Lao People's Democratic Republic
Peace Independent Democracy Unity Prosperity

LALCO
LAO ASEAN LEASING PUBLIC COMPANY

No. 0 0 0 0 7 3 4 0
Vientiane Capital, Date. 15th October 2021

Invitation

Attn: Shareholders of Lao ASEAN Leasing Public Company

Issue: Invitation to the Extra Ordinary Shareholder's Meeting for the year 2021

- According to the resolutions of BOD meeting date 04th October 2021

- According to the resolutions of BOD meeting date 08th October 2021

Lao ASEAN Leasing Public Company is honored to invite all shareholders to attend the Extra Ordinary Shareholder's Meeting for the year 2021 on **29th October 2021** at 11:00 am (registration begins at 10:30 am) at Lao ASEAN Leasing Public Company at 3rd Floor, NNN Building, Bourichane Road, Phonsinuan Village, Sisattanak District, Vientiane Capital, Lao PDR. The meeting agenda is attached in this document.

Lao ASEAN Leasing Public Company notifies to Lao Securities Exchange on 12th October 2021 is closing date the shareholder register book (Record Date) to determine the right of shareholders to attend the Extra Ordinary Shareholder's Meeting for the year 2021.

Shareholders who get the right can receive the meeting invitation letter (with barcode) and documents in Lao Securities Exchange to identify registered to attend the meeting.

Hopefully, you will be well worth the time to attend this meeting.

Your sincerely,
Board of Director

Mr. Shingo Yamanaka

Attachment:

1. Agenda of the Extra Odinary Shareholder's Meeting for the year 2021
2. Proxy Form
3. Instruction for vote
4. Instruction about the documents and evidence to presented prior to attending the meeting
5. Map of Shareholders' Meeting Places

Remarks: All shareholders shall obtain the invitation letter and attachments starting from 12 October 2021, at Lao Securities Exchange Building, 4th Floor, Settlement and Depository Department, T4 Road, Phonthan Nuea Village, Saysetha District, Vientiane Capital, Tel: (856-21) 545 361-4, Fax: (856-21) 545 361-4.

1. For the shareholders who wish to attend the Meeting by yourself, please present the identification card or passport (for foreign shareholders).
2. If the shareholder wishes to appoint a proxy to attend the Meeting and cast votes on your behalf, please complete the information and sign the proxy from attached hereto the proxy who will attend the meeting must present the identification card or passports (for foreign shareholders).
3. If any shareholder wishes to appoint an independent director of the company to attend and cast votes on your behalf, please complete the information and sign the proxy from put a (□) in front of the name of an independent director as provided in the proxy and send to Lao ASEAN Leasing Public Company at the 3rd Floor, NNN Building, Bourichane Road, Phonsinuan Village, Sisattanak District, Vientiane Capital, Lao PDR.
4. If you have any queries or questions in relation to the proxy and the invitation letter, you have may contact Ms. Meevue Jasia, Tel: (856-20) 95150442 or Ms. Louly Leelianou, Tel (856-20) 28037659

Agenda of the Extra Ordinary Shareholder's Meeting for the year 2021

Agenda 1	**Consider Adopt loan from Varteni Investments Limited amount 20,000,000 USD.** **Objective and Rationale:** The Company wants to expand business plan for the year 2021. **Board of directors' Opinion:** Agreed to propose the shareholders should approve and adopt loan from Varteni Investments Limited amount 20,000,000 USD (Twenty million dollar) to be fund for expand business. **Required vote:** Law on Enterprises stipulates that this agenda must be approved by the vote for more than half of the total votes attending the meeting.
Agenda 2	**Consider Adopt and Approve for loan from Local partners amount 5,000,000 USD** **Objective and Rationale:** The Company wants to expand business plan for the year 2021. **Board of directors' Opinion:** Agreed to propose shareholders should approve and adopt loan from Local partners amount 5,000,000 USD (Five million dollar) to be fund for expand business. **Required vote:** Law on Enterprises stipulates that this agenda must be approved by the vote for more than half of the total votes attending the meeting.
Agenda 3	**Consider Adopt and Approve for loan from Local Banks amount 4,000,000 to 12,000,000 USD.** **Objective and Rationale:** The Company wants to expand business plan for the year 2021. **Board of directors' Opinion:** Agreed to propose shareholders should approve and adopt loan from Local Banks amount 4,000,000 to 12,000,000 USD (Four Million to twelve million dollar) to be fund for expand business propose. **Required vote:** Law on Enterprises stipulates that this agenda must be approved by the vote for more than half of the total votes attending the meeting.

