



Francotyp-Postalia Holding AG
Berlin

ISIN DE000FPH9000

**Notice of the invitation to the ordinary Annual General Meeting
in accordance with § 125 AktG**

The Board of Management of Francotyp-Postalia Holding AG has issued an invitation to the Annual General Meeting of Francotyp-Postalia Holding AG on Tuesday, November 10, 2020, at 12:00 noon CET (= 11:00 UTC (coordinated world time)). The meeting will take place as a virtual General Meeting without the physical presence of shareholders or their proxies (with their physical core at palisa.de, Palisadenstraße 48, 10243 Berlin).

The entire meeting is convened in accordance with Art. 2 § 1 (2) sentence 1 no. 1 of the German Act on the Mitigation of the Consequences of the COVID 19 Pandemic in Civil, Insolvency and Criminal Proceedings as of March 27, 2020 (COVID-19 Act). It will be transmitted in sound and vision via the password-protected AGM portal, which will be accessible from Wednesday, October 29, 2020 via the Company's website at https://www.fp-francotyp.com/hv2020_eng for shareholders who have registered in good time before the AGM and have provided evidence of their entitlement to attend the AGM and exercise their voting rights.

Voting rights may only be exercised by means of electronic absentee voting or by granting power of attorney to the proxies appointed by the company (no electronic participation). Shareholders who do not wish to follow the annual shareholders' meeting in person and/or do not wish to exercise their voting rights and other exercisable shareholder rights in person may also appoint a proxy, e.g. an intermediary, a shareholders' association, a voting rights advisor or any other person, to exercise their rights. Proxies cannot physically participate in the virtual shareholders' meeting either. In particular, they may only exercise the voting rights arising from the shares they represent by postal vote via electronic communication or by issuing (sub-)authorisations and instructions to the proxies appointed by the company.

Please note the record date 29 October 2020, 00:00 hours (CET) in respect to the appropriate proof of entitlement to attend the annual shareholders' meeting and to exercise voting rights.

All information that must be provided to shareholders prior to the annual shareholders' meeting is made available to shareholders by the company at https://www.fp-francotyp.com/hv2020_eng.

In particular, the full text of the invitation, the agenda, information on each item on the agenda, further information on participation in the general meeting and on the deadlines for exercising other shareholder rights are available to shareholders there. Under item 5 of the agenda, the subsequent election to the Supervisory Board is to be voted on. The supervisory board submits a proposal for the election. The details of the proposed person's memberships in other statutory

supervisory boards and in comparable domestic and foreign supervisory bodies of commercial enterprises can also be viewed in the convening notice (available at: https://www.fp-francotyp.com/hv2020_eng).

Insofar as times are given in Central European Time (CET), which is relevant for Germany, this corresponds to the ratio UTC = CET minus one hour with regard to coordinated world time (UTC).

Berlin, October 2020

Francotyp-Postalia Holding AG

The Board of Management