



**AROUNDTOWN SA**  
*Société Anonyme*  
40, Rue du Curé  
L-1368 Luxembourg  
R.C.S. Luxembourg: B217868

## **CONVENING NOTICE TO ALL SHAREHOLDERS**

All shareholders of Aroundtown SA (the “**Company**”) are hereby given notice upon instruction of the board of directors of the Company (the “**Board of Directors**”) that the

### **ANNUAL GENERAL MEETING 2022 OF THE COMPANY**

(the “**AGM**” or the “**General Meeting**”)

will be held on 29 June 2022, at 2:30 p.m. (Central European Summer Time, “**CEST**”) with the agenda as set out below

and an

### **EXTRAORDINARY GENERAL MEETING OF THE COMPANY**

(the “**EGM**” or the “**Extraordinary General Meeting**”)

will be held on 29 June 2022, at 3:15 p.m. CEST with the agenda as set out below.

#### **Important information:**

In accordance with article 1 (1) of the Luxembourg law of 23 September 2020 on measures concerning the holding of meetings in companies and other legal entities, as amended, the Company will not hold a physical meeting. Shareholders have the opportunity to follow the AGM and the EGM live via an audio webcast which will be available on 29 June 2022 at <https://www.webcast-egs.com/aroundtown20220629> starting at 2.30 p.m. CEST. Shareholders may refer to the section “*Attendance and Registration Procedures*” in this convening notice for further information.

## **AGENDA AND PROPOSED RESOLUTIONS FOR THE AGM**

1. Presentation of the management report of the Board of Directors in respect of the statutory financial statements of the Company and the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021.

*No resolutions required.*

2. Presentation of the reports of the independent auditor of the Company in respect of the statutory financial statements of the Company and the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021.

*No resolutions required.*

3. Presentation and approval of the statutory financial statements of the Company for the financial year ended on 31 December 2021.

*Resolution proposed by the Board of Directors:*

*“The General Meeting, after having reviewed the management report of the Board of Directors and the report of the independent auditor of the Company, approves the statutory financial statements of the Company for the financial year ended on 31 December 2021 in their entirety.”*

4. Presentation and approval of the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021.

*Resolution proposed by the Board of Directors:*

*“The General Meeting, after having reviewed the management report of the Board of Directors and the report of the independent auditor of the Company, approves the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021 in their entirety.”*

5. Allocation of the statutory financial results for the financial year ended on 31 December 2021.

*Resolution proposed by the Board of Directors:*

*“The General Meeting notes and acknowledges the statutory net profit of the Company in the amount of EUR 35,714,050 for the financial year ended on 31 December 2021 and resolves to carry it forward to the next financial year.”*

6. Discharge to be granted to each of the members of the Board of Directors in respect of the performance of their duties during the financial year ended on 31 December 2021.

*Resolution proposed by the Board of Directors:*

*“The General Meeting resolves to grant discharge to each of the members of the Board of Directors in respect of the performance of their duties during the financial year ended on 31 December 2021.”*

7. Renewal of the mandate of Mr Ran Laufer as non-executive member of the Board of Directors of the Company whose mandate will expire on the date of the annual general meeting of shareholders to be held in 2025.

*Resolution proposed by the Board of Directors:*

*“The General Meeting approves the renewal of the mandate of Mr Ran Laufer as non-executive member of the Board of Directors of the Company which will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2025.”*

8. Renewal of the mandate of Mrs Simone Runge-Brandner as independent member of the Board of Directors of the Company whose mandate will expire on the date of the annual general meeting of shareholders to be held in 2025.

*Resolution proposed by the Board of Directors:*

*“The General Meeting approves the renewal of the mandate of Mrs Simone Runge-Brandner as independent member of the Board of Directors of the Company which will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2025.”*

9. Renewal of the mandate of Ms Jelena Afxentiou as executive member of the Board of Directors whose mandate will expire on the date of the annual general meeting of shareholders to be held in 2025.

*Resolution proposed by the Board of Directors:*

*“The General Meeting approves the renewal of the mandate of Ms Jelena Afxentiou as executive member of the Board of Directors of the Company which will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2025.”*

10. Renewal of the mandate of Mr Frank Roseen as executive member of the Board of Directors whose mandate will expire on the date of the annual general meeting of shareholders to be held in 2025.

*Resolution proposed by the Board of Directors:*

*“The General Meeting approves the renewal of the mandate of Mr Frank Roseen as executive member of the Board of Directors of the Company which will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2025.”*

11. Renewal of the mandate of Mr Markus Leininger as independent member of the Board of Directors whose mandate will expire on the date of the annual general meeting of shareholders to be held in 2025.

