

CÔNG TY CỔ PHẦN SẢN XUẤT,  
THƯƠNG MẠI VÀ DỊCH VỤ Ô TÔ PTM  
PTM AUTOMOBILE SERVICE, TRADING  
AND MANUFACTURING JOINT STOCK  
COMPANY

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM  
Độc lập - Tự do - Hạnh phúc  
THE SOCIALIST REPUBLIC OF VIETNAM  
Independence - Freedom - Happiness

Số: 15./2026/CBTT-PTM

No.: 15./2026/CBTT-PTM

Hà Nội, ngày 17... tháng 03. năm 2026

Hanoi, March 17, 2026

## CÔNG BỐ THÔNG TIN BẤT THƯỜNG EXTRAORDINARY INFORMATION DISCLOSURE

Kính gửi: - Sở Giao dịch Chứng khoán Việt Nam  
- Sở Giao dịch Chứng khoán Hà Nội  
To: Vietnam Exchange/ Hanoi Stock Exchange

1. Tên tổ chức /Name of organization: CÔNG TY CỔ PHẦN SẢN XUẤT, THƯƠNG MẠI VÀ DỊCH VỤ Ô TÔ PTM/ PTM AUTOMOBILE SERVICE, TRADING AND MANUFACTURING JOINT STOCK COMPANY

- Mã Chứng Mã chứng khoán/Mã thành viên/ Stock code/ Broker code: PTM

- Địa chỉ/Address: 256 Kim Giang, Phường Định Công, TP Hà Nội/ 256 Kim Giang Street, Dinh Cong Ward, Hanoi City, Vietnam

- Điện thoại liên hệ/Tel.: +84(24)38552550

Fax: 84(24)35590352

- Email : ptmgroup@mghaxaco.com.vn

### 2. Nội dung thông tin công bố/Contents of disclosure:

Công ty Cổ phần Sản xuất, Thương mại và Dịch vụ Ô tô PTM công bố thông tin: Thông báo hướng dẫn việc thực hiện quyền mua và chuyển nhượng quyền mua cổ phiếu đối với cổ đông chưa lưu ký cổ phiếu./ PTM Automobile Manufacturing, Trading and Service Joint Stock Company announces information: Notice on the Guidance for Exercising the Right to Purchase Shares and Transfer of Share Purchase Rights for Non-Depository Shareholders.

3. Thông tin này đã được công bố trên trang thông tin điện tử của công ty vào ngày 17./03/2026 tại đường dẫn www.otoptm.com.vn / This information was published on the company's website on 17./03/2026 as in the link www.otoptm.com.vn .

Chúng tôi xin cam kết các thông tin công bố trên đây là đúng sự thật và hoàn toàn chịu trách nhiệm trước pháp luật về nội dung các thông tin đã công bố./We hereby certify that the information provided is true and correct and we bear the full responsibility to the law.

### Tài liệu đính kèm/Attached documents:

Thông báo số: 01./03/2026/TB-PTM

Đại diện tổ chức  
Organization representative  
Người đại diện theo pháp luật/Người UQ CBTT  
Legal representative/Person authorized to  
disclose information

  
TỔNG GIÁM ĐỐC  
Trần Văn Mỹ

No: 0103./2026/TB-PTM

Ha Noi, ...March... 2026

## NOTICE

### *Guidelines on Exercising the Right to Purchase Shares and Transfer of Share Purchase Rights for Non-Depository Shareholders*

PTM Automobile Service, Trading and Manufacturing Joint Stock Company (PTM) respectfully informs non-depository shareholders of the timeline and procedures for exercising the right to purchase shares and transferring share purchase rights under the offering of shares to existing shareholders as follows:

#### **1. Information on the Offered Shares**

Name of security: Shares of PTM Automobile Service, Trading and Manufacturing Joint Stock Company