Agenda 4	**Consider Adopt and Approve for expand business plan by opening branches at 11 provinces and open around 20-25 service unit in Laos** **Objective and Rationale:** The Company wants to expand business pla n to provide leasing all around Laos. **Board of directors' Opinion:** Agreed to propose the shareholders should approve expand business plan by opening branches at 11 provinces and open around 20-25 service unit in Laos **Required vote:** Law on Enterprises stipulates that this agenda must be approved by the vote for more than half of the total votes attending the meeting.

ໃบມອບສິດ

Proxy

1. ຂ້າພະເຈົ້າ/ (I/we).....ສັນຊາດ/ Nationality.....
   ບັດປະຈຳຕົວ/ໜັງສືຜ່ານແດນ ເລກທີ່/ID Card/ Passport number:.....,
   ທີ່ຢູ່ປະຈຸບັນ/ Current address:.....
   ເບີໂທລະສັບ/Telephone No.: .....ອີເມວ/ email.....
   ເປັນຜູ້ຖືຮຸ້ນບໍລິສັດ ລາວ ອາຊຽນ ເຊົ່າສິນເຊື່ອ ມະຫາຊົນ (ລອຊ)
   Being a shareholder of LAO ASEAN Leasing Public Company (LALCO)
   ມີຮຸ້ນທີ່ຖືຈຳນວນ.....ຮຸ້ນ ຊຶ່ງເທົ່າກັບຈຳນວນສຽງທີ່ຈະລົງຄະແນນສຽງ
   Holding a total number of ..... shares which are equivalent to the same number of votes
2. ຂໍມອບໝາຍ ທ່ານ/ Hereby assign Mr/Ms .....ອາຍຸ/ age.....
   ບັດປະຈຳຕົວ/ໜັງສືຜ່ານແດນ ເລກທີ່/ID Card/ Passport number:.....,
   ທີ່ຢູ່ປະຈຸບັນ/ Current address:.....
   ເບີໂທລະສັບ/Telephone No.: .....ອີເມວ/ email.....
   ໃຫ້ເປັນຜູ້ຕາງໜ້າຂອງຂ້າພະເຈົ້າ ເພື່ອເຂົ້າຮ່ວມ ແລະ ລົງຄະແນນສຽງແທນຂ້າພະເຈົ້າ ຢູ່ໃນກອງປະຊຸມຜູ້ຖືຮຸ້ນປະຈຳປີ 2021 ຂອງ ລອຊ ທີ່ຈະຈັດຂຶ້ນໃນເວລາ 11:00 ຕອນເຊົ້າ ຂອງວັນທີ 29 ກັນຍາ 2021
   To be my/our proxy to attend and vote on my/our behalf in the Extra Ordinary Shareholder's Meeting for the year 2021 on 29th October 2021 of the LALCO which will be held at 11:00 AM.

3. ຂ້າພະເຈົ້າ ອະນຸຍາດໃຫ້ຜູ້ຕາງໜ້າລົງຄະແນນສຽງແທນຂ້າພະເຈົ້າ ຢູ່ໃນກອງປະຊຸມດັ່ງນີ້ (ເລືອກເອົາໜຶ່ງ ຈາກສອງທາງເລືອກລຸ່ມນີ້):
   I/We authorize the proxy to vote on my/our behalf in the Meeting as follows (choose one from the two following options):
   - ☐ 1. ໃຫ້ຜູ້ຕາງໜ້າມີສິດພິຈາລະນາ ແລະ ລົງຄະແນນສຽງໃນທຸກໆບັນຫາແທນຂ້າພະເຈົ້າ ຕາມທີ່ຜູ້ກ່ຽວເຫັນສົມຄວນ; ຫຼື

To grant the proxy to consider and vote in all agendas on my/our behalf as the proxy may deem appropriate; or

