

**CONFIRMATION/AUTHORIZATION LETTER
OF ATTENDANCE**
Annual Shareholders Meeting 2020 (“ASM”)

Attn: **Vinh Hoan Corporation (“Vinh Hoan”)**

I. Shareholder Information:

Full name:

Shareholder code¹:

No. of shares owned:

(shares)

Identification Card No. / Citizen Identification Card No. / Passport No. / Business
Registration Certificate No. / Business Establishment Certificate No. / Ownership No.:

Legal representative (of institution shareholder):

Permanent address/head office (of institution shareholder):

**II. Confirmation/Authorization of attendance at Vinh Hoan Corporation’s Annual
Shareholders Meeting 2020:**

(Indicate with an “X” in the appropriate box)

1. ☐ Attendance in person

2. ☐ Authorization to the following proxy:

Individual/institution name:

Identification Card No. / Citizen Identification Card No. / Passport No. / Business
Registration Certificate No. / Business Establishment Certificate No. / Ownership No.:

Legal representative (of institution proxy):

Permanent address/head office (of institution proxy):

3. ☐ Authorization to one member of Vinh Hoan Corporation’s Board of Directors:

(Indicate with an “X” in the appropriate box)

☐ Ms. Truong Thi Le Khanh – Chairwoman

☐ Ms. Nguyen Ngo Vi Tam – Board Member

☐ Ms. Truong Tuyet Hoa – Board Member

3.1. Scope of authorization:

The proxy’s execution rights shall be limited to: *(Indicate with an “X” in the appropriate box)*

The No. of authorized shares: ☐ Full authorization ☐ Partial authorization:
.....shares²

- Authorization scope: ☐ Attendance at the ASM ☐ Attendance at the ASM and casting the
voting right

- Authorization period: from 9AM May 15th, 2020 until the closing of the ASM

3.2. Authorization Commitment:

- The shareholder is fully responsible for any matter arising in accordance with the rights
and responsibilities executed by the proxy.

- The proxy is only allowed to execute their rights according to the scope stated in Section
3.1 of this Confirmation/Authorization Letter of Attendance and is not allowed to re-
appoint another third party as their proxy.

..., day.....month....., 2020

THE SHAREHOLDER

*(Sign with your full name and; in case of institution, must be
signed by the legal representative and stamped)*

THE AUTHORIZED PROXY

*(Sign with your full name and seal the company
stamp if available)*

¹ Contact us at (028) 3836 4849 – Ext: 19 or 22 to get your Shareholder Code if you do not receive this letter by post

² Provide the number of authorized shares

Important Notes:

Prior to ASM 2020 date:

Shareholders please confirm your attendance in person or authorize to the proxy and at the same time, please confirm your attendance at the luncheon and the company tour **latest by 16:00 April 29th, 2020** by one of the following method:

- Scan to this email: ir@vinhhoan.com,
- Fax: (028) 3836 5090,
- Send by post to Vinh Hoan's address:

To: **Vinh Hoan Corporation**

Attn: (Mr) Pham Thanh Tung

8th Floor, 569 Tran Hung Dao Street, Cau Kho Ward, District 1, Ho Chi Minh City

Phone number: (028) 3836 4849 – Ext: 19

On the ASM date, at the registration desk:

Shareholder who attends in person is requested to present:

- Identity Card/ Citizen Identification Card/ Passport;
- Original Invitation Letter/ Confirmation/Authorization Letter of Attendance (if you do not receive these letters by post, please email to ir@vinhhoan.com to require the copies of these documents.)

The authorized proxy is requested to present:

- Original Invitation Letter/ Confirmation/Authorization Letter of Attendance (if you do not receive these letters by post, please email to ir@vinhhoan.com to require the copies of these documents);
- A certified copy of the authorizer's Identity Card/ Citizen Identification Card/ Passport;
- The proxy's Identity Card/ Citizen Identification Card/ Passport.