# **HERMÈS**



# ATTEND THE GENERAL MEETING

# 1. PREREQUISITES

In accordance with the provisions of Article R. 22-10-28 of the French Commercial Code (Code de commerce), shareholders or proxies wishing to be represented or to vote by mail must first have proven their capacity by the registration of their shares in their names or that of the intermediary referred to in Article L.228-1 of the French Commercial Code (Code de commerce), by the second business day (= trading day) prior to the General Meeting **Wednesday 18 April 2023 at the latest, at 00:00 a.m.** (Paris time) [record date]:

- in the registered share accounts held for the Company by its agent Uptevia; or
- in the bearer share accounts held by the financial intermediary with which their securities are registered.

The registration or recording of securities in the bearer securities accounts held by the authorized bank or financial intermediary is certified by a certificate of participation issued by the latter, if necessary, by electronic means, under the conditions provided for in Article R. 22-10-28 of the French Commercial Code (Code de commerce). It is attached to the participation form or to the request for an admission card established in the name of the shareholder or on behalf of the shareholder represented by the registered intermediary.

# 2. ACCESS TO THE SALLE PLEYEL

# 252 rue du Faubourg Saint Honoré, 75008 Paris

### Metro

Line 2 - Ternes

Line 1, 6 and RER A - Charles de Gaulle Étoile

#### Bus

Lines 43 - Hoche Saint Honoré

Lines 30 and 31 - Place des Ternes

Vélib

# 3. CHOOSE THE E-CONVOCATION (REGISTERED SHAREHOLDERS)

With the e-convocation, you receive an email allowing you to vote online, when and where you want.

This will also allow you to:

- access to all documents relating to the Shareholders' Meeting,
- request your admission card to take part in the Shareholders' Meeting.
- appoint the Chairman or another individual to be your proxy or vote online.

To switch to e-convocation (for registered shareholders at Uptevia):

- 1. Go to your registered account on Planetshares: (https://planetshares.uptevia.pro.fr)
- 2. Click on your profile icon, then in the "My e-services" section.
- 3. Enter your email address and check the box "Invitation by email".
- 4. Click on « Validate ».

# 4. HOW TO ATTEND THE GENERAL MEETING

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Y 0 U W I S H	Attend the General Meeting in person	You are a registered shareholder  You are a bearer shareholder	You may either:  check in at the admission counter the day of the meeting with your personal ID  request an admission card:  by returning to Uptevia, the envelope appended to the meeting notice brochure and the participation form also appended, and:  check the box on the top left corner "A" "I WISH TO ATTEND THE SHAREHOLDERS' MEETING AND REQUEST AN ADMISSION CARD";  date and sign the box "DATE AND SIGNATURE" provided for this purpose;  do not fill any other box in the document.  on the online platform "VOTACESS" (https://planetshares.uptevia.pro.fr/). If you are a direct registered shareholder, please connect with your usual login information. If your shares are managed by an intermediary, use the login in the top right-hand corner of the participation form. If you are no longer in possession of your login or password, please contact the provided number 0826 109 119 (or + 33 (0)155 77 40 57 from abroad) In both cases follow the indications on the screen in order to access to the "VOTACESS" website and request your admission card.  You must request an admission card from your account-keeping institution to be able to attend the meeting and vote:  the account-keeping institution will forward your request to Uptevia accompanied by the participation certificate;  if your account-keeping institution is connected to the website "VOTACCESS" you can ask an admission card connecting you to the website of this account keeper with your usual login information. Click on the icon that appears on the line corresponding to your actions and follow the indications on the screen in order to access to the "VOTACESS" website and request your admission card;  if you do not receive your admission card, the account-keeping institution will also be able to provide you with a participation certificate on the second business day prior to the General Meeting at 00:00 a.m. (Paris time), which will enable you to attend the meeting.	The day of the meeting, you will be asked to prove your status as shareholder and your identity when you sign the attendance sheet.  It is not possible to represent another person with his admission card, except in the case of a proxy complying within the conditions set hereafter.  To facilitate the proceedings of the meeting, we recommend you that you arrive earlier than the time set for the start of the meeting (admission counters open from 8:00 am). After that, your presence in the meeting room and your vote cannot be guaranteed.  Indeed, to ensure that the vote is held properly, time constraints on participation in the vote will be applied.  Thus, sign-in will be closed at 10:00 am.
Y 0 U W I S H	Vote by post (by postal service with the participation form)	You are a registered or a bearer shareholder	<ul> <li>If you are a registered shareholder, you receive, by post, the Notice of Meeting with the participation form, unless you have requested reception by electronic mail.</li> <li>If you are a bearer shareholder, the participation form should be requested, as from the date on which the General Meeting is convened, to the financial institution with which your securities are registered.         <ul> <li>check the box "I VOTE BY POST",</li> <li>to vote "YES" to the resolutions, do not blacken the corresponding boxes;</li> <li>to vote "NO" to some resolutions, blacken each of the corresponding boxes;</li> <li>to abstain to some resolutions, blacken the box "ABSTENTION";</li> <li>do not forget to make your choice if amendments or new resolutions will be presented during the General Meeting "IN CASE AMENDMENTS OR NEW RESOLUTIONS ARE PROPOSED DURING THE MEETING";</li> <li>do not fill any other box in the documentdate and sign the box "DATE &amp; SIGNATURE" provided for this purpose.</li> <li>If you are a registered shareholder, return the participation form with the envelop appended to the meeting notice brochure to Uptevia.</li> <li>If you are a bearer shareholder, return the participation form to the financial institution with which your securities are registered.</li> </ul> </li> </ul>	The duly completed and signed participation form appended to the certificate of account registration for bearer shareholder will have to reach Uptevia at the latest on Monday 17 April 2023 (at midnight, Paris time).  Please note: due to postal delays, we encourage you to use electronic services to vote. The procedure for using these services is described hereafter.