*Resolution proposed by the Board of Directors:*

*“The General Meeting approves the renewal of the mandate of Mr Markus Leininger as independent member of the Board of Directors of the Company which will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2025.”*

12. Renewal of the mandate of Mr Markus Kreuter as independent member of the Board of Directors whose mandate will expire on the date of the annual general meeting of shareholders to be held in 2025.

Resolution proposed by the Board of Directors:

*“The General Meeting approves the renewal of the mandate of Mr Markus Kreuter as independent member of the Board of Directors of the Company which will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2025.”*

13. Renewal of the mandate of KPMG Luxembourg SA, *société anonyme*, as independent auditor of the Company whose mandate will automatically expire on the date of the annual general meeting of the shareholders of the Company to be held in 2023.

Resolution proposed by the Board of Directors:

*“The General Meeting resolves to renew the mandate of KPMG Luxembourg SA, société anonyme, having its registered office at 39, avenue John F. Kennedy, L-1855 Luxembourg, Grand Duchy of Luxembourg, registered with the RCSL under number B149133, as independent auditor of the Company in relation to the statutory financial statements of the Company and the consolidated financial statements of the Company and its group for a term which will expire at the end of the annual general meeting of the shareholders of the Company called to approve the statutory financial statements of the Company and the consolidated financial statements of the Company and its group for the financial year ending on 31 December 2022.”*

14. Distribution of a dividend in the amount of EUR 0.23 (gross) per share.

Resolution proposed by the Board of Directors:

*“The General Meeting, upon the proposal of the Board of Directors, resolves to approve the distribution of a dividend from the share premium account of the Company relating to the financial year ended on 31 December 2021 in the amount of EUR 0.23 (gross) per share for the holders of record in the security settlement systems on 1 July 2022.”*

Assuming that the shareholders adopt this resolution, the Board of Directors hereby offers to shareholders the choice of receiving the dividend either in cash or in the form of shares in the Company. The cash dividend is expected to be paid on 19 July 2022 and the shares to be delivered on 25 July 2022. For further information in relation to the dividend payment, please refer to the prospectus exemption document and to the document “*Information on the Scrip Dividend*”, both will be published on the Company’s website at <https://www.aroundtown.de/investor-relations/general-meeting/agm-egm-2022/>.

15. Presentation and approval on an advisory non-binding basis (advisory vote) of the remuneration report for the financial year ended on 31 December 2021.

Resolution proposed by the Board of Directors:

*“The General Meeting approves on an advisory non-binding basis the remuneration report of the Company for the financial year ended on 31 December 2021 in its entirety.”*

16. Presentation and approval on an advisory non-binding basis (advisory vote) of the remuneration policy established by the Board of Directors of the Company.

Resolution proposed by the Board of Directors:

*“The General Meeting approves on an advisory non-binding basis the remuneration policy established by the Board of Directors of the Company in its entirety.”*

## **QUORUM AND MAJORITY REQUIREMENTS FOR THE AGM**

There is no quorum of presence requirement for the AGM. The agenda items are adopted by a simple majority of the votes validly cast by shareholders duly present or represented. Each share is entitled to one vote.

## **AGENDA AND PROPOSED SOLE RESOLUTION FOR THE EGM**

Approval of the amendment to article 9.2 of the articles of association of the Company (the “**Articles**”).

Resolution proposed by the Board of Directors:

*“The Extraordinary General Meeting resolves to amend article 9.2 of the Articles to read as follows:*

*“**Art. 9.2.** The annual general meeting of shareholders shall be held within six (6) months after the end of the financial year of the Company at a time set by the Board of Directors in the convening notice at the registered office of the Company or at such other place in the municipality of the registered office as specified in the convening notice. If such day is not a business day, the annual general meeting of shareholders will be held on the next following business day.”*

## **QUORUM AND MAJORITY REQUIREMENTS FOR THE EGM**

The EGM shall not validly deliberate unless more than one half of the Company’s share capital is represented. If this condition is not satisfied, a second meeting may be convened, in the manner prescribed by the Articles and the law of 10 August 1915 on commercial companies, as amended from time to time, by means of notices filed with the Luxembourg Trade and Companies Register (*Registre de Commerce et des Sociétés*) and published on the *Recueil Electronique des Sociétés et Associations* and in a Luxembourg newspaper at least seventeen (17) days before the meeting. The second meeting shall validly deliberate regardless of the proportion of the capital

represented. At both meetings, the resolutions, in order to be adopted, must be carried by at least two thirds of the votes cast.

## **IMPORTANT INFORMATION FOR BOTH AGM AND EGM**

### **SHARE CAPITAL AND VOTING RIGHTS**

At the date of convening of the AGM and EGM, the Company's subscribed share capital equals EUR 15,370,256.09 and it is divided into 1,537,025,609 shares having a nominal value of EUR 0.01 each, all of which are fully paid up. At the date of convening of the AGM and the EGM, the voting rights attached to a total number of 459,128,770 shares of the Company are suspended according to Luxembourg law. The Company's subscribed share capital and number of voting rights suspended may vary at the date of the AGM and the EGM due to capital increase(s) and share buy-back(s).

