

**NOTICE OF INVITATION AND DOCUMENTS FOR THE 2026 ANNUAL GENERAL
MEETING OF SHAREHOLDERS**

To: Our Valued Shareholders of Song Da Joint Stock Company

Song Da 5 Joint Stock Company (registered address: 5th Floor, Tower B, HH4 Building, Song Da - My Dinh Urban Zone, Tu Liem Ward, Hanoi City; Enterprise code: 0100886857 issued by Department of Planning and Investment, 22th changed on 10 January 2025).

Respectfully informs and invites our valued Shareholders to attend the 2026 Annual General Meeting of Shareholders of Song Da 5. The details are as follows:

- 1. Time:** 08:00 A.M, Tuesday, April 22nd, 2026.
- 2. Location:** 5th Floor Hall, Tower B, HH4 Building, Song Da - My Dinh Urban Zone, Tu Liem Ward, Hanoi City, Vietnam
- 3. Eligibility to Participate:** Delegates; Members of Board of Directors, Board of Supervisors, all shareholders owning Song Da 5 JSC shares as of the list finalized by Vietnam Depository and Clearing Corporation ("VSDC") on 23 March 2026 or their duly authorized representative.
- 4. Agenda:** The General Meeting of Shareholders will consider and approve the following contents:
 - Report on Business performance results in 2025 and business performance plan in 2026;
 - Report of the Board of Directors' performance results in 2025 and directions and missions in 2026;
 - Report of the Board of Supervisors on performance results in 2025, performance plan in 2026;
 - Proposal for approval of the Audited Financial Statements in 2025;
 - Proposal for the profit distribution and dividend payment in 2025;
 - Proposal for the settlement of remuneration of the Board of Directors, Secretary and the Boards of Supervisors in 2025 and remuneration plan for 2026;
 - Proposal for the selection of an auditing firm for the Financial Statements in 2026;
 - Proposal for amendments and supplements to the Company's Charter.
- 5. Attendees or their authorized representatives must bring the following documents:**
 - 5.1. For Individuals:**
 - Meeting invitation;
 - Citizen ID or passport;
 - In case of authorization to attend the Congress, the authorized representatives shall be requested to present their Citizen ID or passport, the meeting invitation (original) and the authorization letter (original).
 - 5.2. For organizations:**



- Meeting invitation;
 - Business Registration Certificate (copy);
 - Citizen ID or passport of the Legal Representative;
 - In case of receiving authorization to attend the Congress, the authorized representatives shall be requested to present their Citizen ID or passport, the meeting invitation (original), Business Registration Certificate (copy) and the authorization letter (original).
6. Comments on the content of the Meeting: For the Meeting to be well prepared, in case shareholders or groups of shareholders holding 5% or more of the voting shares, please send a written comment to Song Da 5 no later than 8:30 A.M. on April 17th, 2026.
7. The attached documents to the Notice of Meeting Invitation:
- The Confirmation of Attendance/Authorization to Attend Form.
 - Other documents of the General Meeting of Shareholders can be found and downloaded on Song Da 5 JSC's website at www.songda5.com.vn; Otherwise, please contact Song Da 5 to directly receive the documents from Song Da 5.
8. Confirmation of attendance at the General Meeting: To facilitate organizing the General Meeting effectively, you are kindly requested to conduct the procedures of your attendance confirmation or conduct the authorization to another person to attend on your behalf. Please send this confirmation to Song Da 5 head office's address by post or fax: (+84-24).222.555.58 no later than 16:30 on 17 April 2026.
9. For any details related to the General Meeting, please contact Song Da 5 with the following information:
- Office address: 5th Floor, Tower B, HH4 Building, Song Da – My Dinh Urban Zone, Tu Liem Ward, Hanoi City, Viet Nam.

- Tel: (+84- 24) 222 555 86

Fax: (+84- 24) 222 555 58

- Email: tchc@songda5.com.vn

This notice is in lieu of the Invitation./.

We look forward to welcoming you to the 2026 Annual General Meeting of Shareholders of Song Da 5 Joint Stock Company.

Best regards,

Recipient:

- As addressed;
- Members of Board of Directors;
- Members of Board of Supervisors;
- Board of Executive Board;
- Filed in Board of Directors, HR.

FOR AND ONBEHALF OF BOARD OF DIRECTORS



Le Van Tuan



Hanoi, March 2026



**CONFIRMATION
OF ATTENDANCE/AUTHORIZATION TO ATTEND
THE 2026 GENERAL MEETING OF SHAREHOLDERS
OF SONG DA 5 JOINT STOCK COMPANY**

1. Shareholder's Information

Shareholder's name:.....
Address:.....
Phone number:.....
Citizen ID/Passport/Business registration certificate No:.....Issue date:.....
Issue place:.....
Number of shares owned in the list finalized by Vietnam Depository and Clearing Corporation ("VSDC") on 23 March 2026----- shares.
Pursuant to the Meeting Invitation Notice of the Board of Directors of Song Da 5 Joint Stock Company, I hereby confirm my attendance at the 2026 Annual General Meeting of Shareholders as follows:

2. Attend in person

....., date..... month..... year 2026

SHAREHOLDER

(Sign and print full name)

3. Authorization to attend the General Meeting, details as follows:

Authorize for Mr./Ms:
Address:.....
Phone number:.....
Citizen ID/Passport/Business registration certificate No:.....Issue date:.....
Issue place:.....
Number of authorized shares:.....shares. (Shareholders who do not fill in this section are considered to have authorized all the shares owned as stated in Item 1)

....., date..... month..... year 2026

AUTHORIZED PERSON

(Sign and print full name)

SHAREHOLDER

(Sign and print full name)

Notes:

- **Shareholders attending the General Meeting in person** are requested to fill in all blank information in Item 1 and **sign their confirmation in Item 2** (Do not sign in Item 3)
- Shareholders authorizing another person to attend the General Meeting are requested to fill in all information in Item 1 and information of the authorized person in Item 3. **Both the authorizing person and the authorized person sign their confirmation in Item 3** (Do not sign in Item 2)
- **For organizational shareholders**, the signature in each Item is **the signature of their Legal Representative** with the seal of the organization.
- Shareholders are requested to fax this confirmation to the Office of Song Da 5 Joint Stock Company at Phone Number: (+84-24) 222 555 86 or email to tchc@songda5.com.vn to confirm their attendance in the General Meeting.