

## INVITATION LETTER

(Re: Participating in the Annual General Meeting of Shareholders for the fiscal year 2018)

**Respectfully addressed to: Esteemed Shareholders of Thien Long Group Corporation**

The Board of Directors of **Thien Long Group Corporation** is honored to invite the Shareholders to attend the Company's Annual General Meeting of Shareholders ("AGM") for the fiscal year 2018 as follows:

- 1. Time** : 08.30 AM, Thursday, May 30<sup>th</sup>, 2019.
- 2. Location** : New World Saigon Hotel  
76 Le Lai Street, Ben Thanh Ward, District 1, Ho Chi Minh City.
- 3. Participants** : All the Shareholders or authorized representatives of the Shareholders named in the list of ownership of Thien Long Group Corporation's shares dated April 25<sup>th</sup>, 2019 provided by the Vietnam Securities Depository (VSD) - Ho Chi Minh City Branch.
- 4. Content** : Please refer to the documents and the AGM agenda posted on our website [www.thienlonggroup.com](http://www.thienlonggroup.com) from May 17<sup>th</sup>, 2019.
- 5. Registration and Participation:**
  - Shareholder who is participating in the AGM is required to confirm or send the Power of Attorney (if the shareholder authorizes another person to participate) using the attached form to the Company via postal mail or fax before May 24<sup>th</sup>, 2019.
  - Please bring this Invitation Letter, your ID card/Passport, or Power of Attorney (original copy) to register your participation in the AGM. The Company shall not be responsible for shareholders who fail to show all valid documents mentioned above.

Your attendance is essential to the success of the AGM and the future development of the Company.

**Respectfully yours,**

**For more information, please contact:**  
Investor Relations Department  
Thien Long Group Corporation  
Address: Lot 6-8-10-12, Road No. 3, Tan Tao  
Industrial Park, Binh Tan District, Ho Chi Minh City  
Phone: (028) 37505555 (Ext: 151)  
Fax: (028) 37505577

*Ho Chi Minh City, May 7<sup>th</sup>, 2019*  
**ON BEHALF OF THE BOARD OF DIRECTORS**  
**CHAIRMAN**



**CO GIA THO**

**SOCIALIST REPUBLIC OF VIETNAM**

Independence - Freedom - Happiness

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.....(place), ...../...../2019

**POWER OF ATTORNEY**

(Re: Participating in and voting at the Annual General Meeting of Shareholders for the fiscal year 2018)

**To: The Board of Directors of Thien Long Group Corporation**

**I. AUTHORIZING PARTY:**

Full name of individual/organization: .....

ID/Business Registration No.: ..... Date of issuance: ..... Place of issuance: .....

Address: .....

Telephone number:.....

is a shareholder of Thien Long Group Corporation.

Total number of shares owned as at April 25<sup>th</sup>, 2019: ..... shares.

Hereby authorizes:

**II. AUTHORIZED PARTY:**

Full name of individual/organization: .....

ID/Business Registration No.: ..... Date of issuance: ..... Place of issuance: .....

Address:.....

Telephone number:.....

Number of shares authorized: .....shares.

**III. CONTENTS OF AUTHORIZATION:**

The authorized party shall, on behalf of the authorizing party, participate in and vote at the Annual General Meeting of Shareholders for the fiscal year 2018 of Thien Long Group Corporation.

We fully bear responsibility for the authorization and commit to following strictly all the provisions of applicable laws.

**AUTHORIZED PARTY**  
(Signature and Full name)

**AUTHORIZING PARTY**  
(Signature and Full name)

*Note: Where the authorizing party is an organization, please stamp.*

**AGENDA OF THE ANNUAL GENERAL MEETING OF SHAREHOLDERS  
FOR THE FISCAL YEAR 2018 (Draft)**

**THIEN LONG GROUP CORPORATION**

*(Thursday, May 30<sup>th</sup>, 2019 from 08.30 AM to 11.55 AM)*

**I. TIME AND VENUE:**

1. **Time:** Thursday, May 30<sup>th</sup>, 2019, 08.30 AM.
2. **Venue:** New World Saigon Hotel, 76 Le Lai Street, Ben Thanh Ward, District 1, Ho Chi Minh City.

