

Izmir Trade Registry Office
Trade Registry Number: Merkez-90072

**INFORMATION DOCUMENT FOR THE ORDINARY GENERAL ASSEMBLY MEETING
REGARDING THE 2024 ACTIVITIES TO BE HELD ON APRIL 8, 2025**

Based on the decision taken by the Board of Directors of Alkim Kağıt Sanayi ve Ticaret Anonim Şirketi on March 07, 2025, registered with the İzmir Trade Registry Office under registration number Merkez-90072, the Ordinary General Assembly Meeting, where the activities of the year 2024 will be discussed and evaluated, will be held on Tuesday, April 8, 2025, at 14:00 at the Company's headquarters located at Kemalpaşa Organized Industrial Zone, Kirovası Mevkii, Kemalpaşa – İzmir, to discuss and resolve the agenda items listed below.

In accordance with the provisions of the Turkish Commercial Code No. 6102 and the Capital Markets Law, our shareholders have the option to participate in general assemblies electronically and cast their votes. The Electronic General Assembly System allows shareholders to conduct transactions electronically without blocking their shares, appoint representatives and provide voting instructions, follow the meeting held in physical form in real-time, view and listen to the meeting live from any location with internet access without physically attending, send their views and suggestions on the discussed agenda in real-time, cast their votes simultaneously with those physically present at the meeting once the voting on the relevant agenda begins, and receive instant information and notifications about all processes.

Shareholders who wish to attend the General Assembly Meeting must fulfill the procedures announced by the Central Registry Agency. To attend the General Assembly, shareholders must be listed in the 'Shareholders List' prepared by the Central Registry Agency. However, investors who do not wish to disclose their share information to the Company will not have their shares listed. The presence of individuals in the physical meeting room will be checked against the shareholders' list to confirm whether they are shareholders or representatives. Shareholders wishing to attend the Ordinary General Assembly Meeting electronically must possess an electronic signature. They can obtain the necessary information regarding electronic attendance from the Central Registry Agency or from the website <http://www.mkk.com.tr>. Shareholders who cannot personally attend the meeting should arrange their proxies in accordance with the example below and submit their notarized proxies to our Company headquarters, fulfilling the requirements set forth by the Capital Markets Board. The name of the proxy appointed electronically must be included in the list obtained from the Central Registry Agency. A sample proxy form can be obtained from our Company headquarters or from the corporate website at <http://www.alkimkagit.com.tr>. During the voting on agenda items at the General Assembly Meeting, the open voting method by raising hands will be used, with electronic voting provisions reserved.

Announced to the shareholders.

Best regards,

ALKİM KAĞIT SANAYİ VE TİCARET A.Ş.

Ferit Kora

Chairman of the Board

ALKİM KAĞIT SANAYİ VE TİCARET A.Ş.
AGENDA OF THE ORDINARY GENERAL ASSEMBLY MEETING TO BE HELD ON
08.04.2025

- 1- Opening and Election of the Meeting Chairmanship.
- 2- Reading and Discussion of the Board of Directors' Annual Report for 2024.
- 3- Reading of the Independent Audit Report for the Fiscal Year 2024.
- 4- Reading, Discussion, and Approval of the Financial Statements for the Fiscal Year 2024.
- 5- Release of the Board of Directors for Activities Conducted in the Fiscal Year 2024.
- 6- Informing the General Assembly About and Approval of the Company's Dividend Distribution Policy.
- 7- Discussion and Resolution on the Proposal of the Board of Directors Regarding the Distribution of Profits for the Fiscal Year 2024.
- 8- Informing the General Assembly About and Approval of the "Remuneration Policy" for Board Members and Executives with Administrative Responsibilities.
- 9- Determination of the Remuneration of the Board Members.
- 10- Approval of the Selection of the Independent Audit Firm.
- 11- Approval of the Policy on Donations and Aid, Informing the General Assembly About Donations and Aid in 2024, and Determining the Upper Limit for Donations and Aid in 2025.
- 12- Informing the General Assembly About Collaterals, Pledges, Mortgages, and Guarantees Provided in Favor of Third Parties in 2024 Pursuant to Article 12(4) of the CMB Corporate Governance Communiqué (II-17.1).
- 13- Granting Permission to Shareholders Holding Management Control, Board Members, Executives with Administrative Responsibilities, and Their Relatives Within the Scope of Articles 395 and 396 of the Turkish Commercial Code and CMB Regulations, and Informing Shareholders About Transactions Conducted in 2024 Under This Scope.
- 14- Wishes and Closing Remarks.

