

No: 07.../2025/TTH

Hanoi, June 09, 2025

*Re: Addition of Meeting Documents of the  
2025 Annual General Meeting of  
Shareholders*

**EXTRAORDINARY INFORMATION DISCLOSURE**

**To:           The State Securities Commission  
              The Hanoi Stock Exchange  
              Shareholders of the Company**



**1. Name of organization:** Tien Thanh Service and Trading Joint Stock Company

- Stock code: TTH
- Address: Viet Hung Urban Area, Duc Giang Ward, Long Bien District, Hanoi City
- Tel: 0963 893 958                      Fax:
- E-mail: info@tienthanhjsc.vn

**2. Contents of disclosure:**

On June 09, 2025, Tien Thanh Service and Trading Joint Stock Company received a proposal from a group of shareholders (holding 9,18% of the Company's total shares) requesting to include the item "dismissal of Mrs. Dao Vu Thinh Van and additional election of a member of the Board of Directors for the 2021-2026 term" in the agenda of the 2025 Annual General Meeting of Shareholders (based on Mrs. Dao Vu Thinh Van's submission of her resignation letter).

The Board of Directors has approved the proposal as it is in accordance with the Law on Enterprises and reflects the actual situation of the Company. Accordingly, the Board of Directors discloses the addition of the following draft documents related to the dismissal and additional election of a member of the Board of Directors for the 2021-2026 term, including:

- Proposal No. 06/2025/TTr-DHDCD dated June 09, 2025, regarding the dismissal and additional election of a member of the Board of Directors for the 2021 – 2026 term;
- Election Regulations attached to Proposal No. 06/2025/TTr-DHDCD dated June 09, 2025;
- Sample Voting Form;
- Tentative agenda of the General Meeting (including the added item on dismissal and additional election of a member of the Board of Director)
- Draft Resolution of the 2025 Annual General Meeting of Shareholders năm 2025 (including the added item on dismissal and additional election of a member of the Board of Director).

At the 2025 Annual General Meeting of Shareholders, the Board of Directors will seek shareholders' opinion on adding this item to the agenda. If General Meeting of Shareholders approve, this item will be officially added to the agenda and content of the General Meeting.

3. This information was published on the company's website on June 09, 2025 as in link: [tienthanhjsc.vn](http://tienthanhjsc.vn) (Shareholder – General Meeting of Shareholders 2025)

We hereby certify that the information provided is true and correct and we bear the full responsibility to the law.

**\* Attached documents:**

- The additional documents mentioned above.

**TIEN THANH SERVICE AND TRADING  
JOINT STOCK COMPANY**  
**Legal representative**



**TỔNG GIÁM ĐỐC**  
*Phan Thanh Nam*

No.: 06/2025/TTr-DHDCD

*Hanoi, June 9, 2025*

**PROPOSAL TO**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**(Re: Dismissal and additional election of member of the BOD for the 2021-2026 term)**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company;
- Pursuant to the resignation letter of Mrs. Dao Vu Thinh Van;
- Pursuant to the proposal of the group of shareholders.

The Board of Directors of Tien Thanh Service and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval the dismissal and additional election of one member of the Board of Directors, as follows:

1. Approval of the dismissal of Mrs. Dao Vu Thinh Van from the position as member of the Board of Directors.
2. Approval of the additional election of one member of the Board of Directors for the 2021-2026 term in accordance with the attached election regulations.

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS**  
**CHAIRWOMAN**



**Dao Vu Thinh Van**



## **REGULATIONS ON THE ADDITIONAL ELECTION OF MEMBERS TO THE BOARD OF DIRECTORS FOR THE 2021 – 2026 TERM**

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Law on Securities No. 54/2019/QH dated November 16, 2019;
- Pursuant to Decree No. 155/2020/NĐ-CP dated December 31, 2020, detailing the implementation of several provisions of the Law on Securities;
- Pursuant to Charter of on organization and operation of Tien Thanh Service and Trading Joint Stock Company.