☐ 2. ໃຫ້ຜູ້ຕາງໜ້າລົງຄະແນນສຽງຕາມຄວາມຕ້ອງການຂອງຂ້າພະເຈົ້າດັ່ງນີ້ (ຖ້າເລືອກຂໍ້ນີ້, ກະລຸນາລົງຄະແນນ ເຫັນດີ ຫຼື ບໍ່ເຫັນດີ ໃນທຸກໆວາລະລຸ່ມນີ້):

To grant the proxy to vote as per my/our intention indicated in the followings (if you select this option, please choose to vote either approve or disapprove in ever agenda):

ວາລະທີ່ 1 ພິຈາລະນາຮັບຮອງເອົາ ແລະອະນຸມັດ ການກູ້ຢືມເງິນຈາກ ບໍລິສັດ Varteni Investments Limited ຈຳນວນ 20,000,000 ໂດລາ.

Consider Adopt loan from Varteni Investments Limited amount 20,000,000 USD.

.....

☐ ເຫັນດີ/ approve

☐ ບໍ່ເຫັນດີ / disapprove

ວາລະທີ 2 ພິຈາລະນາຮັບຮອງເອົາແລະອະນຸມັດ ການກູ້ຢືມເງິນຈາກ ຄູ່ຮ່ວມພາຍໃນປະເທດ ຈຳນວນ 5,000,000 ໂດລາ.

Consider Adopt and Approve for loan from Local partners amount 5,000,000 USD

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☐ ເຫັນດີ/ approve

☐ ບໍ່ເຫັນດີ / disapprove

ວາລະທີ 3 ພິຈາລະນາຮັບຮອງເອົາ ແລະ ອະນຸມັດການກູ້ຢືມເງິນຈາກ ທະນາຄານພາຍໃນປະເທດ ຈຳນວນ 4,000,000-12,000,000 ໂດລາ.

Consider Adopt and Approve for loan from Local Banks amount 4,000,000 to 12,000,000 USD.

.....

☐ ເຫັນດີ/ approve

☐ ບໍ່ເຫັນດີ / disapprove

ວາລະທີ 4 ແຜນການຂະຫຍາຍທຸລະກິດ ໂດຍເປີດສາຂາໃນ 11 ແຂວງ ຕາມລາຍລະອຽດລຸ່ມນີ້ ແລະ ເປີດ ໜ່ວຍບໍລິການ ປະມານ 20-25 ໜ່ວຍ ໃນລາວ

Consider Adopt and Approve for expand business plan by opening branches at 11 provinces and open around 20-25 service unit in Laos

.....

- ☐ ເຫັນດີ/ approve
- ☐ ບໍ່ເຫັນດີ / disapprove

4. ການລົງຄະແນນສຽງຂອງຜູ້ຕາງໜ້າທີ່ບໍ່ເປັນໄປຕາມໃບມອບສິດນີ້ ໃຫ້ຖືວ່າບໍ່ຖືກຕ້ອງ ແລະ ບໍ່ແມ່ນການລົງຄະແນນຂອງຂ້າພະເຈົ້າ

   Any votes made by the proxy contradicting to this Proxy shall be considered as invalid and shall not constitute my/our votes as the shareholder.

5. ໃນກໍລະນີທີ່ຂ້າພະເຈົ້າ ບໍ່ໄດ້ລະບຸຄວາມຕ້ອງການຂອງຕົນໃນການລົງຄະແນນສຽງໃນວາລະໃດໜຶ່ ຫຼື ລະບຸໄວ້ບໍ່ຈະແຈ້ງໃຫ້ຖືວ່າຂ້າພະເຈົ້າລົງຄະແນນສຽງເຫັນດີ

   In case I/We have failed to specify my/our voting intention in any agenda or not clearly specified, my/our vote in such agenda shall be deemed approved.

6. ທຸກການກະທຳໃດຂອງຜູ້ຕາງໜ້າໃນກອງປະຊຸມທີ່ເປັນໄປຕາມໃບມອບສິດນີ້ ໃຫ້ຖືວ່າຂ້າພະເຈົ້າໄດ້ກະທຳເອງທຸກປະການ.

   Any action made by the proxy in the meeting in accordance with this Proxy, shall be deemed as having been performed by myself/ ourselves in all respects.

