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Wrocław, 31 January, 2018

# Notice convening the Extraordinary General Shareholders' Meeting of TOYA S.A.

The Management Board of TOYA S.A. (joint-stock company) with a registered seat in Wrocław, ul. Sołtysowicka 13-15, postal code: 51-168, entered into the Register of Entrepreneurs of the National Court Register (KRS), kept by the 6th Commercial Division of the District Court for Wrocław – Fabryczna under the KRS number 0000066712, with fully paid-up share capital: PLN 7 833 084.10; NIP (Tax Id. No.): 895-16-86-107; REGON (Business Id. No.): 932093253 (hereinafter referred to as "TOYA S.A." or the "Company"), acting pursuant to art. 398, art. 399.1, art. 402¹ and art. 402² of the Commercial Companies Code (Act) of 15 September, 2000 (consolidated text, Journal of Laws of 2013, item 1030 as amended), and § 24 of the Company's Articles of Association, hereby convenes the Extraordinary General Shareholders' Meeting of TOYA S.A., to be held on 27 February, 2018, at 11:00, at TOYA Golf & Country Club, ul. Rakowa 5, Kryniczno, 55-114 Wisznia Mała.

# Agenda of the Extraordinary General Meeting of TOYA S.A.

- 1. Opening the Extraordinary General Meeting.
- 2. Electing the Chairman of the Extraordinary General Meeting.
- 3. Declaring the Extraordinary Meeting duly convened and capable of adopting resolutions.
- 4. Adopting a resolution in the matter of abstaining from electing the Returning Committee of the Extraordinary General Meeting.
- 5. Adopting the agenda of the Extraordinary General Meeting.
- 6. Notification by the Management Board of the Company, in accordance with art. 363.1 of the Commercial Companies Code (Act) of 15 September, 2000 (consolidated text, Journal of Laws of 2017, item 1577) in the matter of purchasing the Company's own shares, in connection with performing resolution no. 19 of the Ordinary General Shareholders' Meeting of 29 June, 2017.
- 7. Adopting a resolution in the matter of redeeming the Company's own shares.
- 8. Adopting a resolution in the matter of reducing the Company's share capital and establishing a reserve capital.
- 9. Adopting a resolution in the matter of changing the designation of the Company's shares and amending § 7, section 1 of the Company's Articles of Association.
- 10. Adopting a resolution in the matter of dissolving the reserve capital as established for the purpose of purchasing the Company's own shares.
- 11. Adopting a resolution in the matter of amending §17, section 2, letter "a", section 4 and adding a new section 5 to the Company's Articles of Association and authorising the Supervisory Board to determine the consolidated text of the Company's Articles of Association.
- 12. Adopting a resolution in the matter of approving change to the Rules of the Company's Supervisory
- 13. Winding up the Extraordinary General Meeting.

In accordance with the contents of art. 455.2 of the Commercial Companies Code (Act) of 15 September, 2000 (consolidated text, Journal of Laws of 2017, item 1577), the Management Board of TOYA Spółka Akcyjna, in connection with reducing the Company's share capital as provided for in the agenda of the Extraordinary General Meeting, indicates that:



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- a) the purpose of reducing the share capital is to adjust the amount of the Company's share capital to the sum of the nominal value of shares, which was subject to reduction as a result of redeeming the Company's own shares.
- b) The Company's share capital shall be reduced from the amount of PLN 7,833,084.10, namely by the amount of PLN 328,861.50.
- c) The reduction of the Company's share capital shall take place by way of amending the Articles of Association of TOYA S.A., by redeeming in total 3,288,615 shares with the nominal value of PLN 0.10 each.

At the same time, in accordance with art. 402.2 of the Commercial Companies Code (Act) of 15 September, 2000 (consolidated text, Journal of Laws of 2017, item 1577), the scope of the proposed changes to the Articles of Association is indicated.