The 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company will conduct the additional election of members of the Board of Directors (BOD) for the 2021 – 2026 term in accordance with the following contents:

### **Article 1. Eligible voters**

All shareholders owning shares of Tien Thanh Service and Trading Joint Stock Company as of the final registration date, May 5, 2025, or the authorized representatives of the shareholders attending at the 2025 Annual General Meeting, have the right to vote.

### **Article 2. Number and Candidate Requirements**

1. Number of the BOD's members to be additionally elected: 1 member.
2. Number of BOD candidates: Unlimited
3. Requirements of the BOD members:
  - a. Must have full civil capacity and not fall under the group of individuals prohibited from managing enterprises according to Clause 2, Article 17 of the Law on Enterprises;
  - b. Must have professional qualifications and experience in business administration or in the company's field of business and is not required to be a shareholder of the company;
  - c. Members of the BOD are only allowed to concurrently serve as members of the BOD in a maximum of 5 other companies.

### **Article 3. Entities Eligible to nominate candidates of the BOD**

1. Shareholders or groups of shareholders owning at least 10% of the total common shares have the right to nominate candidates for the BOD. The nomination process is carried out as follows:
  - a. Shareholders forming a group to nominate candidates for the BOD must notify other shareholders about the group meeting before the opening of the General Meeting of Shareholders
  - b. Based on the number of the BOD's members to be additionally elected, shareholder or groups of shareholders specified in this clause have the right to nominate one candidate for the BOD.
2. In the event that no candidates are nominated or self-nominated by the application deadline, the current BOD shall introduce candidates to meet the required number. The



introduction of candidates by the current BOD must be clearly announced before the GMS votes to elect the members of the BOD in accordance with the law.

#### **Article 4. Nomination or self-nomination documents for members of the BOD**

1. Nomination and Self-Nomination documents for members of the BOD include:
  - a. The original Nomination or Self-Nomination Form (the attached form)
  - b. The original candidate's resume (the attached form)
  - c. A notarized copy of the Citizen Identification Card/ Passport, certificates verifying educational and professional qualifications.
2. Shareholder or groups of shareholders eligible as mentioned above who wish to nominate or stand as candidates for the BOD of Tien Thanh Service and Trading Joint Stock Company are kindly requested to submit their nomination or self-nomination documents to the Company, using the following methods:
  - Submit a hard copy **before 3:00 PM on June 12, 2025**, to the following address:  
**Tien Thanh Service and Trading Joint Stock Company – Representative Office at No. 122 Khuat Duy Tien Street, Nhan Chinh Ward, Thanh Xuan District, Hanoi City.**
  - Send a scanned copy before 12:00 PM on June 12, 2025, to the email address: [info@tienthanhjsc.vn](mailto:info@tienthanhjsc.vn) and submit the hard copy to the **Shareholder Eligibility Verification Committee** at the venue of the Company's 2025 Annual General Meeting of Shareholders between 7:45 AM and 7:55 AM on June 13, 2025.

#### **Article 5. List of Candidates**

Based on the nomination and self-nomination documents from the shareholders/groups of shareholder, the Organizing Committee will prepare a list of candidates, who meet the required qualifications and will present the list for approval at the General Meeting before proceeding with the election.

#### **Article 6. Voting method**

1. The election of BOD's members will be conducted by secret ballot using the cumulative voting method, in which each shareholder has a total number of votes corresponding to the total number of shares with voting rights (including both owned and authorized shares) multiplied by the number of Board members to be additionally elected.  
Specifically: **Number of votes = Number of voting shares x 1**
2. Shareholders have the right to allocate all or part of their total votes to one or more candidates.
3. Each shareholder may choose only one member from the BOD's candidates. The shareholders must clearly indicate the number of votes (allocate all or part of their total votes for their chosen candidate and cross out the full name of any candidates they do not choose.
4. In case shareholder makes mistake while filling out the Election Ballot and has not yet submitted it into the Ballot box, the shareholder may contact the Vote Counting Committee to request a replacement Election Ballot.



