

**VIETNAM JOINT STOCK COMMERCIAL BANK  
FOR INDUSTRY AND TRADE**

Address: No. 108 Tran Hung Dao Str., Hoan Kiem Dist., Hanoi  
Tel: +84.24.39421030; Business Registration Certificate No.  
0100111948 granted for the 13<sup>th</sup> time on 08/01/2024  
Website: <https://investor.vietinbank.vn>

**THE SOCIALIST REPUBLIC OF VIETNAM**  
**Independence-Freedom-Happiness**

*Hanoi, 11<sup>th</sup> March, 2025*

**INVITATION  
TO ATTEND 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**Respectfully to:** .....

Contact address: .....

ID No./Passport No./ Business Registration Certificate No.: .....

Number of shares owned: ..... (*as at the record date of 7<sup>th</sup> March, 2025*)

The Board of Directors (BoD) of Vietnam Joint Stock Commercial Bank for Industry and Trade (VietinBank) would like to cordially invite you to attend 2025 Annual General Meeting of Shareholders (AGM) with the following agenda:

- 1. Estimated time: 7:30 a.m on Tuesday – 1<sup>st</sup> April, 2025**
- 2. Meeting format:** In - person meeting
- 3. Venue:** Central hall - VietinBank Training and Human Resource Development School, An Trai village, Van Canh commune, Hoai Duc district, Hanoi.

**Note:** *In case of any change on the time and location of 2025 AGM, VietinBank will notify and disclose information on VietinBank Investor Relations website, Ho Chi Minh Stock Exchange website and made public on mass media. Shareholders are suggested to closely monitor and update information on VietinBank Investor Relations website at <https://investor.vietinbank.vn> - "Events" - "General Meeting of Shareholders" - "2025" - "2025 AGM", Ho Chi Minh Stock Exchange website and mass media. Those notices will replace the adjusted Invitation to attend 2025 AGM.*

**4. Meeting agenda (tentative):**

- Report of the BoD on task performance in 2024 and development orientation in 2025;
- Report of the Board of Management on business performance in 2024, orientation and plan in 2025;
- Report of the Supervisory Board (SB) on 2024's activities and orientation in 2025;
- Proposal for approval of 2024 audited financial statements;
- Proposal for approval to select an independent auditor to audit VietinBank's financial statements and provide assurance services on the operation of the internal control system in preparing and presenting VietinBank's financial statements in 2026;
- Proposal on 2024 profit distribution plan;
- Proposal for approval of the remuneration for the BoD and the SB in 2025;
- Proposal for approval of the listing of VietinBank's publicly offered bonds in 2025 on Hanoi Stock Exchange after the completion of the offerings;
- Proposal for approval of the plan to increase charter capital through issuing shares to pay dividends from remaining profits in 2021, 2022 and the period 2009-2016;
- Proposal for approval of VietinBank's personnel matters (*if any*);
- Other contents as prescribed by law and the Charter of VietinBank (*if any*).

*AV*

## 5. Meeting materials:

Invitation letter is couriered to shareholders by a guaranteed method at shareholders' registered addresses. Sample Power of Attorney, Confirmation Letter, tentative Meeting Agenda are posted on VietinBank Investor Relations website: "<https://investor.vietinbank.vn>" - "Events" - "Shareholder General Meetings" - "2025" - "2025 AGM" section. Shareholders might access the website to receive Meeting documents **from 11<sup>th</sup> March, 2025**.

A shareholder or a group of shareholders holding from 5% or more of total ordinary shares of VietinBank shall have the right to propose matters to be included in the agenda of the AGM. Such proposal must be in writing (*clearly state the name of the shareholder, the number of shares of each type of shareholder, and issues proposed to be included in the meeting agenda*) and sent to VietinBank (*Secretariat Office to the BoD and Investor Relations, Office of the BoD, VietinBank, 108 Tran Hung Dao Street, Hoan Kiem District, Hanoi*) at least 03 business days prior to the opening of the AGM.

## 6. Participation confirmation/Power of Attorney:

For the Meeting to be attentively held, please confirm attendance/attendance via authorization (*in case of authorization*) by sending the original hard copy of Confirmation letter/ Power of Attorney (*using VietinBank's sample or as per Civil Law's regulation*) via post mail to Secretariat Office to the BoD and Investor Relations, Office of the BoD, VietinBank, 108 Tran Hung Dao Street, Hoan Kiem District, Hanoi **before 05:00 p.m – 24<sup>th</sup> March, 2025**. Shareholders can send a photo/scan in advance to the email address: [investor@vietinbank.vn](mailto:investor@vietinbank.vn) and send the original hard copy via post mail later.

7. Shareholder attending 2025 AGM is kindly requested to bring Invitation, ID Card or Passport, copy of Business Registration Certificate, a valid Power of Attorney (*in case of authorization*).

We look forward to welcoming you on time at the AGM.

Yours sincerely,

ON BEHALF OF THE BOD  
CHAIRMAN



Tran Minh Binh