# **Current wording:**

### §7, section 1 of the Articles of Association:

- "1. The share capital shall be PLN 7 833 084.10 (say: seven million eight hundred thirty-three thousand and eighty-four zlotys 10/100) and shall be divided into 78 330 841 (say: seventy-eight million three hundred thirty thousand eight hundred and forty-one) shares with the nominal value of PLN 0.10 (ten grosz) each, including:
  - a) 60,000,000 (say: sixty million) A series ordinary bearer shares from no. 1 to 60,000,000, each with the nominal value of 10 grosz, which were paid up in cash,
  - b) 5,573,800 (say: five million five hundred seventy-three thousand eight hundred) B series ordinary bearer shares from no. 1 to 5,573,800, each with the nominal value of 10 grosz, which were paid up in cash,
  - c) 9 263 000 (say: nine million two hundred and sixty-three thousand) C series ordinary bearer shares from no. 1 to 9 263 000, each with the nominal value of 10 grosz, which were paid up in cash,
  - d) 653 578 (say: six hundred fifty-three thousand five hundred and seventy-eight) D series ordinary bearer shares from no. 1 to 653 578, each with the nominal value of 10 grosz, which were paid up in cash
  - e) 187 842 (say: one hundred eighty-seven thousand eight hundred and forty-two) E series ordinary bearer shares from no. 1 to 187 842, each with the nominal value of 10 grosz, which were paid up in cash,
  - f) 188 786 (say: one hundred eighty-eight thousand seven hundred and eighty-six) F series ordinary bearer shares from no. 1 to 188 786, each with the nominal value of 10 grosz, which were paid up in cash.
  - g) 133 835 (say: one hundred thirty-three thousand eight hundred and thirty-five) G series ordinary bearer shares from no. 1 to 133 835, each with the nominal value of 10 grosz, which were paid up in cash.
  - h) 2 330 000 (say: two million three hundred and thirty thousand) H series ordinary bearer shares from no. 1 to 2 330 000, each with the nominal value of 10 grosz, which were paid up in cash."

§17, section 2, letter "a" of the Articles of Association:

"a) appointing an expert auditor for auditing the Company's financial statements,"



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### §17, section 4 of the Articles of Association:

"4. In the event of entrusting the Supervisory Board with the performance of the Audit Committee's tasks, which is referred to in the Act on Expert Auditors and their Self-Governing Bodies, Entities Authorised to Audit Financial Statements and on Public Supervision or in any other legal act replacing the aforementioned act, the following shall, in particular, fall within the scope of the Supervisory Board's tasks:

- monitoring the Company's financial reporting process and carrying out financial reviews by, inter alia, monitoring the process of preparing financial statements as well as monitoring the reliability of the financial information as presented by the Company;
- monitoring the effectiveness of the systems of internal control, internal audit, if the same was established, and risk management by, inter alia, overviewing, at least once a year, the internal control and risk management procedures to ensure compliance with the provisions and internal regulations as well as assessing the observance of the risk management principles and presenting recommendations in this respect;
- monitoring the performance of the financial review by, inter alia, monitoring the auditor's independence with respect to the audits performed by the auditor and discussing the course of the audit process with the same;
- monitoring the independence of the expert auditor and the entity authorised to audit financial statements, including in the case of rendering services other than carrying out the financial

# **Proposed wording:**

§7, section 1 of the Articles of Association:

"1. The share capital shall be PLN 7,504,222.60 (say: seven million five hundred four thousand two hundred and twenty-two zlotys, 60/100) and shall be divided into 75,042.226 (say: seventy-five million forty-two thousand two hundred and twenty-six) A series ordinary bearer shares with the nominal value of PLN 0.10 (ten grosz) each share."

§17, section 2, letter "a" of the Articles of Association:

"appointing an expert auditor for auditing the Company's financial statement, upon the presentation of a recommendation by the Audit Committee,"

§17, section 4 of the Articles of Association:

"The Supervisory Board shall adopt the Rules of the Audit Committee and appoint the Audit Committee members for the period of its term of office from among its members while taking into account the requirement that at least one Audit Committee member shall possess the knowledge and skills in the area of accounting or auditing financial statements as well as that the majority of the members of the Audit Committee, including its Chairman, shall meet the independence criterion which is referred to in the applicable provisions of the law."

§17, section 5 of the Articles of Association:



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"An Audit Committee member's term of office shall expire in the event of:

- a) expiry of their term of office as the Supervisory Board member selected to the Audit Committee before the lapse of the term of office of the entire Supervisory Board,
- b) submitting resignation from the function served on the Audit Committee;
- c) removal from the Committee by way of resolution of the Supervisory Board."

# Right to participate in the Extraordinary General Meeting and the Date of registration of participation in the Extraordinary General Meeting

Only the persons being the Company's shareholders sixteen days prior the date of the Extraordinary General Meeting (Date of registering participation in the Extraordinary General Meeting) shall have the right to participate in the Extraordinary General Meeting. The date of participation registration shall be 11 February, 2018.

