

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

Ha Noi, 30<sup>th</sup> Dec 2024

**INVITATION LETTER**  
**THE 2025 EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS**

Vietnam Airlines respectfully **Mr/ Mrs...**  
invites:  
Telephone number: ...  
Total number of shares owned: ...  
Address: ...  
...

MÃ VẠCH - ATO

To attend our 2025 Extraordinary General Meeting of Shareholders (hereinafter referred to as the EGM):

- 1. Time:** From 08:30 a.m., Jan 21<sup>st</sup>, 2025 (\*)  
*Shareholders' greetings and registration is from 07:30 a.m. to 08:30 a.m.*
- 2. Venue:** Vietnam Airlines JSC, 200 Nguyen Son St., Long Bien Dist., Hanoi.
- 3. Agenda**
  - Share issuance plan to increase VNA charter capital;
  - Updated report on VNA's restructuring project until the end of 2025;
  - Investment policy on narrow-body aircraft investment project;
  - Plan for selecting an auditing company for financial statements for the period 2025-2027
  - Other matters (if any).

**4. Meeting materials and other requirements**

EGM agenda and materials are available on VNA's website [www.vietnamairlines.com](http://www.vietnamairlines.com) (Investor Relations).

To facilitate the organization of the meeting, please kindly send your confirmation of attendance/authorization and other related documents (if any) to the below address no later than 4 p.m. of Jan 20<sup>th</sup>, 2025.

- Address: Vietnam Airlines JSC, 200 Nguyen Son, Long Bien District, Ha Noi.
- Telephone: (024) 3873 2732 -2012 Fax: (024) 3872 1765
- Email: [nhadautu@vietnamairlines.com](mailto:nhadautu@vietnamairlines.com)

(\*) *In case of any changes to the time of the EGM, Vietnam Airlines will publicly announce on the website [www.vietnamairlines.com](http://www.vietnamairlines.com) no later than 3 days before the official event date.*

*It is our pleasure to welcome you!*

**Notes:**

Shareholders/authorized people attending the meeting shall bring the following documents:

1. Invitation Letter (if any);
2. ID Card/Passport or other proof of legal identity; Certificate of business registration or equivalent legal documents;
3. In case of authorized attendants: comply with the meeting organization regulation.

**ON BEHALF OF THE BOD**  
**CHAIRMAN OF THE BOARD**



**Dang Ngoc Hoa**