TO[[1]](#footnote-1):

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_[[2]](#footnote-2),

I hereby inform you that, due to my capacity of \_\_\_\_\_\_\_\_\_\_[[3]](#footnote-3) of OKTA Crude oil refinery Shareholding company – Skopje, pursuant to article 392-a of the Law on trade companies, I am considered as a person with conflict of interest.

Therefore, in order to be authorized as a proxy to represent you (your company) on the **36th Annual Assembly of Shareholders** of OKTA, I am obligated to inform you of the existence of the conflict of interest and to request that you provide me with written instructions for voting for each proposal decision related to the items of the Agenda of the session of the above Assembly. Otherwise, the power of attorney given to me will be considered invalid.

(Full name and surname of the proxy-natural person or of the legal representative of a proxy-legal entity)

(Signature, and if applicable, company seal)

1. Full name and address of the shareholder-natural person or full company name and official seat of the shareholder-legal entity [↑](#footnote-ref-1)
2. Last name of the shareholder-natural person or of the legal representative of the shareholder-legal entity [↑](#footnote-ref-2)
3. a) member of the Board of Directors of OKTA or a close family member, b) member of a managing or supervisory body, employee or certified auditor of a related or dependent company or a close family member (unless they are the proxy for the related or dependent company, if that company is a shareholder in OKTA), c) legal representative or other authorized person of a company owned by OKTA or d) employee or certified auditor of OKTA. [↑](#footnote-ref-3)