For the purpose of exercising the right to participate in the Extraordinary General Meeting, a shareholder shall submit, no earlier than upon announcing the convening of the Extraordinary General Meeting and no later than on the first weekday of the date of registration of participation in the Extraordinary General Meeting, a request that the entity running a share account on their behalf issue a personal certificate on the right to participate in the Extraordinary General Meeting, which certificate shall contain the following:

- a) business name, seat, address and stamp of the issuer and number of the certificate,
- b) number of shares,
- c) type and code of shares,
- d) business name, seat and address of the listed company which issued shares,
- e) nominal value of shares,
- f) name and surname or business name of the person authorised under shares,
- g) seat (place of residence) and address of the person authorised under shares,
- h) purpose of issuing the certificate,
- i) date and place of issuing the certificate,
- j) signature of the person authorised to issue the certificate.

For the purpose of clearing any potential doubts that might arise with respect to a certain entity's right to participate in the Extraordinary General Meeting, the entities entitled to participate in the Extraordinary General Meeting or the attorneys of the same are requested to carry the aforementioned certificate with them.

The list of those entitled to participate in the Extraordinary General Meeting of TOYA S.A. is established based on the specification prepared by the entity running a securities depository in accordance with the provisions on trading in financial instruments. The basis for preparing the specification indicated shall be the certificates on the right to participate in the Company's Extraordinary General Meeting as issued by the aforementioned entities.

#### List of shareholders

The list of the shareholders entitled to participate in the Extraordinary General Meeting shall be presented at the Company's seat, namely in Wrocław at ul. Sołtysowicka 13-15, three weekdays prior to the date of holding the General Meeting, that is as of 21 February, 2018. The Company's shareholder may request that



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the list of the shareholders entitled to participate in the General Meeting be sent to them free of charge via electronic mail by stating their electronic mail address, to which the list shall be sent. TOYA S.A. shall be entitled to demand documentation confirming that a shareholder submitting such a request is, indeed, the same as at the date of submitting the request if they fail to be found in the list of the shareholders entitled to participate in the Extraordinary General Meeting.

Description of procedures for participating and exercising the voting right at the Extraordinary General Meeting

Shareholder's right to request that certain matters be included in the agenda of the general meeting

A shareholder or shareholders representing at least one-twentieth of the Company's share capital may demand that certain matters be included in the agenda of the Extraordinary General Meeting. Such a request shall be submitted to the Company's Management Board no later than 21 days prior to the meeting date set, namely by 6 February, 2018. The request shall contain substantiation or a draft of a resolution concerning the proposed item of the agenda. The request may be submitted in writing or electronic form to the address: zwz@yato.pl, however, in each case it shall be submitted on a properly completed and signed form available on the Company's website at the address: <a href="http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/</a>

A shareholder or shareholders requesting that certain matters be included in the agenda shall be obliged to attach a depository certificate to the request or a personal certificate on the right to participate in the General Meeting, issued by a competent entity, confirming the status of possession of the part of the Company's share capital as required to submit the above request as at the date of submitting the same.

The persons acting on behalf of an institutional shareholder or shareholders or being legal persons or other entities, in the case of which confirming the representation requires submitting proper documents specifying the rules of representation in effect at a shareholder's (shareholders'), shall attach original copies or certified copies to the above request in accordance with the provisions of the law as applicable in this respect. In case where further powers of attorney are granted, the continuity of such authorisation must be proved.

The obligation to attach the documents which are referred to above shall both apply to the written and electronic form of the request in the format proper for each of those forms (paper document or its copy or scan converted to PDF format). A request in written form accompanied by a set of attachments shall be submitted with confirmation of receipt at the Company's seat in Wrocław at ul. Sołtysowicka 13-15.

In the event that the request is transferred in electronic form — it shall be sent to the e-mail address: zwz@yato.pl Any documents, namely the request form and the attachments shall be sent in PDF format as attachments to the message.

TOYA S.A. shall be authorised to take actions aimed at identifying a shareholder (shareholders) and verifying the validity of the documents sent.

The Company's Management Board, however, no later than within 18 days prior to the date of the Extraordinary General Meeting set, namely by 9 February, 2018, shall announce changes to the agenda as introduced at the shareholders' request. The announcement shall take place in the manner proper for convening the Extraordinary General Meeting.