ທີ່/ Wrote at.....

ວັນທີ/date.....

ເຊັນຜູ້ຖືຮຸ້ນທີ່ມອບໝາຍ /Signed by the shareholder

_____

ເຊັນຜູ້ຕາງໜ້າ / Signed by the proxy

_____

ໝາຍເຫດ/ Remark

1. ຜູ້ຖືຮຸ້ນ ຈະຕ້ອງແຕ່ງຕັ້ງຜູ້ຕາງໜ້າພຽງຜູ້ດຽວເຂົ້າຮ່ວມກອງປະຊຸມ ແລະ ລົງຄະແນນສຽງແທນຕົນເອງ
   The shareholder is required to assign only one proxy to attend and vote in the meeting on the shareholder's behalf.
2. ຜູ້ຕາງໜ້າຕ້ອງສະແດງເອກະສານຂອງຕົນເອງຕໍ່ພະນັກງານປະຈຳໂຕະລົງທະບຽນ ຄື: ບັດປະຈຳຕົວ ຫຼື ປຶ້ມສຳມະໂນຄົວ ຫຼື ໜັງສືຜ່ານແດນ (ສຳລັບນັກລົງທຶນຕ່າງປະເທດ) ພ້ອມກັບສຳເນົາເອກະສານປະເພດດຽວກັນນີ້ຂອງຜູ້ຖືຮຸ້ນ, ໃບມອບສິດສະບັບນີ້ ແລະ ໜັງສືເຊີນປະຊຸມ
   The proxy must present to the officers at registration desk his/her valid ID Card, or Family book or Passport (in case of foreign investor) together with the copies of the same documents of the shareholder, this Proxy, and the invitation to the Meeting.

ຄຳແນະນຳກ່ຽວກັບການລົງຄະແນນສຽງ
Instruction for vote

1. ຜູ້ເຂົ້າຮ່ວມປະຊຸມ ຈະໄດ້ຮັບບັດລົງຄະແນນສຽງໃນທຸກໆວາລະ ທີ່ຕ້ອງການໃຫ້ມີການລົງຄະແນນສຽງ ໃນເວລາລົງທະບຽນເຂົ້າຮ່ວມກອງປະຊຸມ, ການລົງຄະແນນສຽງໂດຍຜູ້ຕາງໜ້າ ຊຶ່ງຜູ້ຖືຮຸ້ນທີ່ຜູ້ມອບໝາຍສິດ ໄດ້ລະບຸຢ່າງຈະແຈ້ງແລ້ວກ່ຽວກັບການລົງຄະແນນສຽງໃນແຕ່ລະວາລະ ລອຊ ຈະບັນທຶກການລົງຄະແນນສຽງ ໃນເວລາລົງທະບຽນ ໂດຍທີ່ຜູ້ຕາງໜ້າຈະບໍ່ຕ້ອງລົງຄະແນນສຽງອີກ.
   The attendees will be given a ballot for voting in each agenda requiring a vote at the time of registration. For the case of proxy in which the voting in each agenda has been clearly specified by the shareholder in the Proxy, LALCO will record such voted at the time of the registration and the proxy will not be required to vote.

2. ກອງປະຊຸມ ຈະເຊີນພຽງແຕ່ຜູ້ຖືຮຸ້ນທ່ານໃດທີ່ ບໍ່ເຫັນດີ ຕໍ່ບັນຫາທີ່ກອງປະຊຸມໄດ້ນຳສະເໜີເທົ່ານັ້ນ ລົງຄະແນນສຽງ (ໝາຍຄວາມວ່າ ຜູ້ຖືຮຸ້ນທ່ານໃດທີ່ ເຫັນດີຕໍ່ການແຕ່ງຕັ້ງດັ່ງກ່າວ ກໍ່ບໍ່ຈະເປັນຕ້ອງລົງຄະແນນສຽງໃດໆ).
   Only the shareholders who DO NOT AGREE with the matters proposed by the meeting are invited to vote (meaning that for those who agree with such appointment are not necessary to make any vote.