**II. CONTENT:**

No.	Content	Presenters	Time	Notes
<b>A</b>	<b>REGISTRATION</b>			
1	Guests Welcome and Registration.	Organizing Committee	08.30- 09.00 (30 mins)	
<b>B</b>	<b>MEETING OPENING</b>			
2	Announcement of the Meeting purpose and introduction of the delegations.	Secretary	09.00- 09.10 (10 mins)	
3	Announcement of Shareholders attendance ratio.	Supervisory Board	09.10- 09.15 (05 mins)	
4	Approval for the Meeting Agenda, List of Meeting Chairpersons, Secretary and Vote Counting Committee.	Secretary	09.15- 09.20 (05 mins)	
5	Opening Ceremony Speech.	Chairman	09.20- 09.25 (05 mins)	
<b>C</b>	<b>MAIN CONTENT</b>			
6	Report of the Board of Directors.	Chairman	09.25- 09.35 (10 mins)	
7	Report of Board of Management on the Group's 2018 business results and 2019 development plan.	Chief Executive Officer	09.35- 10.15 (40 mins)	
8	Report of the Supervisory Board.	Head of Supervisory Board	10.15 – 10.20 (5 mins)	

No.	Content	Presenters	Time	Notes
9	<p><b>Submissions for Shareholders' approval:</b></p> <ul style="list-style-type: none"> <li>- Proposal for the approval of Audited 2018 Financial Statements;</li> <li>- Proposal for 2018 Profit Distribution;</li> <li>- Proposal for Revenue, Profit After Tax Target and Profit Distribution Plan for the fiscal year 2019;</li> <li>- Proposal for authorizing the Board of Directors to appoint Auditing Company for the fiscal year 2019;</li> <li>- Proposal for the plan to issue shares to increase charter capital in 2019 and the registration for additional listing of shares on the Ho Chi Minh City Stock Exchange;</li> <li>- Proposal for the vote to add members of the Board of Directors (the General Meeting of Shareholders will vote to pass this proposal before voting).</li> </ul>	BOD Members	10.20 – 10.30 (10 mins)	
10	Approving the voting regulation and conducting to vote members of the Board of Directors.	Vote Counting Committee	10.30 – 10h50 (20 mins)	
	<b>BREAK</b>	<b>(Teabreak)</b>	<b>10.50 – 11.10 (20 mins)</b>	
11	Questions and Answers.	Meeting chairperson	11.10 – 11.30 (20 mins)	
12	Voting on (6), (7), (8), (9).	Secretary	11.30– 11.40 (10 mins)	
13	Announcement on the result of vote to add member of the Board of Directors.	Vote Counting Committee	11.40 – 11.45 (5 mins)	
14	Approval on the Meeting Minutes of the Annual General Meeting of Shareholders for the fiscal year 2018.	Secretary	11.45 – 11.55 (10 mins)	
<b>D</b>	<b>CLOSING</b>			
15	Announcement of the Closing	Secretary	11.55	

**ORGANIZING COMMITTEE  
OF THE GENERAL MEETING OF SHAREHOLDERS**



**THIEN LONG GROUP CORPORATION**  
Lot 6-8-10-12, Road No. 3, Tan Tao Industrial Park, Tan Tao A  
Ward, Binh Tan District, Ho Chi Minh City, Vietnam  
Tel: 028 3750 5555 – Fax: 028 3750 5577  
Website: [www.thienlonggroup.com](http://www.thienlonggroup.com)

*Ho Chi Minh City, dated 7 May 2019*

## **ANNOUNCEMENT**

***Regarding the nomination, self-nomination for the Board members  
for the office term of 2017 – 2021***

**Respectfully to: Esteemed Shareholders of Thien Long Group Corporation**

- Pursuant to Law on Enterprises No. 68/2014/QH13 dated 26 November 2014;
- Pursuant to the Charter and the Governance Regulations of Thien Long Group Corporation.

Dear Esteemed Shareholders,

In 2018, the Board of Directors (the “**Board**”) of Thien Long Group Corporation (the “**Company**”) demonstrated a pioneering role in the management, supervision, strategy, risk management, human resources and remuneration in order to solve the work under its authority professionally, thoroughly and effectively. The members of the Board were always proactive and positive in their work, demonstrating a high sense of responsibility and a professional and timely contribution to the general decisions of the Board.

Following that pioneering role and implementing the business plan of 2019, the Board intends to submit to the Shareholders in the forthcoming Annual General Meeting of Shareholders (the “**AGM**”) for the fiscal year 2018 the plan to additionally elect 01 (one) member into the Board for the office term of 2017 – 2021 with the desire to improve and strengthen the management system more professionally and effectively, the general decisions of the Board have more comments as well as are considered more carefully, ensuring objectivity, accuracy and being constructive.

Therefore, the Board respectfully proposes the Shareholders to promote their sense of responsibility to nominate, self-nominate qualified and suitable candidates to additionally elect the Board members for the office term of 2017 – 2021.