ATTORNEY

ALKİM KAĞIT SANAYİ VE TİCARET A.Ş.

I hereby appoint as my proxy, authorized to represent me, vote on my behalf, make proposals, and sign the necessary documents, at the Ordinary General Assembly Meeting of ALKİM KAĞIT SANAYİ VE TİCARET A.Ş., which will be held on Tuesday, April 8, 2025, at 14:00 at Kemalpaşa Organize Sanayi Bölgesi Kirovası Mevkii, Kemalpaşa / İZMİR, in accordance with the views specified below.

Proxy's (*);

Name - Surname / Trade Name:

Turkish ID Number/Tax Number, Trade Registry Number and MERSIS Number:

(*) For foreign nationals, equivalent information must be provided if available.

A) Scope of Authorization for Representation:

Regarding the provided items numbered 1 and 2, the scope of representation shall be determined by selecting one of the options (a), (b), or (c):

1. Regarding the matters included in the agenda of the General Assembly;

- a) The proxy is authorized to vote according to their own opinion. ☐
- b) The proxy is authorized to vote according to the proposals of the partnership management. ☐
- c) The proxy is authorized to vote according to the instructions specified in the table below. ☐

Instructions:

If option (c) is chosen by the shareholder, instructions specific to the agenda item shall be provided by marking one of the options (approval or rejection) offered next to the respective agenda item of the Ordinary general assembly. If the rejection option is selected, any dissenting opinion requested to be recorded in the general assembly minutes shall be specified.

Agenda Items (*)	Approval	Rejection	Dissenting Opinion
1- Opening and Election of the Meeting Chairmanship.			
2- Reading and Discussion of the Board of Directors' Annual Report for 2024.			
3- Reading of the Independent Audit Report for the Fiscal Year 2024.			
4- Reading, Discussion, and Approval of the Financial Statements for the Fiscal Year 2024.			
5- Release of the Board of Directors for Activities Conducted in the Fiscal Year 2024			
6- Informing the General Assembly About and Approval of the Company's Dividend Distribution Policy.			
7- Discussion and Resolution on the Proposal of the Board of Directors Regarding the Distribution of Profits for the Fiscal Year 2024.			
8- Informing the General Assembly About and Approval of the "Remuneration Policy" for Board Members and Executives with Administrative Responsibilities.			
9- Determination of the Remuneration of the Board Members.			
10- Approval of the Selection of the Independent Audit Firm.			

11- Approval of the Policy on Donations and Aid, Informing the General Assembly About Donations and Aid in 2024, and Determining the Upper Limit for Donations and Aid in 2025.			
12- Informing the General Assembly About Collaterals, Pledges, Mortgages, and Guarantees Provided in Favor of Third Parties in 2024 Pursuant to Article 12(4) of the CMB Corporate Governance Communiqué (II-17.1).			
13- Granting Permission to Shareholders Holding Management Control, Board Members, Executives with Administrative Responsibilities, and Their Relatives Within the Scope of Articles 395 and 396 of the Turkish Commercial Code and CMB Regulations, and Informing Shareholders About Transactions Conducted in 2024 Under This Scope.			
14- Wishes and Closing Remarks.			

(*) All the items on the agenda of the General Meeting are individually listed. In case there is separate resolution draft of the minority, then this will be separately indicated to allow for voting by proxy.

2. Special instructions regarding other matters that may arise at the General Assembly meeting, especially concerning the exercise of minority rights:

- a) The proxy is authorized to vote according to their own opinion.
- b) The proxy is not authorized to represent on these matters.
- c) The proxy is authorized to vote according to the special instructions below.

SPECIAL INSTRUCTIONS: Any special instructions to be given by the shareholder to the proxy are stated here.

B) The shareholder specifies the shares they want the proxy to represent by selecting one of the following options.

1. I approve the proxy to represent my shares according to the details provided below. ☐

- a) Series and Class: *
 - b) Number/Group: **
 - c) Quantity-Nominal Value:
 - ç) Whether it has voting privileges:
 - d) Whether it is registered to bearer or named: *
 - e) Proportion to total shares/voting rights owned by the shareholder:
- * For registered shares, this information is not required.

** For registered shares, information about the group, if available, will be provided instead of the number.

2. I authorize the proxy to represent all of my shares listed in the list prepared by the Central Securities Depository Inc. one day before the General Assembly meeting, which lists shareholders eligible to attend the General Assembly. ☐

SHAREHOLDER's NAME or TITLE (*):

TC ID Number / Tax ID Number, Trade Registry Number and Number, MERSIS Number: Address:

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(*) For foreign shareholders, equivalent information must be provided if available.

Signature: