must keep their remarks concise, focused on key discussion points, and relevant to the approved agenda. Each speaking turn shall not exceed three (03) minutes.

- The Chairperson of the General Meeting has the right to remind or request shareholders to stay focused on key discussion points to save time and ensure the quality of discussions.

# Article 10. Voting on Matters within the Authority of the General Meeting:

Matters within the authority of the General Meeting shall be voted on and approved in accordance with the Voting Regulations.

## Article 11. Meeting Minutes of the General Meeting:

All matters discussed at the General Meeting must be recorded in the Meeting Minutes by the Secretary. The Meeting Minutes must be read and approved before the General Meeting is adjourned.

#### **Article 12. Effective Date:**

This regulation takes effect immediately after being approved by the 2025 Annual General Meeting of Shareholders. Shareholders and attendees of the Meeting are responsible for complying with the provisions of this regulation.

On behalf of the General Meeting Organizing Committee

Chairman of the Board of Directors



Hanoi, April 3, 2025

# VOTING REGULATIONS AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS TMT MOTOR JOINT STOCK COMPANY

#### **Article 1. General Provisions:**

- Issues on the agenda of the General Meeting must be approved by direct voting at the Meeting and implemented in accordance with these Regulations, in compliance with legal regulations and the Company's Charter.
- Voting principle: Public and direct.

#### **Article 2. Voting Ballots:**

- Each shareholder or shareholder representative attending the General Meeting will receive a "Voting Ballot" containing an attendance code, the number of shares owned and/or represented by the shareholder, and the total corresponding voting rights. The Voting Ballot is used to vote on matters requiring approval at the Meeting.
- Invalid Voting Ballots will not be counted, including:
  - + Ballots not issued by the Organizing Committee and not stamped with the Company's official seal.
  - + Ballots that are torn, crossed out, erased, or altered.
  - + Ballots containing additional information or symbols.
- The validity of votes on each matter is independent, meaning the validity of one vote does not affect the validity of other votes.

# **Article 3. Vote Counting Committee:**

- The Vote Counting Committee consists of six (06) members nominated by the Presidium and approved by the General Meeting of Shareholders. Members of the Vote Counting Committee may not necessarily be shareholders.
- Responsibilities of the Vote Counting Committee:
  - + Provide detailed voting guidelines.
  - + Distribute Voting Ballots to shareholders/shareholder representatives.
  - + Inspect and supervise the voting process.



- + Organize vote counting.
- + Prepare the vote counting results report and announce the results to the General Meeting of Shareholders.
- + Collaborate with the Presidium to resolve any voting-related complaints (if any).
- The Vote Counting Committee must ensure transparency and is responsible to the law and the General Meeting for the accuracy of vote counting results.
- After vote counting, the Vote Counting Committee must prepare a results report, announce it to the General Meeting, seal the Voting Ballots, and hand over the report and sealed ballots to the Secretariat.
- The Vote Counting Committee may establish a support team to assist in the vote counting process to ensure timely completion.
- Members of the Vote Counting Committee are not allowed to record vote counting information for personal or organizational use in any form without the approval of the Presidium.

## **Article 4. Voting Procedures:**

- Upon receiving the Voting Ballot, shareholders/shareholder representatives must verify the total number of shares recorded on the ballot. If the total number does not match their actual ownership/representation, they must immediately notify the Vote Counting Committee at the time of receipt.
- Each shareholder/shareholder representative has total voting rights equivalent to the number of shares with voting rights they own and/or represent.
- Shareholders/shareholder representatives vote by raising their Voting Ballots when voting on matters at the Meeting. For each matter, the Presidium will ask for shareholder opinions in the following sequence: "Approve; Disapprove; No opinion."

# **Article 5. Vote Counting Process:**

- The Vote Counting Committee will record the number of votes for "Approve; Disapprove; No opinion" for each matter, and the Chairperson will make a decision. The voting results will be recorded in the Meeting minutes, including:
  - + Number of votes for "Approve; Disapprove; No opinion."
  - + Percentage (%) of votes for "Approve; Disapprove; No opinion" relative to the total number of votes present at the Meeting.



- In case a shareholder/shareholder representative has concerns about the voting results, the Chairperson will review and decide immediately at the Meeting.

#### **Article 6. Conditions for Approval:**

- Resolutions of the General Meeting of Shareholders are approved if at least 65% of the total voting shares of shareholders with voting rights present in person or by proxy at the Meeting approve, for matters related to:
  - + Changes in business sectors and operations;
  - + Types of shares and the total number of shares of each type;
  - + Changes in the Company's management structure;
  - + Investment projects or asset sales valued at 35% or more of the total assets recorded in the most recent financial statement;
  - + Corporate restructuring or dissolution.
- Other matters are approved if more than 50% of the total voting shares of all attending shareholders approve.

#### **Article 7. Other Provisions:**

- All shareholders have the right to question matters related to the voting process during the Meeting. Complaints regarding voting results are only considered immediately at the Meeting. If a complaint arises, the Vote Counting Committee will review and seek the General Meeting's decision.
- These Voting Regulations take effect immediately after approval by the General Meeting and are only applicable to the 2025 Annual General Meeting of Shareholders.

ON BEHALF OF THE ORGANIZING COMMITTEE CHAIRMAN OF THE BOARD OF DIRECTORS