The Board would like to respectfully informs our valuable Shareholders of the nomination, self-nomination to additionally elect the Board members for the office term of 2017 – 2021 at the AGM for the fiscal year 2018 of the Company as follows:

### **1. Conditions for the nomination and self-nomination for the Board members**

Shareholders holding the voting shares for a consecutive period of six (6) months or more have the right to combine the voting rights of each such Shareholder to nominate candidates to the Board. Shareholder or Shareholders Group holding from 10% to less than 20% of the

total voting shares for a consecutive period of six (6) months or more has the right to nominate one (1) candidate, other circumstances as stipulated in Article 24.2 of the Company Charter and Article 17 of the Governance Regulations.

**2. Criteria of candidates nominated and self-nominating for the Board members**

Under Article 24.2 of the Company Charter and Article 16 of the Governance Regulations, criteria to become the Board member:

- (a) Having full capacity for civil acts and not fall into the category of entities not permitted to manage enterprises under the Enterprises Law;
- (b) Being an individual Shareholder owning at least 5% of the total ordinary shares or another person has professional qualifications and experience in business administration or in main business lines of the Company.

**3. Application file for the nomination and self-nomination for the Board members**

Application file includes:

- (a) Nomination, self-nomination form for the Board members (standard form);
- (b) Candidate's profile for the Board members (standard form);
- (c) Notarised copies: ID card (or Passport if overseas Vietnamese, foreigners), permanent residence book (or long-term temporary residence certificate), diplomas and certificates of educational and professional qualifications.

Shareholder or Shareholders Group please sends the application file before **24 May 2019** to  
*(Shareholder can download relevant documents at Website of the Company):*

**Shareholders Relations Division**  
**THIEN LONG GROUP CORPORATION**  
Lot 6-8-10-12, Road No. 3, Tan Tao Industrial Park,  
Tan Tao A Ward, Binh Tan District, Ho Chi Minh City, Vietnam  
Tel: 028 3750 5555 – Fax: 028 3750 5577  
Website: [www.thienlonggroup.com](http://www.thienlonggroup.com)

We sincerely thank the cooperation of Esteemed Shareholders.

Respectfully yours./.

**FOR AND ON BEHALF OF THE BOARD  
CHAIRMAN**



*[Signature]*  
**CO GIA THO**



**THIEN LONG GROUP CORPORATION**

Lot 6-8-10-12, Road No. 3, Tan Tao Industrial Park, Tan Tao A  
Ward, Binh Tan District, Ho Chi Minh City, Vietnam  
Tel: 028 3750 5555 – Fax: 028 3750 5577  
Website: [www.thienlonggroup.com](http://www.thienlonggroup.com)

**NOMINATION, SELF-NOMINATION FORM FOR THE BOARD MEMBERS**

Candidate’s full name for the Board members: .....  
Date of birth: ..... Gender: .....  
ID card/Passport: ..... Date of issue: ..... Place of issue: .....  
Permanent residence address: .....  
Contact phone: .....

List of shareholders who nominate the candidate:

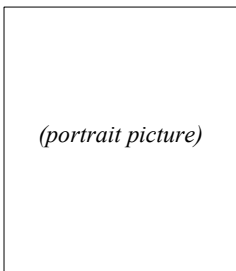
NO.	FULL NAME	NUMBER OF SHARES	SIGNATURE
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	<b>Total shares</b>		

....., dated ..... 2019

**THE REPRESENTATIVE**  
(Sign and write full name)

**Notes:**

- Shareholder or Shareholders Group please sends “Nomination, self-nomination form for the Board members” enclosed with “Candidate’s profile for the Board members” to: Shareholders Relations Division, Thien Long Group Corporation, Lot 6-8-10-12, Road No. 3, Tan Tao Industrial Park, Tan Tao A Ward, Binh Tan District, Ho Chi Minh City, Vietnam before **24 May 2019**.
- Please refer to the conditions and criteria for the nomination, self-nomination for the Board members in the attached “Announcement regarding the nomination, self-nomination for the Board members for the office term of 2017 – 2021” or on Website of the Company.



**CANDIDATE’S PROFILE  
 FOR THE BOARD MEMBERS**

**(Candidate’s information at the Annual General Meeting of Shareholders  
 for the fiscal year 2018)**

Full name : .....

Gender : .....

Date of birth : .....

Place of birth : .....

ID card/Passport : .....

Nationality : .....

Ethnic : .....

Hometown : .....

Permanent residence address : .....

Educational qualifications : .....

Professional qualifications : .....

Working experience : .....

Current position at the Company : .....

Current position at other Companies : .....

The number of shares holding (at the time of 25 April 2019) : .....

The breach of law : .....

The interests conflicting with the Company : .....

The debts payable to the Company : .....

The related persons<sup>1</sup> holding the Company’s shares : .....

....., dated ..... 2019

**CANDIDATE FOR THE BOARD MEMBERS**

*(Sign and write full name)*

<sup>1</sup> The related persons include: Spouse, natural father, adoptive father, natural mother, adoptive mother, child, adopted child, sibling.