Ticker symbol: PTM

Type of security: Ordinary shares

Par value: VND 10,000 per share

Trading venue: UPCOM

Record date: March 10, 2026

- Total number of shares expected to be issued: 3,200,000 shares
- Offering price: VND 10,000 per share
- Exercise ratio: 10:1 (As of the record date for determining the list of shareholders entitled to exercise the rights, each shareholder owning 01 share will receive 01 right; shareholders owning 10 rights will be entitled to purchase 01 new share).
- Rounding method, treatment of fractional shares, and treatment of unsubscribed shares (if any):
  - ✓ *Rounding method and treatment of fractional shares: The number of shares offered to existing shareholders shall be rounded down to the nearest whole number; any fractional shares arising will be cancelled.*
  - ✓ *Treatment of remaining unsubscribed shares:*
    - *The total number of remaining unsubscribed shares is determined as follows:*  
$$= \text{Total number of shares offered} - \text{Total number of shares subscribed by existing shareholders (who have paid for the shares)} - \text{Fractional shares cancelled.}$$
    - *The Board of Directors shall offer the remaining unsubscribed shares to the following investors: existing shareholders, internal persons of the Company, employees, and individual or institutional investors with sufficient financial capacity.*





- *The offering price to other investors in case the shares are not fully subscribed shall be VND 10,000 per share. These shares will be restricted from transfer for a period of 01 year from the completion date of the offering.*
- ✓ *The above share distribution shall comply with Article 42 of Decree No. 155/2020/ND-CP*
- Example: On the record date for determining shareholders entitled to purchase additional shares, shareholder Nguyen Van A owns 303 shares. Accordingly, shareholder A will be entitled to purchase:  $(303 \div 10) \times 1 = 30.3$  shares. Under the fractional share treatment method, the number of shares that shareholder A is entitled to purchase after rounding down to the nearest whole number will be 30 shares, and the 0.3 fractional share will be cancelled.
- Shareholders are kindly requested to refer to detailed information regarding the share offering in the Notice of Public Offering of Shares available on the Company's website <https://otoptm.com.vn/> under the Information Disclosure section.
- Shareholders who are internal persons or related persons of internal persons of PTM Automobile Service, Trading and Manufacturing Joint Stock Company are required to fully disclose information regarding the exercise of share purchase rights or transactions of share purchase rights in accordance with the securities laws (both before and after the transaction).
- The Notice of Share Purchase Rights for each shareholder has been sent by the Company to non-depository shareholders at the address provided in the shareholder list supplied by VSDC to the Company. In case the shareholder has not received the notice, please contact the Company at the address stated in Section 4 of this notice.

## 2. Procedures for Registration to Purchase Shares

- Time for registration and payment: From 17/03/2026 to 21/04/2026 (during working hours).
- Method of registration:

**Step 1:** Shareholders/Investors complete the Share Subscription Form (according to the attached template)

**Step 2:** Shareholders transfer payment to the following escrow account:

- *Account name: PTM Automobile Service, Trading and Manufacturing Joint Stock Company*
- *Account number: 1060742482*
- *Bank: Joint Stock Commercial Bank for Foreign Trade of Vietnam (Vietcombank) – Hai Duong Branch*
- *Payment description: Shareholder's Name\_ID Business Registration No + payment for purchase\_Number shares\_phonenumber*

*Example: Nguyen Van A - 012345678910 payment for purchase 100 shares 0987654321*

**Step 3:** Shareholders/Investors submit the subscription dossier directly or by post to the Company at the address specified in Section 4 of this notice. Required documents include:

- ✓ *Share Subscription Form;*

- ✓ *Copy of the Enterprise Registration Certificate / Citizen ID Card / Passport of the shareholder;*
- ✓ *Proof of payment for the share subscription.*
- If after April 21, 2026, the Share Subscription Form and accompanying documents are not submitted to the Company on time as stated in this notice, and/or the shareholder fails to make payment within the prescribed time, such shareholder shall be deemed to have waived the right to purchase the shares.