**Article 7. Election Ballot**

1. Each shareholder or authorized representative attending the General Meeting shall be issued one Election Ballot.
2. Election Ballot is printed on A4 paper with official seal of Tien Thanh Service and Trading Joint Stock Company. Contents of the Election Ballot include the following:
  - a. Participation code, name of the shareholder/authorized representative, total number of voting shares, total number of votes;
  - b. List of candidates;
  - c. Notes
3. Valid Election Ballot: is one issued by the Tien Thanh Service and Trading Joint Stock Company with official seal of the Company; without any erasures or modifications.
4. Invalid Election Ballot include the following cases:
  - a. Election Ballot does not follow the prescribed template, is not issued by Tien Thanh Service and Trading Joint Stock Company;
  - b. Election Ballot with the total number of votes for candidates exceeding the total number of votes allowed;
  - c. Election Ballot does not indicate the number of votes for the chosen candidates or does not cross out the names of candidates not chosen;
  - d. Voting for more candidates than allowed by the regulations;
  - e. Election Ballot includes additional names or incorrect names that are not on the list of candidates approved by the GMS before the voting process, or includes other information or symbols;
  - f. Election Ballot is cross out, altered, or not intact.
5. The case of being considered as not participating in the election: Shareholders who attend the General Meeting but do not cast their Election Ballots into the Ballot Box will have their votes counted as not participating in the election.

**Article 8. Vote Counting Committee, Voting and Vote Counting Principles**

1. Members of the Vote Counting Committee must not be listed as candidates of the BOD.
2. The Vote Counting Committee is responsible for:
  - a. Guiding the voting process and organizing the election;
  - b. Conducting the vote counting;
  - c. Preparing the vote counting minutes and the Head of the Vote Counting Committee announces the election results before the General Meeting
3. Voting and Vote Counting Principles:
  - a. The Vote Counting Committee shall inspect the Ballot box in the presence of shareholders;
  - b. Voting begins when the Head of the Vote Counting Committee announces it and ends when no shareholders remain to cast their Election Ballots into the Ballot box;

- c. The vote counting must be conducted immediately after the voting ends.

**Article 9. Principles of election**

1. The elected member of the BOD are determined based on the highest number of votes.
2. In case two or more candidates receive the same highest number of votes, a re-election will be held among those candidates with equal votes.

**Article 10. Complaints regarding the election and vote counting**

Complaints regarding the election and vote counting will be resolved by the Chairperson and recorded in the Minutes of the 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company.

**Article 11. Effectiveness**

This Regulation is effective immediately after being approved by the GMS.

**ON BEHALF OF THE BOARD OF DIRECTORS  
CHAIRWOMAN**



**DAO VU THINH VAN**



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

**APPLICATION FOR THE POSITION OF MEMBER OF THE  
BOARD OF DIRECTORS  
(Term 2021 – 2026)**

**To: The Organizing Committee of the 2025 Annual General Meeting of Shareholders**

My name is: .....

Date of birth: ..... Nationality: .....

ID Card No.: ..... issued on: ..... At: .....

Permanent address: .....

Phone number: .....

Education level: .....

Major: .....

Number of shares owned as of ...../...../.....: .....shares

Number of shares represented as af ...../...../.....: .....shares

I hereby request the Organizing Committee to allow me to stand for election as a member of the Board of Directors of Tien Thanh Service and Trading Joint Stock Company for the 2021 – 2026 term at the Company's 2025 General Meeting of Shareholders.

If elected by the shareholders to serve as a member of the Board of Directors, I will dedicate all my abilities and commitment to contributing to the development of the Company.

Sincerely thank you !

**Shareholder**  
(Signature, full name)





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

## NOMINATION LETTER FOR MEMBER OF THE BOARD OF DIRECTORS

(Term 2021 – 2026)

**To : The Organizing Committee of the 2025 Annual General Meeting of Shareholders**

The shareholder/group of shareholders of Tien Thanh Service and Trading Joint Stock Company consists of:

No.	Name of shareholder	ID Card No., Business Registration Certificate No., date of issue, place of issue	Number of shares owned	Ownership percentage (%)	Signature
1					
2					
....					
<b>Total</b>					

Pursuant to the Law on Enterprises, the Company's Charter, and the Election Regulations, I/We respectfully nominate:

Mr/Ms: .....

