

**INVITATION LETTER**  
**ANNUAL INVESTORS GENERAL MEETING**  
**VCBF TACTICAL BALANCED FUND**

**Dear Mr./Ms.:**

**Address:**

**Telephone No.:**

Vietcombank Fund Management Company Limited (“VCBF”) is pleased to invite you to attend the Annual Investors General Meeting of VCBF Tactical Balanced Fund (“Meeting”) which will be organized as an online meeting. **Time: 13:45, Monday, 15 April 2024.**

**A. To attend the online Meeting, please kindly follow the steps below:**

1. Access the link: [https:// vcbfc.bvote.vn](https://vcbfc.bvote.vn)
2. Log into the system with the Login Code and Password below:  
**Login Code:**  
**Password:** ID card number that you use to register to buy Fund certificates  
*(Investors please do not share your Login Code information to others for privacy)*  
The Meeting will be conducted in Vietnamese only.
3. If you cannot log in, please call the following numbers or email for instructions:
  - In Hanoi: **(84-24) 39364540 (Hotline) - 038 9055689 (Ms. Quynh)**
  - In HCMC: **(84-28) 38270750 - 039 9807309 (Ms. Duyen)**
  - Email: [cs@vcbf.com](mailto:cs@vcbf.com)

**B. Proxy:**

In case you cannot attend the Meeting, please fill in the attached proxy form to authorize (i) one of the Fund Representative Board members or (ii) one of VCBF’s Management Board members or (iii) your representative. Investors perform authorization in one of the following forms:

- Fill in proxy information at the link [https:// vcbfc.bvote.vn](https://vcbfc.bvote.vn). Then please kindly print, sign, write full name and send the original form to VCBF **before 10 April 2024**; or
- Fill in proxy information in the proxy form attached to this Invitation Letter, then send to VCBF at Fax: (84-24) 39364542 or (84-28) 38270751 or scan and send it to email: [info@vcbf.com](mailto:info@vcbf.com). Then please kindly send the original form to VCBF **before 10 April 2024**.

**Address to receive the original form:** Vietcombank Fund Management Company Limited - 15<sup>th</sup> Floor, Vietcombank Tower, 198 Tran Quang Khai Street, Hoan Kiem District, Ha Noi.

**C. Meeting documents:**

Meeting documents can be downloaded from the VCBF website at the below link:

<https://www.vcbf.com/quan-he-nha-dau-tu/dai-hoi-nha-dau-tu-vcbf/dai-hoi-nha-dau-tu-2024/>

We hope you to manage attending the Meeting or sending a Proxy form so that we have enough quorum to conduct the Meeting. By doing so, Investors will have the opportunity to discuss with the Fund Manager about the Fund’s investment strategy and help save costs, time and efforts because we will not have to convene a second Meeting.

We look forward to welcoming you to the Meeting.

Attached docs:

- Notice and Agenda
- Proxy form

**VIETCOMBANK FUND MANAGEMENT  
COMPANY LIMITED**



**Vu Quang Dong**  
Chief Executive Officer