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Shareholder's right to submit drafts of resolutions regarding matters introduced to the agenda of the Extraordinary General Meeting or matters which are to be introduced to the agenda prior to the date of the Extraordinary General Meeting.

A shareholder or shareholders representing at least one-twentieth of the Company's share capital may submit to the Company, prior to the date of the Extraordinary General Meeting, in writing or with the use of electronic means of communication, drafts of resolutions regarding matters introduced to the agenda of the Extraordinary General Meeting or matters which are to be introduced to the agenda. Those drafts shall be submitted to the Company no later than 48 hours prior to the date of the Extraordinary General Meeting, due to the necessity to put the same on the Company's website. The submission of resolution drafts may take place in writing or electronic form, however, in each case it shall be done on a properly completed and signed form available on the Company's website at the address: <a href="http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/</a>

A shareholder or shareholders submitting their resolution drafts regarding matters introduced to the agenda of the Extraordinary General Meeting or matters which are to be included in the agenda prior to the date of the Extraordinary General Meeting shall be obliged to attach a depository certificate to the request or a personal certificate on the right to participate in the Extraordinary General Meeting, issued by a competent entity, confirming the status of possession of the part of the Company's share capital as required to submit the above request as at the date of submitting the same.

The persons acting on behalf of an institutional shareholder or shareholders or being legal persons or other entities, in the case of which confirming the representation requires submitting proper documents specifying the rules of representation in effect at a shareholder's (shareholders'), shall attach original copies or certified copies to the above request in accordance with the provisions of the law as applicable in this respect. In case where further powers of attorney are granted, the continuity of such authorisation must be proved.

The obligation to attach the documents which are referred to above shall both apply to the written and electronic form of the request in the format proper for each of those forms (paper document or its copy or scan and conversion to PDF format). A request in written form accompanied by a set of attachments shall be submitted with confirmation of receipt at the Company's seat in Wrocław at ul. Sołtysowicka 13-15.

In the event that the request is transferred in electronic form – it shall be sent to the e-mail address: zwz@yato.pl Any documents, namely the request form and the attachments shall be sent in PDF format as attachments to the message.

TOYA S.A. shall be authorised to take actions aimed at identifying a shareholder (shareholders) and verifying the validity of the documents sent.

Shareholder's right to submit drafts of resolutions regarding matters introduced to the agenda of the Extraordinary General Meeting.

During the Extraordinary General Meeting, each of the shareholders may submit drafts of resolutions regarding matters introduced to the agenda.

### Right to appoint attorney



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A shareholder may take part in the Extraordinary General Meeting and exercise the right to vote personally or via attorney. The attorney shall exercise all the shareholder's powers at the Extraordinary General Meeting, unless the power of attorney states otherwise. The attorney may grant further power of attorney if this stems from the contents of the power of attorney. The attorney may represent more than one shareholder and split their voting direction under each shareholder's shares. A shareholder holding shares recorded on more than one securities accounts may appoint separate attorneys to exercise the rights under the shares recorded on each of the accounts. A shareholder not being a natural person may take part in the Extraordinary General Meeting and exercise the right to vote through a person authorised to submit declarations of will on their behalf or through their Attorney.

Forms of powers of attorney, the manner of notifying of granting a power of attorney in electronic form and the manner of verifying the validity of powers of attorney.

The power of attorney to take part in the General Meeting and exercise the voting right shall be given in writing or in electronic form. Granting the power of attorney in electronic form shall not require a safe electronic signature verifiable by means of a valid qualified certificate.

In the event of granting the power of attorney in electronic form, a shareholder shall inform the Company of this fact via the Company's electronic mail at the e-mail address:: <a href="mailto:zwz@yato.pl">zwz@yato.pl</a>. On its website at the address: <a href="mailto:http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/</a>, TOYA S.A. makes available for download a template of the "Form of notification of granting a power of attorney in electronic form", which, after completing according to the instructions contained therein, shall be sent by a shareholder to the Company to the e-mail address as indicated above. For the purpose of authenticating the information contained in the notification, a scan of the personal certificate on the shareholder's right to participate in the Extraordinary General Meeting, issued by the entity running the securities account must be attached.