### 3. Procedures for Transfer of Share Purchase Rights

**Shareholders whose shares have not been deposited and who do not wish to exercise their purchase rights may transfer such rights to other shareholders. The transfer of share purchase rights shall be agreed upon between the parties.**

- Time for registration of transfer of share purchase rights: From 17/03/2026 to 16/04/2026 (during working hours).
- Shareholders may transfer their share purchase rights to other persons; however, the transfer may only be conducted once during the prescribed period. The transferee may not transfer such rights to a third party.
- The share purchase rights may be divided and transferred to multiple investors according to the agreement between the Transferor and the Transferee.
- Method for registering the transfer of share purchase rights:

**Step 1:** Shareholders complete the Application Form for Transfer of Share Purchase Rights (according to the attached template).

**Step 2:** Shareholders submit the transfer dossier directly or by post to the Company at the address stated in Section 4 of this Notice. The dossier includes:

- ✓ Application Form for Transfer of Share Purchase Rights;
- ✓ Payment order or proof of payment of personal income tax arising from the transfer of share purchase rights;
- ✓ Copies of Citizen ID Card/Passport/Enterprise Registration Certificate of both the transferor and the transferee.
- After completing the above procedures for the transfer of share purchase rights, the transferee shall carry out the share subscription procedures in accordance with the guidance provided in Section 2 of this Notice.
- If the transferee fails to complete all required share subscription procedures as prescribed in Section 2, such transferee shall be deemed to have waived the share purchase rights.
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### 4. Contact Information

For further information, shareholders are kindly requested to contact PTM Automobile Service, Trading and Manufacturing Joint Stock Company using the following details:



- Department: Finance and Accounting Department – Ms. Le Thi Huyen
- Telephone: +84 96 145 5186
- Address: 256 Kim Giang Street, Dai Kim Ward, Hoang Mai District, Hanoi, Vietnam
- Email: [duyenpham@mghaxaco.com.vn](mailto:duyenpham@mghaxaco.com.vn)

**Sincerely notified!**

Hanoi, *March...17...*, 2026

***Recipients:***

- *As above;*
- *Archived at the Administrative Office.*

**PTM AUTOMOBILE SERVICE, TRADING AND  
MANUFACTURING JOINT STOCK COMPANY**

**GENERAL DIRECTOR**



**TRAN VAN MY**





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SHARE SUBSCRIPTION FORM

(Applicable to non-deposited shares)

To: PTM Automobile Service, Trading and Manufacturing Joint Stock Company

I. Shareholder Information

- Name of Organization/Individual: .....
- Tax Code / Citizen ID Number: .....
- Date of Issue: ..... Place of Issue: .....
- Legal Representative (for organizations): .....
- Position (for organizations): .....
- Head Office / Permanent Address: .....
- Contact Address (for individuals): .....
- Telephone: ..... Email: .....

II. Share Subscription Details

The Company/I hereby agree to subscribe for shares with the following details:

- Name of shares: Shares of PTM Automobile Service, Trading and Manufacturing Joint Stock Company
- Ticker symbol: PTM
- Number of shares owned as of March 10, 2026 (non-deposited): ..... shares.
- Corresponding number of subscription rights: ..... rights.
- Number of subscription rights received via transfer (if any): ..... rights.
- Total number of shares registered for purchase: ..... shares.  
(In words: ..... shares)
- Offering price: VND 10,000 per share.
- Total payment amount for share subscription: ..... VND.  
(In words: ..... VND).


III. Undertakings

The Company/I hereby undertake that:

- I/We fully understand the rights and obligations of shareholders when exercising the right to purchase shares and commit to fully complying with such rights and obligations in accordance with the applicable laws and the Company's Charter.



- I/We take full responsibility for the legality of the source of funds used to purchase the shares.
- I/We have carefully read and fully understood all information relating to the Company's share offering.
- I/We shall transfer the payment for the share subscription to the escrow account within the time limit specified by the Company.
- I/We have fully complied with information disclosure requirements in accordance with applicable laws (if subject to such requirements) and have paid all applicable taxes and fees as prescribed by law (if any).
- I/We shall bear full responsibility for any complaints or disputes arising (if any) in connection with the registration to purchase these shares.

<ul style="list-style-type: none"> <li>• <b>Attached documents:</b> <ul style="list-style-type: none"> <li>- Copy of Citizen ID Card or Enterprise Registration Certificate (for organizations);</li> <li>- Proof of payment for the share subscription transferred to the escrow account;</li> <li>- Application for Transfer of Share Purchase Rights (if the registering individual/organization is the transferee of such rights).</li> </ul> </li> <li>• <b>Escrow account for payment of share subscription:</b> <ul style="list-style-type: none"> <li>- Account name: PTM Automobile Service, Trading and Manufacturing Joint Stock Company</li> <li>- Account number: 1060742482</li> <li>- Bank: Joint Stock Commercial Bank for Foreign Trade of Vietnam (Vietcombank) – Hai Duong Branch</li> <li>- Payment description: Shareholder's Name_ID Business Registration No + payment for purchase_Number shares _phonenumber</li> </ul> </li> </ul>	<p>....., date ... month .... year 2026</p> <p><b>Legal Representative of the Organization</b>  <b>/Individual Subscriber</b>  <i>(Full name, signature, and seal)</i></p> 
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APPLICATION FOR TRANSFER OF SHARE PURCHASE RIGHTS

(Applicable to non-deposited shares)

To: PTM Automobile Service, Trading and Manufacturing Joint Stock Company

We, the undersigned, include:

I. Transferor

- Name of Organization/Individual: .....
- Tax Code / Citizen ID Number: .....
- Date of Issue: ..... Place of Issue: .....
- Legal Representative (for organizations): .....
- Position (for organizations): .....
- Head Office / Permanent Address: .....
- Contact Address (for individuals): .....
- Telephone: ..... Email: .....

II. transferee

- Name of Organization/Individual: .....
- Tax Code / Citizen ID Number: .....
- Date of Issue: ..... Place of Issue: .....
- Legal Representative (for organizations): .....
- Position (for organizations): .....
- Head Office / Permanent Address: .....
- Contact Address (for individuals): .....
- Telephone: ..... Email: .....

III. Request for Confirmation of Transfer of Share Purchase Rights:

We hereby request PTM Automobile Service, Trading and Manufacturing Joint Stock Company to confirm the transfer of share purchase rights with the following details:

Name of Shares	Number of Purchase Rights Owned	Number of Purchase Rights Transferred	Transfer Price (VND/right)	Remaining Purchase Rights
Shares of PTM Automobile Service, Trading and Manufacturing Joint Stock Company Ticker symbol: PTM				



#### IV. We hereby undertake that

- The purchase rights proposed for transfer are entirely under the lawful ownership and use of the Transferor. Payment for the transferred purchase rights (if any) shall be mutually agreed upon and settled by the two parties.
- We have fully complied with information disclosure requirements in accordance with applicable laws (in cases where disclosure is required) and have paid all applicable taxes and fees in accordance with legal regulations (if any).
- We shall bear full responsibility for this proposed transfer transaction and shall independently resolve any complaints or disputes arising (if any) relating to this transfer of share purchase rights.
- This Application for Transfer of Share Purchase Rights is made in 03 (three) copies: each party retains one copy, and the issuing company retains one copy. The document shall take effect from the date it is confirmed by PTM Automobile Service, Trading and Manufacturing Joint Stock Company.

Date.....month.....year 2026

**TRANSFEROR**

*(Full name, signature, and seal if any)*

Date.....month.....year 2026

**TRANSFeree**

*(Full name, signature, and seal if any)*



#### **Confirmation of PTM Automobile Service, Trading and Manufacturing Joint Stock Company**

HaNoi, Date .....month .....year 2026

**Legal Representative / Authorized Representative**

*(Full name, signature, and seal)*