

# **Symtek Automation Asia Co., Ltd.**

## **Notice of 2024 Annual Meeting of Shareholders**

1. The 2024 Annual Shareholders' Meeting (the "Meeting") of Symtek Automation Asia Co., Ltd. (the "Company") will be convened at Time: 9:00 a.m. on Thursday, May 30, 2024 at the 2nd Floor, No. 396, Rongmin Road, Zhongli District, Taoyuan City (Zhongshanli Assembly Hall, Zhongli District).
2. The Agenda for the Meeting is as follows:
  - I. Management Presentation
    - (1) Business Report of 2023
    - (2) Audit Committee's Review Report.
    - (3) 2023 Compensation to Employees and Directors.
    - (4) Distribution of 2023 Profits.
    - (5) Report on 2023 Compensation Adjustment of Directors.
    - (6) Report on the Company's Second Issuance of Convertible Corporate Bonds
  - II. Proposals
    - (1) Adoption of the 2023 Business Report and Financial Statements.
    - (2) Adoption of the Proposal for Distribution of 2023 Profits.
  - III. Questions and Motions
3. According to the provisions of the company's articles of association, the board of directors is authorized to make a resolution to distribute cash dividends to shareholders every half fiscal year. The cash dividend distribution content for 2023 years is : NT\$ per share in the first half of the year. NT\$2.84657628, and the dividend payment date is January 2, 2023; the second half of the year, NT\$2.5 per share will be distributed, pending for the chairman of the board to set a base date for dividend distribution.
4. Except those specified under the Article 172 of the Company Law and those listed on this Notice, please go online MOPS website and click on related Actions Bar for more details.
5. In accordance with the Article 165 of the Company Law, transfer of shares of the Company shall be suspended from April 1, 2024 to May 30, 2024. Please contact the Stock Services Department of Taishin Securities Co., Ltd for matters.

6. The Company will provide and post a summary of information on calls for proxies by April 29, 2024 as required by shareholders, on the Securities & Futures Institute website (<http://free.sfib.org.tw>). Investors may conduct search for the information by logging on the website above. The Stock Services Department of Taishin Securities Co., Ltd. will certify the tally of proxies.
7. Please collect the Letter of Attendance and Proxy Form attached to this Notice. If you plan to attend the Meeting in person, please affix your signature or chop on the Sign-in Card and submit it on the Meeting date. If you appoint a proxy to attend the Meeting, please fill in the name and relevant information of the proxy, affix your signature or chop on the Proxy Form. The Proxy Form shall be delivered at least five (5) days before the Meeting date to the Stock Services Department of Taishin Securities Co., Ltd.
8. Shareholders may exercise his/her voting rights through electronic votes at the STOCKVOTE platform of Taiwan Depository & Clearing Corporation (<https://stockservices.tdcc.com.tw>) during the period from April 30, 2024 to May 27, 2024.
9. Shareholders are required to prove their identity with valid ID documents.
10. Please kindly check and handle it.

Sincerely,

Board of Directors  
Symtek Automation Asia Co., Ltd.

This content is for reference only and is qualified in its entity by the Chinese version of meeting notice of Annual Shareholders' Meeting. In the event of any discrepancy between the Chinese version and this content, the Chinese version shall prevail.