

# TAKKT AG

## Annual Shareholders' Meeting

May 17, 2024

Information according to Section 125 of the German Stock Corporation Act (“AktG”) in conjunction with Article 4, Table 3 of the Annex of the Commission Implementing Regulation (EU) 2018/1212 (“EU-IR”)

<b>A. Specification of the message</b>		
1.	Unique identifier of the event:	Annual Shareholders' Meeting of TAKKT AG on May 17, 2024 <b>(formal specification according to EU-IR: TakktAGoHV24)</b>
2.	Type of message	Convening of the Annual Shareholders' Meeting. <b>(formal specification according to EU-IR: NEWM)</b>
<b>B. Specification of the issuer</b>		
1.	ISIN	DE 000 744 600 7
2.	Name of issuer	TAKKT AG
<b>C. Specification of the meeting</b>		
1.	Date of the Shareholders' Meeting	May 17, 2024 <b>(formal specification according to EU-IR: 20240517)</b>
2.	Time of the Shareholders' Meeting	11:00 a.m. CEST (09:00 a.m. UTC) <b>(formal specification according to EU-IR: 09:00 a.m. UTC)</b>
3.	Type of meeting	Annual Shareholders' Meeting as a virtual Annual Shareholders' Meeting without the physical presence of shareholders or their proxies (except for the proxies appointed by the company) <b>(formal specification according to EU-IR: GMET)</b>
4.	Location of the meeting	The venue for the Shareholders' Meeting within the meaning of the German Stock Corporation Act (AktG) is: TAKKT AG, Presselstr. 10, 70191 Stuttgart, Germany Physical attendance on site will not be possible.  URL to the company's InvestorPortal for following the Shareholders' Meeting by means of video and audio transmission and for exercising shareholders' rights: <b><a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a></b> <b>(formal specification according to EU-IR: <a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>)</b>
5.	(Technical) Record Date	April 25, 2024, 24:00 CEST (22:00 UTC)  Shareholders must provide evidence of their entitlement to attend the Shareholders' Meeting and to exercise their voting rights. For this purpose, special proof of share ownership issued in text form (Section 126b German Civil Code (BGB)) by the last intermediary in accordance with Section 67c (3) AktG is sufficient. The proof of share ownership must relate to the close of business of the 22nd day prior to the Shareholders' Meeting (record date).  <b>(formal specification according to EU-IR: 20240425)</b>
6.	Uniform Resource Locator (URL)	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
<b>D. Participation in the Shareholders' Meeting</b>		

1.	Method of participation by shareholder	<p>Following of the virtual Shareholders' Meeting by means of electronic video and audio transmission (also by proxy) via the InvestorPortal, which is accessible at <a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a></p> <p>Participation by means of electronic communication via the InvestorPortal (also by proxy)</p> <p>Exercise of voting rights by mail (including by means of electronic communication) (also by proxy)</p> <p>Exercise of voting rights by issuing proxy authorization and voting instructions to proxies appointed by the company via the InvestorPortal (also by proxy)</p> <p><b>(formal specification according to EU-IR: VI, EV, PX)</b></p>
2.	Issuer deadline for the notification of participation	<p>Issuer deadline for the notification of participation May 10, 2024 / 24:00 CEST (22:00 UTC) (time of receipt is decisive)</p> <p>The exercise of voting rights by mail electronically or the exercise of voting rights by issuing proxy authorization and voting instructions to proxies appointed by the company requires registration for the meeting on time. The relevant deadlines for exercising these rights are set out in D.3.</p> <p><b>(formal specification according to EU-IR: 20240510, 22:00 UTC)</b></p>
3.	Issuer deadline for voting	<p><u>Voting by mail (including by means of electronic communication)</u> <b>(formal specification according to EU-IR: EV)</b></p> <ul style="list-style-type: none"> <li>- Voting in text form by mail or e-mail, in particular with mail-in form after registration for the Shareholders' Meeting: May 16, 2024, 24:00 (CEST) (time of receipt is decisive) <b>(formal specification according to EU-IR: 20240516, 22:00 UTC)</b></li> <li>- Electronic voting at: <a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>: May 17, 2024, up to the time specified by the chair of the meeting during the voting process on the day of the Shareholders' Meeting <b>(formal specification according to EU-IR: 20240517)</b></li> </ul> <p><u>Exercise of voting rights by issuing proxy authorization and voting instructions to proxies appointed by the company</u> <b>(formal specification according to EU-IR: PX)</b></p> <ul style="list-style-type: none"> <li>- Authorization using proxy form (by mail or e-mail): May 16, 2024, 24:00 (CEST) (time of receipt is decisive) <b>(formal specification according to EU-IR: 20240516, 22:00 UTC)</b></li> <li>- Electronic authorization at: <a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>: May 17, 2024, up to the beginning of voting on the agenda items at the Shareholders' Meeting <b>(formal specification according to EU-IR: 20240517)</b></li> </ul> <p><u>Exercise of voting rights by authorized representatives</u> <b>(formal specification according to EU-IR: PX)</b></p> <ul style="list-style-type: none"> <li>- Voting rights may be exercised by authorized representatives by mail (including by means of electronic communication) or by issuing a proxy authorization and voting instructions to the proxies appointed by the company. The above-mentioned deadlines apply accordingly.</li> </ul>
<b>E. Agenda – Agenda Item 1</b>		