Date of birth:..... Nationality:.....

ID Card No.: ..... issued on: ..... At: .....

Permanent address: .....

Phone number: .....

Education level: .....

Major: .....

As a candidate for the Board of Directors of Tien Thanh Service and Trading Joint Stock Company for the 2021 – 2026 term at the 2025 Annual General Meeting of Shareholders.

Sincerely thank you !

**Shareholder/Representative of the group of shareholders**

(Signature, full name, seal if any)



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**RESUME**  
**OF THE BOARD OF DIRECTOR'S CANDIDATE**  
**OF TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**

1. Full name: .....Gender: .....
2. Date of birth: ..... Ethnicity: .....Nationality: .....
3. ID Card No.: ..... Issued on: ..... At: .....
4. Place of origin: .....
5. Permanent address: .....
6. Phone number: .....
7. Qualification: .....
8. Work experience:

Time	Company	Position

9. Total number of shares owned, represented and owned by affiliated persons:  
.....shares, accounting for .....% of the charter capital.
  - Number of shares owned: ..... shares, accounting for ..... %
  - Number of shares represented: ..... shares, accounting for ..... %
  - Number of shares owned by affiliated persons: ..... shares, accounting for ..... %
10. Current position at the Company:.....
11. Other management positions (including positions of the Board of Directors at other companies):.....
12. Interests related to the Company and its related parties: .....
13. Legal violations:.....

I hereby confirm that the above statements are completely accurate, and if they are found to be false, I accept responsibility before the law.

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

**Candidate**

(Signature, full name)





**TIEN THANH SERVICE AND TRADING  
JOINT STOCK COMPANY**

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## **(Template) ELECTION BALLOT**

**MEMBER OF THE BOARD OF DIRECTORS**

**Term 2021 - 2026**

**Code: .....**

**Name of shareholder/authorized representative : .....**

**Number of shares with voting rights : ..... shares**

**Total number of votes: Number of shares with voting rights x 1 = ..... votes**

<b>No.</b>	<b>Candidates</b>	<b>Number of votes</b>
1	.....	
2	.....	
...		

**Notes:**

- *Total number of votes for the candidates must not exceed ..... Votes;*
- *Keep the full name and write the number of vote next to the selected candidate's name;*
- *Strike out full name of the candidates not selected.*

*Lao Cai, June 09, 2025*

**Shareholders/ Authorized representative**  
*(signature, full name)*



**TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**  
Viet Hung Urban Area, Duc Giang Ward, Long Bien District, Hanoi City

**AGENDA**  
**OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

Time	Contents
8:00 – 8:30	Reception of delegates, shareholders and verification of shareholders' eligibility
8:30 – 8:50	Opening of the General Meeting: <ul style="list-style-type: none"><li>- Reason and opening statement of the General Meeting</li><li>- Report on the verification of shareholders' eligibility</li><li>- Introduction of the Presiding Committee and approval of the list of the Secretariat and the Vote Counting Committee.</li></ul>
8:50 – 8:55	Approval of the agenda of the General Meeting
8:55 – 9:05	Approval of the working regulations of the General Meeting
9:05 – 9:25	Report of the Board of Directors
9:25 – 9:35	Report of the independent member of the Board of Directors in the Audit Committee
9:35 – 10:15	Proposals to be submitted to the General Meeting for approval: <ul style="list-style-type: none"><li>- Proposal on approval of the 2024 audited financial statements;</li><li>- Proposal on the business plan for 2025;</li><li>- Proposal on the distribution of accumulated after-tax profit as of December 31, 2024;</li><li>- Proposal on the payment of remuneration to the Board of Directors and the Audit Committee;</li><li>- Proposal on the selection of an independent auditing firm for the year 2025;</li><li>- Proposal on the dismissal and additional election of member of the Board of Directors for the 2021-2026 term</li><li>- Other matters within the authority of the General Meeting of Shareholders (if any).</li></ul>
10:15 – 10:45	The General Meeting discusses the contents presented above.
10:45 – 10:55	Proceed to vote on the approval of the reports and proposals
10:55 – 11:10	Tea break, the Vote Counting Committee proceeds to count the votes
11:10 – 11:15	Report on voting results
11:15 – 11:45	Additional election of member of the Board of Directors, Announcement of election results
11:45 – 11:55	Approval of the Minutes and Resolution of the General Meeting
11:55 – 12:00	The Chairperson declared the closing of the General Meeting.

