

Mã vạch (mỗi một cổ
đồng có một mã vạch
riêng do Công ty cấp)

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

CONFIRMATION OF ATTENDANCE / PROXY AUTHORIZATION

TO ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

To: The Organizing Committee of the General Meeting of Shareholders One Capital Hospitality Joint Stock Company

1. Confirmation of Attendance¹:

1.1. For individual shareholders

Name of shareholder:

Citizen ID/Passport No: issued on:

Permanent address:

Numer of share held: shares

1.2. For institutional shareholders:

Name of shareholder:

Business Registration No: Issued on:

Head Office Address:

Numer of share held: shares

Legal representative:

Full name: Title:

2. Proxy Authorization to Attend the Meeting:

Full name:

Citizen ID/Passport No: issued on:

Numer of share authorized: shares

3. Scope of Authorization:

The authorized person shall have the full right to attend and vote on behalf of the principal at the 2025 Annual General Meeting of Shareholders of One Capital Hospitality Joint Stock Company and to exercise all rights and obligations related to the authorized shares.

4. Responsibilities and Duration of Authorization:

- ✓ I/We take full responsibility for this authorization and undertake to strictly comply with the current laws and the Charter of One Capital Hospitality Joint Stock Company.
- ✓ The authorized person shall not re-authorize a third party to exercise the rights under this proxy authorization.
- ✓ This authorization is valid from the date of signing until the conclusion of the 2025 Annual General Meeting of Shareholders of One Capital Hospitality Joint Stock Company.

Signed in, on the day of, 2025

AUTHORIZED PERSON

(Signature and full name)

AUTHORIZER/SHAREHOLDER ³

(Signature and full name, affix seal if organization)

Instructions for Completing the Proxy Authorization Form (Including 4 Key Items)

1. **This form is valid only for the 2025 Annual General Meeting of Shareholders of One Capital Hospitality Joint Stock Company.**

2. **For shareholders attending the meeting in person without authorizing a proxy:**

Cross out the information in **Section 2** and sign under "**Authorizer / Shareholder**", clearly stating the shareholder's full name at the signature line.

For shareholders authorizing a proxy:

Fill in the proxy's information in **Section 2**, and both the shareholder and the authorized person must sign and clearly state their full names at the designated signature areas.

The shareholder or authorized representative must bring all required documents as outlined in the Invitation Letter to attend the General Meeting.

3. **Important Notes:**

A Proxy Authorization Form shall be deemed **valid** when:

- It is correctly completed with accurate personal information and other required details, and is signed with full names as instructed above;
- The total number of shares authorized does not exceed the number of shares owned by the shareholder;
- The form **is not scratched out, altered, amended, or tampered with** in any manner.