1.	Unique identifier of the agenda item	1
2.	Title of the agenda item	<b>Presentation of the approved annual financial statements, the approved consolidated financial statements, the combined management report for TAKKT AG and TAKKT Group with the explanatory report by the Management Board on disclosures pursuant to Sections 289a (1), 315a sentence 1 of the German Commercial Code (Handelsgesetzbuch - HGB), and the report of the Supervisory Board for the financial year 2023</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	n/a
5.	Alternative voting options	n/a
<b>E. Agenda – Agenda Item 2</b>		
1.	Unique identifier of the agenda item	2
2.	Title of the agenda item	<b>Resolution on the appropriation of net income for the fiscal year 2023</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 3</b>		
1.	Unique identifier of the agenda item	3
2.	Title of the agenda item	<b>Resolution on the formal approval of the actions of members of the Management Board for the fiscal year 2023</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 4</b>		
1.	Unique identifier of the agenda item	4
2.	Title of the agenda item	<b>Resolution on the formal approval of the actions of the members of the Supervisory Board for the fiscal year 2023</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 5</b>		
1.	Unique identifier of the agenda item	5

2.	Title of the agenda item	<b>Election of the auditor and the group auditor for the fiscal year 2024</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 6</b>		
1.	Unique identifier of the agenda item	6
2.	Title of the agenda item	<b>Resolution on the approval of the compensation report</b>
3.	Uniform Resource Locator (URL) der Unterlagen	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Advisory vote <b>(formal specification according to EU-IR: AV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 7</b>		
1.	Unique identifier of the agenda item	7
2.	Title of the agenda item	<b>Resolution on the approval of the compensation system for the members of the Management Board</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Advisory vote <b>(formal specification according to EU-IR: AV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 8.1</b>		
1.	Unique identifier of the agenda item	8.1
2.	Title of the agenda item	<b>Election of Supervisory Board members; here: Hubertus Mühlhäuser</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding nature  (formal indication according to EU-IR: BV)
5.	Alternative voting options	Vote in favor, Vote against, Abstention  (formal indication according to EU-IR: VF, VA, AB)
<b>E. Agenda – Agenda Item 8.2</b>		
1.	Unique identifier of the agenda item	8.2
2.	Title of the agenda item	<b>Election of Supervisory Board members; here: Stefan Räbsamen</b>

3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding nature (formal indication according to EU-IR: BV)
5.	Alternative voting options	Vote in favor, Vote against, Abstention (formal indication according to EU-IR: VF, VA, AB)
<b>E. Agenda – Agenda Item 9</b>		
1.	Unique identifier of the agenda item	9
2.	Title of the agenda item	<b>Resolution on amendment to the Articles of Association to enable virtual Shareholders' Meetings in the future</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote (formal specification according to EU-IR: BV)
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 10</b>		
1.	Unique identifier of the agenda item	10
2.	Title of the agenda item	<b>Resolution on amendment to the Articles of Association regarding conditions of participation and exercise of voting rights</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 11</b>		
1.	Unique identifier of the agenda item	11
2.	Title of the agenda item	<b>Resolution on the adjustment of Supervisory Board remuneration and amendment of the Articles of Association</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>
4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>E. Agenda – Agenda Item 12</b>		
1.	Unique identifier of the agenda item	12
2.	Title of the agenda item	<b>Resolution on a profit and loss transfer agreement with TAKKT CC GmbH</b>
3.	Uniform Resource Locator (URL) of the materials	<a href="https://www.takkt.de/investoren/hauptversammlung/">https://www.takkt.de/investoren/hauptversammlung/</a>

4.	Vote	Binding vote <b>(formal specification according to EU-IR: BV)</b>
5.	Alternative voting options	Vote in favor, Vote against, Abstention <b>(formal specification according to EU-IR: VF, VA, AB)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Additions to the agenda</b>		
1.	Object of deadline	Submission of the request for an addition to the agenda (Requests for additions to the agenda pursuant to Section 122 (2) AktG)
2.	Applicable issuer deadline	April 16, 2024 / 24:00 CEST (22:00 UTC) (time of receipt is decisive) <b>(formal specification according to EU-IR: 20240416, 22:00 UTC)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Election proposals</b>		
1.	Object of deadline	Submission of the proposal for election of Supervisory Board members or auditors
2.	Applicable issuer deadline	May 02, 2024 / 24:00 CEST (22:00 UTC) (time of receipt is decisive) <b>(formal specification according to EU-IR: 20240502, 22:00 UTC)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Counter motions</b>		
1.	Object of deadline	Submission of counter motions to the resolutions proposed on the agenda items
2.	Applicable issuer deadline	May 02, 2024 / 24:00 CEST (22:00 UTC) (time of receipt is decisive) <b>(formal specification according to EU-IR: 20240502, 22:00 UTC)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Statements</b>		
1.	Object of deadline	Submission of statements on agenda items by means of electronic communication prior to the Shareholders' Meeting
2.	Applicable issuer deadline	May 11, 2024 / 24:00 CEST (22:00 UTC) (time of receipt is decisive) <b>(formal specification according to EU-IR: 20240511, 22:00 UTC)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Right to speak</b>		
1.	Object of deadline	Right to speak at the Shareholders' Meeting by means of video communication
2.	Applicable issuer deadline	May 17, 2024 during the Shareholders' Meeting <b>(formal specification according to EU-IR: 20240517)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Right to obtain information</b>		
1.	Object of deadline	Right to obtain information at the Shareholders' Meeting by means of video communication
2.	Applicable issuer deadline	May 17, 2024 during the Shareholders' Meeting <b>(formal specification according to EU-IR: 20240517)</b>
<b>F. Specification of the deadlines regarding the exercise of other shareholder rights – Objections to resolutions</b>		
1.	Object of deadline	Submission of objections to resolutions of the Shareholders' Meeting by means of electronic communication
2.	Applicable issuer deadline	May 17, 2024 from the beginning of the Shareholders' Meeting until the closure of the Shareholders' Meeting by the chair of the meeting <b>(formal specification according to EU-IR: 20240517)</b>