Y O U	Vote of give proxy by internet (with the "VOTACCESS" service)	You are a registered shareholder	<ul> <li>If you are a direct or administrated registered shareholder, you will have access to the "VOTACCESS" service via the website "PLANETSHARES" (https://planetshares.uptevia.pro.fr).</li> <li>If you are a direct registered shareholder you have to resister using your usual login and password.</li> <li>If your shares are managed by an intermediary, use the login in the top right-hand corner of the participation form sent with the meeting notice brochure to obtain your password.</li> <li>If you do not have this information, you can retrieve your password by clicking on the icon "FIRST CONNECTION, FORGOTTEN OR EXPIRED PASSWORD" on Planetshares home page, and follow the instructions on the screen to obtain the password;</li> <li>you also can contact the provided number 0826 109 119 (or +33 (0)1 55 77 40 57 from abroad);</li> <li>After logging in, you will follow the instructions on the screen to access the "VOTACCESS" service and vote, or appoint or revoke a proxy.</li> <li>You need to contact the financial institution with which your securities are registered to find out whether or not it is connected to the "VOTACCESS"</li> </ul>	The website https:// planetshares.uptevia.pro.fr and the "VOTACCESS" service will be opened from Friday 31 March 2023. The possibilities for voting by Internet before the meeting will be interrupted on the day before the meeting, i.e. on Tuesday 19 April 2023 at 3:00 pm (Paris time).  To avoid any possible congestion on the dedicated secure website, it is recommended that shareholders should avoid waiting until the day before the meeting in order to vote.  As a security measure, your login ID to the "PLANETSHARES" website will be communicated to you by post only and we therefore invite you to take precautions regarding postal delivery times.
S H T O		You are a bearer shareholder	service.  - if the financial institution with which your securities are registered is connected to the "VOTACCESS" service, you will have to identify yourself on the Internet portal of your account-holding institution with your usual access codes. You must then click on the icon that appears on the line corresponding to your actions and follow the instructions given on the screen in order to access the "VOTACCESS" service and vote, or appoint or revoke a proxy;  - if the financial institution with which your securities are registered is not connected to the "VOTACCESS" service, please note that the notification of the appointment and revocation of a proxy may be made by electronic means in accordance with the provisions of Article R. 22-10-24 of the French Commercial Code (Code de commerce) (see "Give proxy by electronic means").	
Y O U W I S H	Give proxy by post (by postal service with the participation form)	You are a registered or a bearer shareholder	<ul> <li>If you are a registered shareholder, you receive, by post, the Notice of Meeting with the participation form, unless you have requested reception by electronic mail. The form must be sent to the following address: Uptevia, Assemblées Générales - Les Grands Moulins de Pantin, 9, rue du Débarcadère - 93761 Pantin Cedex.</li> <li>If you are a bearer shareholder, the participation form should be requested, as from the date on which the General Meeting is convened, to the financial institution with which your securities are registered. The participation form dully completed, must be sent to your financial institution which will send it together with a cetificate of participation to: Uptevia, Assemblées Générales - Les Grands Moulins de Pantin, 9, rue du Débarcadère - 93761 Pantin Cedex.</li> <li>If you wish to be represented by the Chairman:         <ul> <li>check the box "I HEREBY GIVE MY PROXY TO THE CHAIRMAN OF THE GENERAL MEETING";</li> <li>do not fill any other box in the document;</li> <li>date and sign the box "DATE &amp; SIGNATURE" provided for this purpose.</li> </ul> </li> <li>If you wish to be represented by any other person:         <ul> <li>check the box "I HEREBY APPOINT";</li> <li>indicate the surname, first name or company name and address of the representative;</li> <li>do not fill any other box in the document;</li> <li>date and sign the box "DATE &amp; SIGNATURE" provided for this purpose.</li> </ul> </li> <li>If you are a registered shareholder, return the paper form with the envelop appended to the notice of meeting to Uptevia.</li> <li>If you are a bearer shareholder, return the paper form to the financial institution with which your securities are registered.</li> </ul>	In order to be eligible, the participation form must be received by Uptevia no later than Monday 17 April 2023 (at midnight, Paris time).  Under no circumstances, should participation forms be sent directly to Hermès International.  The notification of the appointment and revocation of a proxy made by postal service with the participation form will have to reach Uptevia at the latest three days before the date of the meeting, i.e. on Monday 17 April 2023 (at midnight, Paris time).  Please note: due to postal delays, we encourage you to use electronic services