3. ໃນການລົງຄະແນນສຽງ ຂໍໃຫ້ທ່ານປະກອບຂໍ້ມູນໃສ່ບັດລົງຄະແນນສຽງທີ່ໄດ້ແຈກຢາຍໃຫ້. ໃນນັ້ນ, ຕ້ອງໄດ້ລະບຸຢ່າງຈະແຈ້ງກ່ຽວກັບຊື່ ແລະ ນາມສະກຸນຂອງທ່ານ, ຈຳນວນຮຸ້ນ ລອຊ ທີ່ທ່ານຖືຢູ່ ແລະ ໃຫ້ໝາຍຕີນກາໃສ່ຫ້ອງ ບໍ່ເຫັນດີ.
   To vote, kindly fill in the distributed ballot in which you must specify clearly about your name and surname, and the total number of LALCO shares you are holding and mark a cross in the Disapprove box.

4. ຫຼັງຈາກທ່ານລົງຄະແນນສຽງຮຽບຮ້ອຍແລ້ວ ຂໍໃຫ້ທ່ານຍົກບັດດັ່ງກ່າວຂຶ້ນ ເພື່ອໃຫ້ຄະນະຮັບຜິດຊອບເກັບເອົາ ແລະ ຮວບຮວມຄະແນນສຽງ
   After you have clearly casted your vote, kingly raise your hand with the ballot, so the organizers can take the ballot and count the votes.
5. ທ່ານຈະໄດ້ຮັບແຈ້ງກ່ຽວກັບການນັບຄະແນນໃນທີ່ປະຊຸມເລີຍ ໂດຍການນັບຄະແນນສຽງຈະຖືເອົາໜຶ່ງຮຸ້ນເທົ່າກັບໜຶ່ງຄະແນນສຽງ.
   You will be informed about the voting result right in the meeting with one share equals on vote.

6. ການລົງຄະແນນສຽງທີ່ບໍ່ເຫັນດີຈະມີຜົນສັກສິດ ກໍຕໍ່ເມື່ອມີຄະແນນສຽງຫຼາຍກວ່າເຄິ່ງໜຶ່ງຂອງຈຳນວນຮຸ້ນ ລອຊ ທັງໝົດໃນທີ່ປະຊຸມ

   The Disapproval votes will become effective only if such votes account for more than half of the total number of LALCO attending the meeting.

   ໝາຍເຫດ/Remark:

   1. ຜູ້ເຂົ້າຮ່ວມທີ່ບໍ່ໄດ້ລົງທະບຽນເຂົ້າປະຊຸມ ຈະບໍ່ມີສິດໃນການລົງຄະແນນສຽງ.
      Any attendees who failed to make registration will not be eligible to votes.
   2. ທຸກບັດລົງຄະແນນສຽງບໍ່ເຫັນດີຕໍ່ວາລະໃດໜຶ່ງທີ່ຖືກສົ່ງໃຫ້ທີ່ປະຊຸມ ຫຼັງຈາກທີ່ກອງປະຊຸມໄດ້ປະກາດຜົນການລົງຄະແນນຂອງວາລະນັ້ນແລ້ວ, ຈະຖືວ່າເປັນບັດລົງຄະແນນສຽງທີ່ໃຊ້ບໍ່ໄດ້.
      All disapprove votes in any Agenda which is submitted to the Meeting after the Meeting has announced the voting result of such Agenda shall be deemed invalid.

ຄຳແນະນຳກ່ຽວກັບເອກະສານ ແລະ ຫຼັກຖານທີ່ຕ້ອງນຳມາສະເໜີໂຕເພື່ອເຂົ້າຮ່ວມກອງປະຊຸມ

Instruction about the documents and evidence to be presented prior to attending the meeting

ເພື່ອຄວາມສະດວກໃນການລົງທະບຽນຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມຜູ້ຖືຮຸ້ນສະໄໝວິສາມັນ ປະຈຳປີ 2021 ຂອງ ບໍລິສັດ ລາວ ອາຊຽນ ເຊົ່າ ສິນເຊື່ອ ມະຫາຊົນ (ລອຊ), ຜູ້ຖືຮຸ້ນ ແລະ ຜູ້ຕາງໜ້າ ທີ່ຈະເຂົ້າຮ່ວມກອງປະຊຸມ ກະລຸນາມາເອົາໜັງສືເຊີນປະຊຸມ, ໃບເຂົ້າຮ່ວມກອງປະຊຸມທີ່ອອກໃຫ້ໂດຍຕະຫຼາດຫຼັກຊັບລາວ ແລະ ໃບມອບສິດ (ສຳລັບຜູ້ຕາງໜ້າ) ມາພ້ອມເອກະສານທີ່ສາມາດນຳໃຊ້ຢັ້ງຢືນຕົນເອງຕາມແຕ່ລະກໍລະນີດັ່ງນີ້:

For convenience in registration process to attend the the Extra Ordinary Shareholder's Meeting for the year 2021 on **29th October 2021** of LAO ASEAN Leasing Public Company (LALCO), shareholders or the proxies who will attend the Meeting are required to bring the Invitation to the Meeting, the Letter for attending the meeting issued by the Lao Securities Exchange (LSX) and the Proxy (applicable for the proxy only) together with the documents for proof of identity as indicated for each circumstance below:

1. ຜູ້ເຂົ້າຮ່ວມທີ່ເປັນບຸກຄົນ /Individual attendee

   ໃຫ້ນຳເອົາເອກະສານໃດໜຶ່ງຂອງຕົນດັ່ງຕໍ່ໄປນີ້ ມາສະແດງເວລາລົງທະບຽນ

   Shall present on of the following documents of their won at the time of registration

   1.1 ບັດປະຈຳຕົວ/ Identification card

   1.2 ສຳມະໂນຄົວ/Family book

   1.3 ໜັງສືຜ່ານແດນ (ສຳລັບນັກລົງທຶນຕ່າງປະເທດ)/Passport (for foreign investors)

2. ຜູ້ເຂົ້າຮ່ວມທີ່ເປັນນິຕິບຸກຄົນ/ Entity attendees

   ໃຫ້ນຳເອົາເອກະສານໃດໜຶ່ງທີ່ກຳນົດໄວ້ໃນຂໍ້ 1 ເທິງນີ້ ພ້ອມກັບເອກະສານໃດໜຶ່ງດັ່ງຕໍ່ໄປນີ້ ມາສະແດງ ເວລາ ລົງທະບຽນ:

   Shall present one of the documents as given in the 1 above plus one of the following documents at the time of registration:

   2.1 ໃບອະນຸຍາດລົງທຶນ/Investment license

   2.2 ໃບທະບຽນວິສະຫະກິດ/ Certificate of Enterprise Registration

   2.3 ໃບທະບຽນອາກອນສະບັບຫຼ້າສຸດ/Recent Tax Certificate

   ສຳລັບຜູ້ເຂົ້າຮ່ວມທີ່ບໍ່ແມ່ນຜູ້ອຳນວຍການ ຕ້ອງໄດ້ນຳເອົາໃບມອບສິດຈາກຜູ້ອຳນວຍການທີ່ມີສິດອຳນາດ ມາພ້ອມຕື່ມອີກ

   For attendee who is not the authorized director shall have the Proxy as attached hereto signed by the authorized director.

ເອກະສານ ແລະ ຫຼັກຖານທີ່ຕ້ອງນຳມາສະເໜີໂຕ ເພື່ອເຂົ້າຮ່ວມກອງປະຊຸມຊຶ່ງເປັນພາສາຕ່າງປະເທດ ຕ້ອງແປເປັນພາສາລາວ ໂດຍມີການເຊັນຢັ້ງຢືນຄວາມຖືກຕ້ອງໃນການແປຈາກບໍລິສັດແປພາສາທີ່ໜ້າເຊື່ອຖືໄດ້ .ສຳລັບພາສາຕ່າງປະເທດແມ່ນອະນຸຍາດໃຫ້ສຳລັບພາສາອັງກິດ .ລອຊ ມີສິດປະຕິເສດເອກະສານອ້າງອີງໃດໆ ທີ່ບໍ່ເປັນໄປຕາມການກຳນົດນີ້

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All documents and evidence in a foreign language which are required to present prior to attending the Meeting must be translated into Lao language and the translation shall be certified by an acceptable translation company. The foreign language is permitted only for English. LALCO has the right to reject any documents contradicting this provision.

Map of Shareholders' Meeting Places