### **AVAILABLE INFORMATION AND DOCUMENTATION**

The following documents will be available for inspection by the shareholders at the registered office of the Company at 40, Rue du Curé, L-1368 Luxembourg, Grand Duchy of Luxembourg, starting on the day of publication of this convening notice in the Luxembourg electronic gazette (*Recueil Electronique des Sociétés et Associations – RESA*) and on the Company's website at <https://www.aroundtown.de/investor-relations/general-meeting/agm-egm-2022/>:

- (a) the full text of any document to be made available by the Company at the AGM and EGM including the draft resolutions in relation to above agenda points proposed to be adopted at the AGM and EGM;
- (b) this convening notice;
- (c) the total number of shares and attached voting rights issued by the Company as of the date of publication of this convening notice;
- (d) the Voting and Proxy Form (as further mentioned below);
- (e) the management report of the Board of Directors in respect of the statutory financial statements and the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021;
- (f) the report of the independent auditor of the Company in respect of and contained in the statutory financial statements of the Company and the report of the independent auditor of the Company in respect of and contained in the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021;

- (g) the statutory financial statements of the Company for the financial year ended on 31 December 2021 and the consolidated financial statements of the Company and its group for the financial year ended on 31 December 2021;
- (h) the remuneration report for the financial year ended on 31 December 2021; and
- (i) the remuneration policy established by the Board of Directors.

## **ATTENDANCE AND REGISTRATION PROCEDURES**

### **a) Attendance**

In accordance with article 1 (1) of the Luxembourg law of 23 September 2020 on measures concerning the holding of meetings in companies and other legal entities, as amended, **the Company will not hold physical general meetings. Shareholders or their proxies will not be able to attend the AGM nor the EGM in person.**

### **b) Webcast**

Shareholders may follow the AGM and/ or the EGM remotely via the live audio-webcast of the AGM and/ or the EGM, which will be available on 29 June 2022 at <https://www.webcast-egs.com/aroundtown20220629> starting at 2.30 p.m. CEST.

### **c) Voting**

Shareholders can exercise their voting rights only by (i) voting remotely in writing or (ii) authorising the secretary of the AGM and/ or the EGM or a proxyholder to cast votes on their behalf in the secretary's or such proxyholder's discretion using the voting and proxy form (the "**Voting and Proxy Form**"). In order to exercise voting rights in the AGM and/ or in the EGM, shareholders must provide the Company with (i) the Record Date Confirmation, as indicated below, and (ii) the duly completed, dated and signed Voting and Proxy Form, as indicated below, at the latest until 23 June 2022 at midnight (24:00) (CEST).

**Record Date Confirmation:** Only shareholders who were holders of record of shares on the fourteenth (14<sup>th</sup>) day prior to the AGM and/ or the EGM at midnight, *i.e.* on 15 June 2022 at midnight (24:00) (CEST) (the "**Record Date**"), can participate in and vote at the AGM and/ or the EGM. Shareholders are obliged to obtain a confirmation letter (the "**Record Date Confirmation**") issued by the depository bank that is safe-keeping their shares in the Company stating the number of shares held by the shareholder on the Record Date. The Record Date Confirmation must be made in writing and sent by e-mail to [generalmeeting@aroundtown.de](mailto:generalmeeting@aroundtown.de) or by postal services to Aroundtown SA, Attn. AGM and EGM 2022/Jelena Afxentiou, 40, Rue du Curé, L-1368 Luxembourg, Grand Duchy of Luxembourg.

**Proxy Form:** All shareholders who plan to participate in the AGM and/ or the EGM and either (i) vote remotely in writing or (ii) authorise the secretary of the AGM and/ or the EGM or a proxyholder to cast votes on their behalf in the secretary's or such proxyholder's discretion shall duly complete and sign the Voting and Proxy Form, which

can be retrieved from the Company's website at <https://www.aroundtown.de/investor-relations/general-meeting/agm-egm-2022/> specifying the number of shares held by the represented shareholder on the Record Date. The dated and signed Voting and Proxy Form shall be sent by e-mail to [generalmeeting@aroundtown.de](mailto:generalmeeting@aroundtown.de) or by postal services to Aroundtown SA, Attn. AGM and/ or the EGM 2022/Jelena Afxentiou, 40, Rue du Curé, L-1368 Luxembourg, Grand Duchy of Luxembourg.

Please note that only persons who are shareholders of the Company at the Record Date and who have timely submitted the Record Date Confirmation and the Voting and Proxy Form shall have the right to participate in and vote at the AGM and/ or the EGM.

