

## **I. Agenda**

### **1. Presentation of the adopted annual financial statements, the approved consolidated financial statements and the combined Group management reports for Francotyp-Postalia Holding AG and the Group for fiscal year 2019 as well as the report of the Supervisory Board**

The Supervisory Board has approved the annual financial statements and the consolidated financial statements drawn up by the Management Board; the annual financial statements are therefore duly adopted. The Annual General Meeting therefore has no resolution to adopt on this item on the agenda, in accordance with legal provisions.

The documents of Francotyp-Postalia Holding AG specified in item 1 on the agenda also include the remuneration report and the explanatory report on the disclosures pursuant to sections 289a paragraph 1, 315a paragraph 1 of the German Commercial Code (*Handelsgesetzbuch*). The documents can be accessed on the company's website at [https://www.fp-francotyp.com/hv2020\\_eng](https://www.fp-francotyp.com/hv2020_eng) from the day on which the Annual General Meeting is convened. They will also be accessible on the company's website during the Annual General Meeting.

### **2. Resolution on the appropriation of Francotyp-Postalia Holding AG's net retained profits**

The Management Board and Supervisory Board propose that Francotyp-Postalia Holding AG's net retained profits of EUR 13,672,283.57 for the fiscal year 2019 are fully carried forward to new account.

### **3. Resolution on the official approval of members of the Management Board for fiscal year 2019**

The Management Board and Supervisory Board propose that the members of the Management Board in fiscal year 2019 be granted official approval of their actions during this period.

It is intended to have the Annual General Meeting vote on the official approval of members of the Management Board by individually approving each member.

### **4. Resolution on the official approval of members of the Supervisory Board for fiscal year 2019**

The Management Board and Supervisory Board propose that the members of the Supervisory Board in fiscal year 2019 be granted official approval of their actions during this period.

It is intended to have the Annual General Meeting vote on the official approval of members of the Supervisory Board by individually approving each member.

### **5. Re-election to the Supervisory Board**

Mr Robert Feldmeier, whose regular period in office would have ended at the 2021 Annual General Meeting, resigned from his post as a Supervisory Board member effective 20 September 2019. In a ruling delivered on 8 November 2019, the District Court of Charlottenburg appointed Dr Mathias Schindl as a member of the Supervisory Board with immediate effect for a limited period up to the end of the next Annual General Meeting. Mr Botho Oppermann, whose regular period in office would also have ended at the 2021 Annual General Meeting, likewise resigned from his post as a Supervisory Board member effective as of the end of the upcoming Annual General Meeting. For this reason, two new members of the Supervisory Board are to be elected. In accordance with section 10 paragraph 4 of the company's Articles of Association, these