



**Graphisoft Park SE Ingatlanfejlesztő Európai Részvénytársaság**  
(Graphisoft Park SE Real Estate Development European Company Limited by Shares)  
(1031 Budapest, Záhony utca 7., Reg.: 01-20-000002)

Based on the resolution no. IT 16/2020.03.19. of the Board of Directors:

**the Board of Directors convenes the Annual General Meeting of The Company**

**to the registered seat of the Company at 1031 Budapest, Záhony street 7. (Graphisoft Park - Central conference room) at 10 a.m. on April 30 (Thursday), 2020, and hereby invites the Honorable Shareholders to this event.**

**Special supplement to the General Meeting of 2020**

**Dear Shareholders,**

**At the time of the convening of the General Meeting a national state emergency is in force in Hungary due to the pandemic (coronavirus), during which all indoor or outdoor gatherings, regardless of the number of people attending are prohibited, as well as the organization of such.**

**Nonetheless, the Company is continuing its operation in this extraordinary situation, and is planning to hold the General Meeting in compliance with the regulations currently in effect, and in a way to minimize the health risks.**

**The Board of Directors therefore motions for the Honorable Shareholders to participate at the General Meeting by proxy, and for all Shareholders to authorize the same person - in this way the proxy shall be able to hold the meeting as a sole participant with an additional person present as the authenticator.**

**To this end, the Company requests that the Honorable Shareholders grant authority with the commission enclosed, to the Company's legal representative to participate at the General Meeting. The legal representative shall be obliged to vote according to the mandates in the commission. Please submit these commissions to the Company by post. The Company shall confirm the receipt of the commissions by e-mail.**

**The General Meeting is announced publicly by the Board of Directors, it intends to broadcast the meeting online allowing anyone to join, and apart from voting this provides the position to raise questions to the members of Board of Directors and Audit Committee, also joining online.**

**Please note that the General Meeting held online publicly may not be considered a conference meeting, as the Articles of Association does not allow this, therefore casting a vote shall be possible only by proxy.**

**We also inform the Honorable Shareholders that the General Meeting shall not be held if it poses any kind of health risk.**

**If the national state emergency no longer prevails by the time of the General Meeting, than it shall be held as customary.**

**Thank you for your understanding and cooperation.**



**The agenda of the General Meeting:**

1. Approval of the report made by the Board of Directors about the management, financial situation and business policies of the Company;
2. Approval of the report prepared by the Audit Committee and the report prepared by the auditor on the (individual) annual financial statements of the Company for the year 2019 prepared in accordance with the IFRS, on the consolidated annual financial statements prepared in accordance with the IFRS, and on the allocation of the profit after taxation;
3. Approval of the report on the (individual) annual financial statements of the Company for year 2019 prepared in accordance with the IFRS, the consolidated annual financial statements prepared in accordance with the IFRS;
4. Advisory vote on the Act LXVII. of 2019. compliant Remuneration Policy; decision on the prolongation of the Management Share Option Plan, decision on the amendment of the Articles of Association in relation to this;
5. The Board of Directors' proposal regarding the allocation of the profit after taxation, decision on the allocation of the profit after taxation;
6. Decision on granting discharge of liability to the members of the Board of Directors;
7. Decision on approval of the report of the Board of Directors on corporate governance;
8. Modification of remuneration of the members of the Board of Directors and the Audit Committee;
9. Election and determination of the remuneration of the Company's auditor;
10. Authorisation to acquire treasury shares;

In the event the General Meeting convened to the above date does not have a quorum, the Board of Directors shall convene the reconvened General Meeting via this notice, to the above venue to **10 a.m. on May 15 (Friday), 2020**. The reconvened General Meeting shall have a quorum regardless of the number of the shareholders present, and their voting rights.

The shareholders shall attend the General Meeting. The officers of the Company shall attend the General Meeting by means of electronic communications.

The shareholder shall be entitled to participate at the General Meeting, and within the framework stipulated by Act V of 2013, request information, and also to submit proposals and motions, and, if they hold shares with voting rights, to vote. Compliance with this notice is required to participate at the General Meeting and to vote.

Shareholders shall have the right to participate not only in person, but also by proxy, and one proxy may represent several shareholders. The commission shall be submitted to the Company, in the course of the registration process, in the form of a public document or a private document representing conclusive evidence.



In case of natural persons, the commission shall be authenticated by two witnesses or shall be countersigned by an attorney or be notarized.

