

## GENERAL MEETING ANNOUNCEMENT

**Dear Shareholders,**

The Board of Directors of **ALTEO Energiaszolgáltató Nyilvánosan Működő Részvénytársaság** (registered office: H-1131 Budapest, Babér utca 1-5, company registration number: Cg.01-10-045985) (“**Company**”) hereby informs you of its decision to hold its Annual Ordinary General Meeting.

The Shareholders are kindly notified that pursuant to Government Decree No. 502/2020 (XI. 16.) (hereinafter the “**Decree**”), the General Meeting may not be held with in-person attendance at the time announced, and that resolutions concerning items on the agenda of the General Meeting will be adopted by the Company’s Board of Directors.

Should the Decree be no longer in force for any reason on the announced day of the General Meeting, and should events/meetings no longer be subject to other restrictions, the General Meeting will be held with in-person attendance with appropriate health protection measures in place. The Company will advise all Shareholders in due time of any potential changes in the legal environment that may affect the General Meeting.

Date and time of the General Meeting: **April 19, 2021 (Monday) 10 a.m.**

CAPS COAF identifier: **HU20210318000674**

### **Agenda of the General Meeting:**

- 1 Decision on the acceptance of the Company’s stand-alone Hungarian statutory financial statements (prepared in accordance with IFRSs), the business (annual) report and the report of the Board of Directors prepared for the 2020 business year;**
- 2 Decision on the acceptance of the Company’s consolidated financial statements prepared in accordance with IFRSs, the business (annual) report and the report of the Board of Directors prepared for the 2020 business year;**
- 3 Decision on the acceptance of the corporate governance report prepared by the Board of Directors for submission to the Budapest Stock Exchange;**
- 4 Decision on the use of the 2020 profit after taxation;**
- 5 Decision on the discharge that can be granted to the Directors of the Company;**
- 6 Advisory vote on the amendment of the Company’s remuneration policy in view of the 2020 employee share ownership plan of ALTEO’s ESOP Organization;**
- 7 Presentation of the Board of Directors on the transactions entered into by the Company for its own shares;**
- 8 Amendment of the authorization of the Board of Directors to buy the Company’s own shares, expiring on October 30, 2021.**

The Board of Directors publishes the proposals and motions regarding the above agenda items at the time and in the manner specified in Article 3:272 (3) of Act V of 2013 on the Civil Code on the Company’s website ([www.alteo.hu](http://www.alteo.hu)), as well as on the dedicated websites of the Budapest Stock Exchange ([www.bet.hu](http://www.bet.hu)) and the Central Bank of Hungary ([www.kozzetetelek.mnb.hu](http://www.kozzetetelek.mnb.hu)).

### **Requirements for exercising shareholder rights**

**If, acting within the competence of the General Meeting, resolutions are adopted by the Board of Directors:**

The Shareholders are kindly notified that if within the 30-day limitation period following the disclosure of the resolution adopted on the annual report and the utilization of profit/loss after tax in line with the Decree, shareholders holding at least 1% of votes initiate the convention of the General Meeting,

dividend payment may only go ahead once the Company's General Meeting has subsequently approved the annual report and the payment of dividend. In this case, the Company's Board of Directors informs shareholders of any expected changes impacting the schedule of dividend payment in due time after the convention of the General Meeting.

The Company informs all Shareholders that pursuant to the Decree, within the 30-day limitation period following the end of the state of danger, shareholders holding at least 1% of votes may call for the General Meeting to be convened in order to subsequently approve the resolutions adopted by the Board of Directors. Failure to observe the above dates, including cases where such shareholder request is not delivered to the Company by the due date, results in the forfeiture of these rights. The right of convening the General Meeting is available to shareholders who are featured in the originally published invitation or are listed in the Company's share register based on the shareholder identification process requested and conducted in relation to the General Meeting specified in the announcement published pursuant to the Decree. Shareholder identification and registration into the share register are subject to the rules on registration into the share register preceding the General Meeting.

**If the General Meeting may be held with the shareholders' in-person presence:**

If pandemic-related rules allow the Meeting to be held, the Conference Hall of the Bank Center at **H-1054 Budapest, Szabadság tér 7** will serve as the venue for the General Meeting.

