

Hanoi,

2020

**INVITATION LETTER
TO THE 2020 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

To: Shareholder:
Address:
Phone No.:
Shareholder Code:

Dear Valued Shareholder,

The Board of Directors of Vincom Retail Joint Stock Company would like to make the following announcements:

I. Convening of the 2020 Annual General Meeting of Shareholders (the “AGM”):

- Time: **9:00AM – Tuesday, 26 May 2020**
- Meeting locations: Although Vietnam has successfully contained the Covid-19, Vincom Retail continues to implement the social distancing measures to ensure the safety of the management and shareholders. Therefore, the 2020 AGM will be held in the form of a multi-location video conference at the following venues:
 1. *Vingroup Head Office, No. 7 Bang Lang 1 Street, Vinhomes Riverside Ecological Urban Area, Viet Hung Ward, Long Bien District, Hanoi, Vietnam (Main venue).*
 2. *Almaz Convention Center, Hoa Lan Street, Vinhomes Riverside Ecological Urban Area, Phuc Loi Ward, Long Bien District, Hanoi, Vietnam.*
 3. *Symphony Office Building, Chu Huy Man Street, Vinhomes Riverside Ecological Urban Area, Phuc Loi Ward, Long Bien District, Hanoi, Vietnam.*

Note: Shareholders are arranged to attend the AGM at Venue []

- In case the number of shareholders actually attending the AGM exceeds the number of available seats at one venue, shareholders will be arranged to attend the meeting at either of the other two venues. Vincom Retail will arrange transportation to take shareholders to those alternative venues.
- Attendants: Shareholders on the Shareholder Register as of 27 April 2020 provided by the Vietnam Securities Depository are entitled to participate in the 2020 AGM.

II. Registration time and attendance confirmation:

Shareholders are requested to kindly confirm your attendance by phone at **(84-24) 3975 6699** – ext. **5688** (Mr. Pham Dinh Lap) via fax at **(84-24) 3974 8888** or email: v.lappd@vincom.com.vn before **4:30PM of 23 May 2020**.

We look forward to welcoming you to the 2020 AGM.

Notes:

- Shareholders are responsible for their own travel and accommodation costs;
- Please bring your Invitation, ID card/Passport, Power of Attorney (for individuals holding Shareholders’ proxy to attend the AGM)¹;
- Meeting materials can be downloaded from Vincom Retail JSC’s official website: <http://ir.vincom.com.vn/en/> under Information Disclosure – Annual General Meeting of Shareholders section.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRWOMAN

(signed)

THAI THI THANH HAI

¹ Proxies must present a Power of Attorney under the form issued by Vincom Retail or a duly notarized/certified Power of Attorney by the competent body/organization. The proxies without a valid Power of Attorney are not allowed to attend the General Meeting of Shareholders under all circumstances.