In case of non-natural person shareholders, the representation rights of the persons signing the commission or of the persons acting at the General Meeting on behalf of the non-natural person shareholders shall have to be verified by a document issued by the authentic public registration authority, not older than 30 days (for example both an extract from the companies register and a specimen of signature, together, not older than 30 days) or by a notarial deed.

The deeds issued abroad must be presented in a proper form, in compliance with the laws governing the certification and legalization of documents issued abroad. The documents can be issued in Hungarian or English. A certified Hungarian or English translation has to be attached of any documents issued in other languages. The Chairman of the General Meeting or a member of the Board of Directors or the auditor of the Company cannot be appointed as representative of the shareholder. The securities intermediary registered in the register of shareholders (share register), as the shareholder's proxy (nominee) may act on behalf of the shareholder according to the provisions of Act CXX of 2001 on the Capital Market.

We request that the Honorable Shareholders submit their commissions by post to the Company so as to ensure their actual receipt by latest April 29, 2020.

**The name of the shareholder or nominee intending to attend the General Meeting must be entered into the register of shareholders until the second working day prior to the starting day of the General Meeting.**

Those shareholders shall be entitled to exercise their shareholders' rights at the General Meeting whose names are registered in the Register of Shares at 6 p.m. on the second working day prior to the starting day of the General Meeting.

The Company will request the ownership identification from KELER Zrt. for the time of the General Meeting. The rules governing ownership identification are the then current General Business Rules of KELER Zrt. The securities intermediaries shall be obliged to provide for registration of the shareholders in the register of shareholders. The securities intermediaries provide information to the shareholders about the time limit set for execution of the orders submitted to the securities intermediaries for making the entries into the register of shareholders. The Company shall not undertake any liability for the consequences arising from any failures by the securities intermediaries. **Time for closing the register of shareholders: 6 p.m. on April 28, 2020.**

Based on the provisions of Article 153 (3) of Act CXX of 2001 on the Capital Market the Company invites all shareholders' proxies to disclose the names (company names) of the represented shareholders along with their addresses (registered addresses) and number of shares owned until the opening of the General Meeting at the latest. Should the shareholder proxy fail to make the required disclosure, the shareholder proxy will not be entitled to exercise voting rights on the General Meeting.

Closure of the Register of Shares shall not restrict the right of the shareholder entered therein to transfer shares after such closure. Nor does the transfer of shares before the starting day of the General Meeting exclude the right of the registered shareholder to participate in the General Meeting and exercise their shareholder's rights.



For items on the agenda of the General Meeting, the Board of Directors shall be obliged to provide the shareholders with the information necessary to discuss any and all items on the agenda of the General Meeting, so that the shareholders – upon a written request filed at least eight days prior to the General Meeting – shall receive the necessary information at least three days prior to the General Meeting.

Shareholders who have minimum one per cent of the votes are entitled to request any additions to the agenda of the General Meeting, in writing, within the time limit stipulated by law, by indicating the reasons thereof, or to submit proposals for resolutions in connection with the agenda.

Method of holding the General Meeting: with attendance in person. The General Meeting shall be held in Hungarian.

Voting rights:

- each “A” series ordinary share shall entitle to one vote per share;
- each “B” series employee share shall entitle to one vote per share; Chapter 13 of the Articles of Association [Quorum, Voting, Voting rights], and the further rules specified in the Management Share Option Plan shall be applied in terms of the voting rights vested in the employee shares.

The Company shall disclose the material data of the draft annual statements prepared according the Accounting Act, and of the reports of the Board of Directors and the Audit Committee, the summary about the number of the shares and of the voting rights existing at the date of the convocation (as well as the separate summary on the different series of shares), as well as the proposals to the agenda items and the draft resolutions, at least twenty one days prior to the General Meeting, according to the provisions of Section 35 of the Articles of Association, with due consideration of Article 3:272 (3) b) of the Hungarian Civil Code.

**The submissions and proposals for resolutions put on the agenda of the General Meeting are available at the Company’s website at [www.graphisoftpark.com](http://www.graphisoftpark.com)**

The shareholders are entitled to request that the published and publicly disclosed materials of the General Meeting be sent to them electronically. Such requests can be filed in person at the registered office of the Company, or via post or in e-mail to [announcements@graphisoftpark.com](mailto:announcements@graphisoftpark.com) We ask you to kindly contact our Company mainly by e-mail.

Budapest, March 19, 2020.

Graphisoft Park SE