

If you use a computer to stream the virtual Annual General Meeting, you will require an internet browser and speakers or headphones.

Accessing the company's AGM portal requires you to have your voting rights card that you were automatically sent after registration. This voting rights card contains your personal login data that you can use to log on to the AGM portal on the login screen.

To avoid the risk of technical issues during the virtual Annual General Meeting creating problems when exercising shareholder rights, we recommend – where possible – exercising shareholder rights (especially voting rights) **before the Annual General Meeting** starts. The AGM portal is open for voting from 29 October 2020 onwards.

Shareholders can find further details on the AGM portal and the terms and conditions of registration and use together with their voting rights card and online at https://www.fp-francotyp.com/hv2020_eng.

11. Note on availability of audio and video stream

Duly registered shareholders can watch an audio and video stream of the entire Annual General Meeting on the access-restricted AGM portal online. By current technological standards, limitations in the availability of the telecommunications network and limitations regarding internet services by third-party providers mean that the audio and video stream of the virtual Annual General Meeting and the availability of the AGM portal may vary. The company has no influence on this. The company thus assumes no guarantee or liability for the functioning or permanent availability of the internet services or third-party network elements used, the audio and video stream or access to the AGM portal and its general availability. Furthermore, the company is not responsible for faults or defects in the hardware or software used for the online service, including those from the service companies used, except in the case of intentional wrongdoing. For this reason, the company recommends exercising rights, in particular voting rights, as described above in good time. If absolutely necessary on account of data protection or security issues, the Chair of the Annual General Meeting must reserve the right to temporarily or permanently stop the stream of the virtual Annual General Meeting.

12. Further information on shareholder rights

Further information on shareholder rights pursuant to sections 122 paragraph 2, 126 paragraph 1, 127 and 131 AktG, partially in connection with the COVID-19 Act, can be found on the company's website at https://www.fp-francotyp.com/hv2020_eng from the time at which the Annual General Meeting is convened.

13. Total number of shares and voting rights at the time the Annual General Meeting is convened

The Company's share capital at the time the Annual General Meeting is convened amounts to EUR 16,301,456 and is divided into 16,301,456 no-par value bearer shares. Every share has one vote. The total number of voting rights is thus 16,301,456. This total includes 257,393 in treasury stock held by the company at the time of convening, based upon which the company is not entitled to any rights pursuant to section 71b German Stock Corporation Act.

14. Annual General Meeting documentation and further information

This invitation to the Annual General Meeting, the documents to be made available to the Annual General Meeting and further information in connection with the Annual General Meeting, in particular in accordance with section 124a AktG, will be accessible on the company's website at https://www.fp-francotyp.com/hv2020_eng from the time at which the Annual General Meeting is convened.