## **ADDITIONAL IMPORTANT INFORMATION FOR SHAREHOLDERS**

### **Transfer of shares after the Record Date**

Shareholders are hereby informed that exercise of voting rights is exclusively reserved to such persons that were shareholders on the Record Date (or their duly appointed proxyholders). Transfer of shares after the Record Date is possible subject to usual transfer limitations, as applicable. However, any transferee having become owner of the shares after the Record Date has no right to vote at the AGM and/ or the EGM.

### **Ability to add agenda items or table alternative resolutions**

One or more shareholders holding together at least 5% of the issued share capital of the Company have the right to add items to the agenda of the AGM and/or the EGM and/or to table draft resolutions for items included or to be included on the agenda of the AGM and/or the EGM. Any such request must:

- be received by the Company before 7 June 2022 at midnight (24:00) (CEST);
- be made in writing and sent by e-mail to [generalmeeting@aroundtown.de](mailto:generalmeeting@aroundtown.de) or by postal services to Aroundtown SA, Attn. AGM and/ or EGM 2022/Jelena Afxentiou, 40, Rue du Curé, L-1368 Luxembourg, Grand Duchy of Luxembourg;
- be accompanied by either (a) the text of the new agenda item and/or draft resolution and a background explanation or (b) an alternative resolution for an existing agenda item, with a clear identification of the agenda item concerned, the text of the proposed alternative resolution and a background explanation;
- include the name of a contact person and a postal address or e-mail address at which the Company can confirm receipt within forty-eight (48) hours; and
- be followed by a Record Date Confirmation (as defined above under Attendance and Registration Procedures), proving that the requesting shareholder is a shareholder of the Company on the Record Date (as defined above under Attendance and Registration Procedures) holding alone or together with other requesting shareholders at least 5% of the issued share capital of the Company.

The Company will publish a revised agenda for the AGM and/ or the EGM at the latest on 14 June 2022.

### Right to ask questions

Shareholders have the right to ask questions about items on the agenda of the AGM and/ or the EGM before the respective meeting. In accordance with the Luxembourg law of 23 September 2020 on measures concerning the holding of meetings in companies and other legal entities, as amended, shareholders may submit their questions electronically. The Company asks shareholders wishing to exercise this right to send their questions by e-mail to [generalmeeting@aroundtown.de](mailto:generalmeeting@aroundtown.de) at least ten (10) business days prior to the AGM and/ or the EGM together with evidence establishing the holding of shares on the Record Date. The submitted questions will be answered at the reasonable discretion of the Company and the Company is not required to answer all questions. In particular, questions may be summarized, reasonable questions may be selected in the interest of the other shareholders, and questions from shareholders' associations and institutional investors with significant voting interests may be given preference.

### Publication of voting results

The results of the vote for each meeting will be published on the Company's website within fifteen (15) days following the AGM and the EGM. After the AGM and the EGM, a shareholder can obtain upon request and within a period not exceeding two (2) months from the date of the vote, confirmation that his/her vote has been registered and counted by the Company.

### Disclosures pursuant to the Commission Implementing Regulation (EU) 2018/1212 of 3 September 2018

A1	Unique identifier of the event	ATAGMEGM20220629
A2	Type of message	Convening Notice of the Annual General Meeting and Extraordinary General Meeting
B1	ISIN	LU1673108939
B2	Name of issuer	Aroundtown SA
C1	Date of the General Meeting	29 June 2022
C2	Time of the General Meeting	2:30 p.m. CEST for the Annual General Meeting and at 3:15 p.m. CEST for the Extraordinary General Meeting
C3	Type of the General Meeting	Annual General Meeting and Extraordinary General Meeting
C4	Location of the General Meeting	Aroundtown SA will not hold a physical meeting. Shareholders have

		the opportunity to follow the annual general meeting and the extraordinary general meeting live via an audio webcast which will be available on 29 June 2022 at <a href="https://www.webcast-egs.com/aroundtown20220629">https://www.webcast-egs.com/aroundtown20220629</a>
C5	Record Date	15 June 2022
C6	Uniform Resource Locator (URL)	<a href="https://www.aroundtown.de/investor-relations/general-meeting/agm-egm-2022/">https://www.aroundtown.de/investor-relations/general-meeting/agm-egm-2022/</a>

For further information you may contact Jelena Afxentiou, telephone: +352 288 313, e-mail: [generalmeeting@aroundtown.de](mailto:generalmeeting@aroundtown.de).

*Further information about the processing of data in connection with the AGM and the EGM is available on the Company's website at <https://www.aroundtown.de/investor-relations/general-meeting/agm-egm-2022/>.*

Luxembourg, 30 May 2022

**Aroundtown SA**

The Board of Directors