**Note:** The Agenda may change depending on the actual circumstances during the organization of the 2025 Annual General Meeting of Shareholders.



No.: 01/2025/NQ-DHDCD

Lao Cai, June 13, 2025

## **DRAFT RESOLUTION**

### **THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS OF TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company ;
- Based on the voting results at the 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company;
- Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company.

### **RESOLVED:**

**Article 1: To approve the report of the Board of Directors (BOD)** (attached Report No. 01/2025/BC-DHDCD).

**Article 2: To approve the report of the independent member of the BOD in the Audit Committee** (attached Report No. 02/2025/BC-DHDCD).

**Article 3: To approve the 2024 audited financial statements** (attached Proposal No. 01/2025/TTr-DHDCD).

**Article 4: To approve the business plan for 2025** (attached Proposal No. 02/2025/TTr-DHDCD). The main contents are follows:

No.	Indicators	Year 2024 (VND)	Plan for 2025 (VND)	% change
1	Revenue from sales of goods and provision of services	783.143.603.491	539.860.000.000	-31,1
-	Revenue from the sale of good	712.504.155.390	528.000.000.000	-25,9
-	Revenue from real estate business	70.639.448.101	11.860.000.000	-83,2
2	Profit before tax	-14.411.657.677	3.260.000.000	n/a
3	Profit after tax	-16.033.823.730	2.608.000.000	n/a

**Article 5: To approve distribution of accumulated after-tax profit as of December 31, 2024** (attached Proposal No. 03/2025/TTr-DHDCD). The main contents are follows:

No.	Indicators	Value (VND)
I	Undistributed after-tax profit as of December 31, 2024	27.927.818.980
1	Undistributed after-tax profit accumulated as of the end of the previous period	43.961.642.710





2	Undistributed after-tax profit as of this period	-16.033.823.730
II	Remuneration for members of the Board of Directors for the year 2025	456.000.000
III	Undistributed after-tax profit retained for the following year	27.471.818.980

**Article 6: To approve remuneration payment to the BOD and the Audit Committee** (attached Proposal No. 04/2025/TTr-DHDCD). This includes the remuneration payment plan for the year 2025:

Position	Remuneration (VND per month)
Chairperson of the BOD	10.000.000
Member of the BOD, Member of the BOD who also Chairperson or member of the Audit Committee	7.000.000

Remuneration will be paid monthly or quarterly or at the end of the fiscal year.

**Article 7: To approve selection of an independent auditing firm for the year 2025** (attached Proposal No. 05/2025/TTr-DHDCD). The main contents are follows:

“Authorize the Board of Directors to select an auditing firm from the list of firms approved by the State Securities Commission to audit public interest entities in the securities sector in 2025, for the review of the Company’s semi-annual financial statements and the audit of the financial statements for the year 2025”.

**Article 8: To approve the dismissal of Mrs. Dao Vu Thinh Van as a member of the Board of Directors and the additional election of one member of the Board of Directors for the 2021 – 2026** (attached Proposal No. 06/2025/TTr-DHDCD)

**Article 9: To approve the additional election of Mr/Ms..... as a member of the Board of Director for the 2021 – 2026 term**

**Article 10: Enforcement provision**

1. This resolution was unanimously approved by 100% of the shareholders attending the 2025 Annual General Meeting of Shareholders and shall take effect from the date of its approval.
2. The members of the Board of Directors, the Audit Committee, the Board of Management, relevant departments/divisions, and all shareholders of Tien Thanh Service and Trading Joint Stock Company shall be responsible for implementing this resolution and organizing its execution within the scope of their respective authority and functions, in accordance with applicable laws and the Company’s Charter.

**ON BEHALF OF THE GENERAL  
MEETING OF SHAREHOLDERS  
CHAIRPERSON**

**DAO VU THINH VAN**