

Ha Noi, July 03rd, 2018

INVITATION LETTER
2018 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(The 2nd time)

To: Shareholders of HaNoi – KinhBac Agriculture & Food Joint Stock Company

Board of Directors of HaNoi – KinhBac Agriculture & Food Joint Stock Company kindly invite shareholders to attend the 2018 Annual General Meeting of Shareholders (the 2nd time) as follows:

- 1. Time:** 8:00am on Friday, July 20th, 2018
- 2. Location:** No.8, Lot TT03, Hai Dang City, Lane 2 Ham Nghi Str., My Dinh 2 Ward, Nam Tu Liem District, Hanoi City, Vietnam

3. Participants:

All shareholders holding HKB shares as of the record date 28/5/2018.

4. Content:

2018 Annual General Meeting Shareholders of will consider, approve: Please visit our website: www.hkb.com.vn/shareholders relation section/shareholders' notice to receive the documents of 2018 general meeting of shareholders

5. Confirmation of attendance:

In order to organize thoughtfully this General Meeting, Shareholders are request to confirm your attendance or exercise your power of attorney no later than **16h30 15/07/2018**.

6. Shareholders or their authorized person should bring the following documents:

Invitation letter, ID card or passport, authorization letter (in case of receiving authorization letter to attend the meeting, third party's authorization letter are not acceptable).

7. Any details related to this Shareholders Meeting, please contact:

HA NOI - KINH BAC AGRICULTURAL AND FOOD JOINT STOCK COMPANY

Address: No 08 Lot TT03 Hai Dang City, Lane 2 Ham Nghi Street, My Dinh 2 Ward, Nam Tu Liem District, HaNoi.

Phone: (024) 37877290 Fax: (024) 37877291

Email: admin@hkb.com.vn

The presence of shareholders will contribute to the success of the congress.

Cordially invited !

**ON BEHALF BOARD OF DIRECTOR
CHAIRMAN**



DUONG QUANG LU



ATTENDANCE CONFIRMATIONS
THE 2018 ANNUAL GENERAL MEETING OF SHAREHOLDERS
THE 2nd TIME

HANOI – KINH BAC AGRICULTURE & FOOD JOINT STOCK COMPANY

To: Organization Board of the 2018 Annual General Meeting of Shareholders (the 2nd time)

Name of individual/ Organization:

ID card No/Business registration No:.....issued date..... ..issued place.....

Resident address/ Head office:

Representative:.....

ID card No of representative: issued dateissued place:

Telephone No:..... Fax No:.....

By this letter, it is confirmed that I will attend the 2018 Annual General meeting of shareholders (the 2nd time) of Hanoi – Kinhbac Agriculture & Food Joint Stock Company held at 8:00 am of July 20, 2018 with:

Number of voting shares is:.....shares.

(In words:))

In which:

- Number of owned shares is: shares.
- Number of authorized shares: shares.

(Enclosed with: letter of attorney).

It is committed that I will comply with regulations of the Meeting.

....., date ... month ... year 2018

SHAREHOLDER

(Singed with full name and Append one's
seal (if any)



Ha Noi, date July 2018

LETTER OF AUTHORIZATION

Attend the 2018 Annual General Meeting of Shareholders (the 2nd time)

1. Authorized:

Name of shareholder (individual/ organization):.....
Registered number of ownership:.....
Permanent address/head office:.....
Phone number:
Shareholder's code:.....

2. Authorized person: Shareholder select one in the following way:

Option 1: Authorize others to attend the meeting

Full name:.....
ID number/ Passport/ Certificate of business registration: dated:
in.....
Permanent address/head office:.....
Phone number:

Option 2: Authorize one of the members of the Board of Directors ("BOM") or the Supervisory Board ("BKS") of Hanoi Kinhbac Agriculture & Food JSC

(Tick "✓" in one of the boxes below)

- Mr Duong Quang Lu – Chairman of the Board cum General Director
- Mr Tran Minh Tuan – Vice Chairman of the Board;
- Mr Truong Danh Hung – Member of Board of Directors cum Deputy General Director;
- Mr Do Thai Anh – Member of the Board of Directors;
- Ms Bui Thuy Anh – Member of Board of Directors;
- Mr Duong Danh Quan – Head of the Control Board

3. Authorization content: Amount of authorized shares: (Please tick "☐" in one of the following boxes)

- The total number of shares owned;
 - Part of the shares owned: shares (specify number of shares)
- The authorized party on behalf of the mandator shall act and represent on the performance of the following tasks: (1) attending the meeting and voting at the 2018 Annual General Meeting of Shareholders (the 2nd time), (2) implement the rights and obligations of shareholders corresponding to the above authorized shares at the 2018 Annual General Meeting of Shareholders (the 2nd time)
 - Authorized person performs the authorization contents according to this document and not be authorized to the third party.
 - Letter of authorization is effective from the signing date until the end of the 2018 Annual General Meeting of Shareholders (the 2nd time) of Ha Noi – Kinh Bac Agriculture and Food JSC.

AUTHORIZED PERSON
(Sign and write your name)

AUTHORIZED
(Sign and write your name)