Y O U W I S H	Give proxy by electronic means	You are a registered or a bearer shareholder	If you wish to be represented at the general meeting:  You need to send an e-mail to Parls_France_CTS_mandats@uptevla.pro.fr. This e-mail must necessarily contain the following information: company name (Hermès International), meeting date (20 april 2023), surname, first name, address, bank references of the mandator, together with the surname, first name and, if possible, address of the proxy.  If you are a bearer shareholder, you must ask to the financial institution with which your securities are registered to send a written confirmation to the General Meetings Department of Uptevia at the following address: Uptevia, Assemblées générales – Les Grands Moulins de Pantin 9, rue du Débarcadère – 93761 Pantin Cedex.	Only notifications of the appointment and revocation of a proxy must be sent to the following e-mail address Paris_France_CTS_ mandats@uptevia.pro.fr, any other request or notification relating to another subject will not be considered and/or processed.  The notification of the appointment and revocation of a proxy made by electronic means via the e-mail address Paris_France_CTS_ mandats@uptevia.pro.fr will have to reach Uptevia at the day before the date of the meeting, i.e. on Wednesday 19 April 2023 (at midnight, Paris time). No proxy will be accepted on the day of the meeting.
0	Vote as a designated proxy to the General Meeting held In closed session	You have been appointed proxy by a shareholder	<ul> <li>You must send your voting instructions for the exercise of your mandate in the form of a scanned copy of the participation form to Uptevia by e-mail to the following address: Parls_France_CTS_mandats@uptevla.pro.fr.</li> <li>you must indicate on the participation form the surname, first name and address of the proxy and the words "AS A PROXY (EN QUALITE DE MANDATAIRE)";</li> <li>you must indicate the direction of your vote by filling in the "I VOTE BY POST" box on the form;</li> <li>do not fill any other box in the document;</li> <li>date and sign the box "DATE &amp; SIGNATURE" provided for this purpose.</li> <li>Attach a copy of your identity card and, if applicable, a proxy from the legal entity you represent.</li> </ul>	The proxy's instructions will have to reach Uptevia at the latest three days before the date of the meeting, i.e. on Monday 17 April 2023 (at midnight, Paris time).

# 5. HOW TO FILL YOUR FORM

#### Caution

Under no circumstances, should this participation form be sent directly to Hermès International.

Whatever you choose to participate in the General Meeting and for this participation form to be taken into consideration, it must:

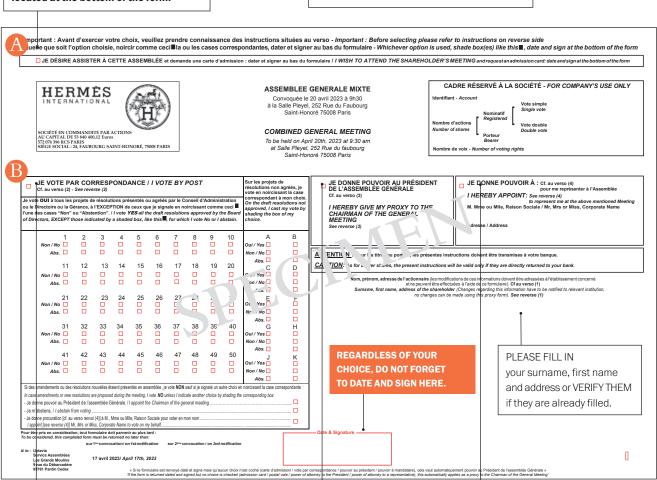
- be completed, dated and signed in the box "DATE & SIGNATURE" provided for this purpose;
- be received at the latest on Monday 17 April 2023 (at midnight, Paris time) by the General meetings department of Uptevia at the following address: Uptevia, Assemblées générales – Les Grands Moulins de Pantin, 9, rue du Débarcadère – 93761 Pantin Cedex.

# You wish to attend the meeting:

Tick box A, date and sign in the box located at the bottom of the form.

