

Correspondence vote procedure

General Meetings of Shareholders April 27(28), 2017

Approved by Monitoring Council and Directorate of S.C. PRODPLAST S.A.

1. The shareholders of S.C. PRODPLAST S.A. may exercise the vote within the General Meetings of Shareholders, directly, by proxy or by correspondence, according to the provisions of this procedure.
2. The correspondence vote may be expressed for all items of the agenda of the General Meetings of Shareholders. According to the personal option, on the "CORRESPONDENCE VOTE BULLETIN", there shall be marked an "X" in one of the corresponding boxes for the FOR, AGAINST or ABSTENTION vote. For the transmitted correspondence vote bulletins, the votes corresponding to each item of the agenda shall be cancelled as a result of procedure vices, in the following situations:
 - a. they are illegible;
 - b. they contain contradictory or confuse options;
 - c. they are conditionally expressed.

The cancelled votes as a result of procedure vices are taken into consideration for establishing the quorum, but they are not taken into consideration if the items on the agenda they related to are subject to vote.

3. The shareholders are entitled to change anytime their option expressed by correspondence vote under the observance of the deadline provided in the convoking letter. If a shareholder who expressed his/her option to vote by correspondence attends the meeting, the previously expressed options are cancelled.
4. The correspondence vote bulleting is completed and signed by each shareholder (physical person or legal entity), having his/her signature legalized by a notary public and is sent or submitted to the headquarters of S.C. PRODPLAST S.A. in a sealed envelope, until **25.04.2017, 10.00 o'clock** (date of the entry number in Prodplast Registration Office) at the latest, accompanied by the following documents:
 - For physical persons:
 - copy of identity card or passport, as the case may be.
 - For legal entities:
 - copy of shareholder's Registration Certificate issued by Register of Companies;
 - copy of identity card or passport of the legal representative;
 - proof of the quality as legal representative.

NOTE: The documents presented in a foreign language, other than English (excepting the identity documents valid within the Romanian territory) shall be accompanied by their translation made by a sworn translator, in Romanian or English language, and the authentic foreign documents shall be also supra-legalized (apostilled).

In case of sending per post, on the sealed envelope there shall be indicated the following address:
S.C. PRODPLAST SA – FOR THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS AND ORDINARY GENERAL MEETING OF SHAREHOLDERS FROM 27.04.2017/28.04.2017, Bucharest, 256 Basarabia Blvd., District 3, postal code 030352.