The prerequisite for participation of a shareholder (or their proxy, or in the case of jointly owned shares, the joint proxy) at the General Meeting and the exercise of shareholder rights is the registration of the shareholder or their proxy in the Company's share register by no later than 6 p.m. on the second working day preceding the starting date of the General Meeting (closing of the share register), i.e. April 15, 2021. The Board of Directors, in accordance with the provisions of the Articles of Association, requires from KELER Központi Értéktár Zrt. (KELER) shareholder identification according to the rules of procedure of KELER Központi Értéktár Zrt., and KELER – as the person in charge of managing the share register – at the instruction of the Board of Directors deletes all data valid at the time of shareholder identification and, at the same time, registers the data resulting from the shareholder identification in the share register, and closes the share register.

Securities account managers are required to ensure registration of shareholders in the share register based on the shareholder's order, by providing data directly to KELER. Detailed information is available from securities account managers. The Company assumes no liability for the authenticity, accuracy and completeness of the data provided by securities account managers or for the consequences of failure to provide data. Shareholders can request and receive information regarding the share register at KELER's registered office (H-1074 Budapest, Rákóczi út 70-72, R-70 Office Complex) in person or over the phone (+36 1 483 6251 and +36 1 483 6289) during business hours.

The shareholder may exercise their shareholder rights by proxy. The Company's permanent auditor may not act as proxy. Neither may a member of the Board of Directors, an employee of the Company holding an executive position or a member of the Supervisory Board be a proxy, unless such persons have, as proxy, a clear voting instruction issued by the authorizing shareholder for each proposal for resolution. The letters of proxy must be submitted to the Company in the form of a notarized deed or a private deed of full probative force by the closing of the share register at the latest.

Votes are counted by machine.

At the request of the shareholder, the Board of Directors shall confirm to the shareholder or the person designated by them that their vote has been appropriately registered and counted in the General Meeting, unless the necessary information is already available to the shareholder.

### **Passing of resolutions**

The General Meeting has quorum if the shareholders or their proxies representing more than fifty percent of the shares with voting rights are present at the General Meeting.

The voting right of the holders of ordinary shares is adjusted to the face value of the ordinary shares so that each “A” series ordinary share with a nominal value of HUF 12.5 confers the right to cast 1 (one) vote.

### **Other rights of shareholders**

The closing of the share register does not limit the right of any person registered in the share register to transfer their shares following the closing of the share register. Any transfer of shares prior to the starting day of the General Meeting will not preclude the right of a person registered in the share register to participate in the General Meeting and to exercise the rights to which they are entitled as a shareholder.

Pursuant to Article 3:259 (2) of the Civil Code, the shareholder is entitled to request information from the Board of Directors regarding any item on the agenda of the General Meeting by way of a written request submitted at least eight days prior to the date of the General Meeting.

If, pursuant to Article 3:259 of the Civil Code, shareholders jointly representing at least one percent of the votes submit to the Board of Directors – within eight days of the date of publication of the announcement convening the General Meeting – a proposal requesting supplementation of the agenda in compliance with the rules on the level of detail of the agenda, or a draft resolution on an item included or to be included in the agenda, the Board of Directors, after receiving the proposal, will publish a notice regarding the supplemented agenda and the draft resolutions submitted by shareholders. The item specified in the announcement will be deemed to have been put on the agenda.

### **Registration**

Verification of capacity as a shareholder (or proxy) and compilation of the attendance sheet—in other words registration—takes place at the venue and on the day of the General Meeting between 9 a.m. and 10 a.m. We kindly ask the participants to arrive for the registration on time, and to bring documents confirming their identity and their letter of proxy under all circumstances.

After the registration is closed, any shareholder (proxy) not included in the attendance list but registered in the share register may participate at the General Meeting, but may not exercise their voting right.

### **Participation by members of the press**

We inform all shareholders that, until decided otherwise by the General Meeting, the General Meeting is announced as an event open to the press. We ask representatives of the press to indicate their intention to participate via their accreditation request sent to [befektetoikapcsolatok@alteo.hu](mailto:befektetoikapcsolatok@alteo.hu) by 3 p.m. on April 15, 2021.

**Lack of quorum**

If the General Meeting needs to be repeated due to a lack of a quorum, the new date will be April 30, 2021, 10 a.m. and the venue is the Company's registered office at H-1131 Budapest, Babér utca 1-5. The repeated General Meeting will have quorum in respect of the matters on the agenda for the previous inquorate General Meeting, irrespective of the number of shareholders (proxies) present.

Budapest, March 19, 2021

The Board of Directors of ALTEO Nyrt.

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