# You will not attend the meeting:

Tick box B and choose one of the 3 possibilities available hereunder



# To vote by post:

Tick the box,

- To vote «YES» to the resolutions, do not blacken the corresponding boxes;
- To vote «NO» to some resolutions, blacken each of the
- corresponding boxes;
- To abstain to some resolutions, blacken the box "ABS." (this
  vote is no longer considered as a negative vote and will not be
  considered in the votes cast);
- Do not forget to make your choice if amendments or new resolutuons will presented during the General Meeting "IN CASE OF AMENDMENTS OR NEW RESOLUTIONS ARE PROPOSED DURING THE MEETING";
- Date and sign in the box located at the bottom of the form.

# To give a proxy to the Chairman of the general meeting:

Tick the **box**, date and sign in the box located at the bottom of the form.

# To give a proxy to your spouse or another shareholder:

- Tick the **box**,
- Indicate the surname, first name or company name and address of the proxy;
- Date and sign in the box located at the bottom of the form.

# 6. REQUEST FOR INCLUSION OF AGENDA POINTS OR DRAFT RESOLUTIONS AND WRITTEN QUESTION

# Request for inclusion of agenda points or draft resolutions

One or more shareholders representing at least the fraction of the share capital required by the applicable legal and regulatory provisions can request the inclusion of agenda points or draft resolutions under the conditions listed in Articles L. 225-105 and R. 225-71 to R. 225-73 and R. 22-10-22 of the French Commercial Code (Code de commerce).

Justified requests for the inclusion of agenda points or draft resolutions must be sent to the administrative head office by registered letter with acknowledgement of receipt (Mailing address: Hermès International, legal department, Corporate and Market Law Service, 24, rue du Faubourg Saint- Honoré, 75008 Paris), and be received by the Company no later than the 25<sup>th</sup> day before the meeting date (*I.e.* at the latest on Sunday 26 March 2023 at midnight, Parls time) and cannot be submitted more than 20 days after the publication of the prior notification in the *Bulletin des Annonces Légales Obligatoires* (BALO). The request must be accompanied by:

- the point(s) to be added to the agenda along with a brief presentation of the reasons;
- the text of the draft resolution(s), that can be accompanied by a brief presentation of the reasons and, where relevant, the information indicated in paragraph 9 of Article R. 225-71 of the French Commercial Code (Code de commerce); and
- an account registration certificate as proof of possession or representation, by the authors of the request, of the share capital fraction required by Article R. 225-71 of the French Commercial Code (Code de commerce).

Moreover, examination by the General Meeting of the agenda points or draft resolution submitted by shareholders is contingent upon the transmission, by the authors, of a new certificate providing proof of account registration of the securities in the same accounts at midnight, Paris time on the second business day of the central custodian prior to the General Meeting (*I.e.* on Tuesday 18 April 2023 (at 00:00 am Paris time)).

The list of points added to the agenda and the text of the draft resolutions presented by the shareholders under the conditions described above will be published on the Company's website, https://finance.hermes.com/en/general-meetings, in compliance with Article R. 22-10-23 of the French Commercial Code (*Code de commerce*).

# **Submitting of written questions**

In accordance with Article R. 225-84 of the French Commercial Code (*Code de commerce*), a shareholder wishing to ask written questions can submit the said questions to the Executive Management, at the latest on the fourth business day prior to the meeting, *I.e.* on Friday 14 April 2023 (at midnight, Paris time):

- preferably by e-mail at the following address: ag2023@hermes.com
- by registered letter with acknowledgement of receipt sent to the Company's head office (Physical address: Hermès International, direction juridique, 24, rue du Faubourg-Saint-Honoré, 75008 Paris).

In order to be taken into account and to give rise, if necessary, to an answer during the General Meeting, these questions must be accompanied, for registered shareholders, by their name, first name and address and, for bearer shareholders, by a certificate of registration in a shareholder's account dated no earlier than the day on which the written question is sent (Article R. 225-84 of the French Commercial Code (Code de commerce)).

The Executive Management will answer during the General Meeting or, in accordance with Article L. 225-108 of the French Commercial Code (*Code de commerce*), the answer will be deemed to have been given if it is published on the Company's website in the section devoted to questions and answers, accessible at the following address:

https://finance.hermes.com/en/general-meetings

In accordance with the relevant legislation, written questions may be answered jointly if they have the same content.

# Rights to shareholder information

The documents that must be made available to the shareholders as part of this General Meeting will be available within the legal time limits at the Company's administrative head office (Physical address: Hermès International, legal department, Corporate and Market Law Service, 13/15, rue de la Ville l'Evêque, 75008 Paris).

In addition, the documents to be presented at the Meeting will be published on the Company's website https://finance.hermes.com/en/general-meetings at least 21 days before the date of the Meeting, *I.e.* at the latest, as of 30 March 2023, in accordance with relevant legal and regulatory provisions.

The prior notification of the General Meeting was published in the *Bulletin des Annonces Légales Obligatoires* (BALO) on Wednesday 10 March 2023.