The persons acting on behalf of an institutional shareholder or shareholders or being legal persons or other entities, in the case of which confirming the representation requires submitting proper documents specifying the rules of representation in effect at a shareholder's/shareholders', shall attach original copies or certified copies to the above notification in accordance with the provisions of the law as applicable in this respect, in the format proper for each of the forms (paper document or its copy or scan and conversion to PDF format). In the event of granting further powers of attorney, one must prove the continuity of such power of attorney. The notification of granting a power of attorney in electronic form shall be given by 26 February, 2017, 11: 59 pm at the latest, in connection with the necessity to verify the documents sent.

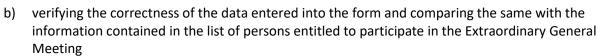
A member of the Company's Management Board and the Company's employee may be the shareholders' attorneys at the Extraordinary General Meeting. If the attorney at the Extraordinary General Meeting is a Member of the Management Board, Member of the Supervisory Board, liquidator, employee of the Company or member of bodies or employee of a company dependent on the Company, the power of attorney may authorise one to representation at one General Meeting only. The attorney shall be obliged to disclose to a shareholder any circumstances indicating the existence or possibility of a conflict of interest. Granting a further power of attorney shall be excluded. In the above situation, the attorney shall be obliged (in accordance with the applicable provisions) to vote according to instructions as given by the shareholder.

The verification of the powers of attorney granted shall be carried out by:

a) verifying the contents of the power of attorney granted (a series of powers of attorney) as well as the completeness of the documents attached to the same,



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- c) finding the compliance of the powers of persons granting the power of attorney on behalf of legal persons with the status described in relevant KRS extracts,
- d) confirming the data and thus the identification of a shareholder or shareholders via electronic mail or over the phone in the case of electronic form of the power of attorney and notification of the same.

As part of the verification of the validity of the powers of attorney granted in electronic form and identification of a shareholder, TOYA S.A. may ask the shareholder to send, in electronic form, the power of attorney in the form of a scan in PDF format or photographic file with the power of attorney photographed.

In the event of any doubts or situations requiring an explanation, TOYA S.A. may take other actions aimed at identifying the shareholder or shareholders and verifying the validity of the powers of attorney, notifications and documents presented. TOYA S.A. shall attach the powers of attorney to the minutes of the Extraordinary General Meeting.

# Manner of exercising the voting right by the Attorney by means of a form.

On its website, in the location: <a href="http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-2018/</a> TOYA S.A. makes available for download a template of the Form for exercising the voting right by the Attorney or granting a written instruction to the Attorney by a Shareholder on the manner of voting, which is referred to in art. 402³1, item 5 and 402.3, items 1-4 of the Commercial Companies Code. The form as referred to above, after being completed by a shareholder granting the power of attorney, may constitute, in the case of an open voting at the Extraordinary General Meeting, a voting sheet for the Attorney if the shareholder obligated the Attorney to use such a form. In turn, in the case of a secret voting, a completed form shall be treated solely as a written instruction on the manner of the Attorney's voting in such voting over a resolution which, according to the shareholder's order, is to be voted on with its use. The Chairman of the Extraordinary General Meeting shall inform the Extraordinary General Meeting of casting a vote with the use of the form and, on this basis, such vote shall be taken into account upon counting the generality of the votes cast in the voting on a given resolution. The form used in the voting shall be attached to the minutes book.

In the event that the counting of votes at the Extraordinary General Meeting takes place with the use of electronic devices for counting votes, the form which is referred to above shall not apply and may be used only as an instruction in the relationship between the Shareholder and the Attorney.

# Information on alternative forms of participation in the Extraordinary General Meeting and exercising the voting right.

TOYA S.A. does not provide for the possibility of taking part in the General Meeting, nor for speaking, nor for casting a vote with the use of means of electronic communication and exercising the right to vote via correspondence.

### Place of publishing the information regarding the General Meeting

The full text of the documentation which is to be presented to the Extraordinary General Meeting and the drafts of resolutions are available at the address: <a href="http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/</a>



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Any information regarding the Extraordinary General Meeting is available on the website at the address: <a href="http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/</a>

In the event of the Company's Management Board or the Company's Supervisory Board submitting remarks about the matters included in the agenda of the General Meeting or matters which are to be introduced to the agenda before the date of the Extraordinary General Meeting, the same shall be made available on the Company's website at the address: <a href="http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/">http://yato.com/relacje-inwestorskie/walne-zgromadzenie-akcjonariuszy-1/nadzwyczajne-walne-zgromadzenie-akcjonariuszy-2018/</a>