**SANİCA ISI SANAYİ A.Ş.**

**2023 ANNUAL GENERAL ASSEMBLY INFORMATİON DOCUMENT**

## 1. INVİTATİON TO THE ORDİNARY GENERAL ASSEMBLY MEETİNG DATED JUNE 24, 2024

Our company's Ordinary General Assembly Meeting will be held on Monday, June 24, 2024, at 2:00 PM at the company headquarters located at Kavaklı Mahallesi İstanbul Caddesi Sanica Blok No:10, İç Kapı No:1 - 34520 Beylikdüzü / İSTANBUL. If the quorum is not met or if the necessary majority is not achieved to approve the items on the meeting agenda, the second meeting will be held on Monday, July 8, 2024, at the same address and time.

Shareholders must be listed on the “Shareholders List” prepared by the Central Securities Depository (Merkezi Kayıt Kuruluşu A.Ş. - MKK) to attend the General Assembly. Individuals who physically attend the meeting will be checked against the shareholders list to confirm whether they are shareholders or representatives.

Shareholders can attend our company's ordinary general assembly meeting either in person or electronically, as well as through their representatives. Shareholders or their representatives can participate electronically in the general assembly with their secure electronic signatures. Therefore, shareholders who wish to use the Electronic General Assembly System must first register with the Central Securities Depository (Merkezi Kayıt Kuruluşu A.Ş. - "MKK") and the e-MKK Information Portal, providing their contact information and obtaining a secure electronic signature. Shareholders or representatives who are not registered with the e-MKK Information Portal and do not have a secure electronic signature will not be able to participate in the General Assembly electronically.

Shareholders or their representatives who wish to participate in the meeting electronically must fulfill their obligations in accordance with the provisions of the "Regulation on General Assemblies of Joint Stock Companies to be Held Electronically," published in the Official Gazette dated August 28, 2012, No. 28395, and the "Communiqué on the Electronic General Assembly System to be Applied in General Assemblies of Joint Stock Companies," published in the Official Gazette dated August 29, 2012, No. 28396.

Shareholders who will attend the meeting in person can participate by signing the list of attendees after presenting their identification. Individual shareholders must provide their identification, while corporate shareholders must provide the identification and authorization documents of the individuals authorized to represent and bind the legal entity. The names of these shareholders must be listed on the General Assembly Shareholders List provided by the Central Securities Depository.

Shareholders who will not attend the meeting in person and who wish to be represented by proxy must prepare their proxies in accordance with the example below or obtain a proxy form from the company headquarters or the company’s official website at https://www.sanicaisi.com.tr. They must also fulfill the requirements prescribed by the Capital Markets Board and submit their notarized proxies. A proxy appointed electronically through the Electronic General Assembly System does not need to submit a physical proxy document.

Our company's Ordinary General Assembly Information Document will be available for examination by our esteemed shareholders at least twenty-one days before the meeting date on the Public Disclosure Platform (KAP), at the company headquarters, on our company's official website https://www.sanicaisi.com.tr, and on the Central Securities Depository's Electronic General Assembly System.

It is submitted for the information of our esteemed shareholders.

Regards,

**SANİCA ISI SANAYİ A.Ş.**
**BOARD OF DIRECTORS**

Address of Company : Kavaklı Mahallesi İstanbul Caddesi Sanica Blok No:10 İç Kapı No:1 - 34520 Beylikdüzü / İSTANBUL

Trade Registry : İstanbul Trade Registry

Registry Number : 613-0

**ORDINARY GENERAL ASSEMBLY MEETING AGENDA DATED 24.06.2024**

1. Opening and establishment of the Meeting Presidency,

2. Authorizing the Meeting Chairmanship to sign the Meeting Minutes,

3. Reading, discussing and approving the Board of Directors Activity Report for 2023,

4. Reading, discussing and approving the Independent Audit Opinion for 2023 prepared by the independent audit firm,

5. Reading, discussing and approving the 2023 financial statements,

6. Discharge of the Members of the Board of Directors individually for the activities, transactions and accounts of the Company for the 2023 accounting period,

7. Discussing and deciding on the proposal submitted by the Board of Directors to the General Assembly regarding profit distribution in accordance with the Capital Markets Board regulations,

8. Election of members of the Board of Directors and determination of mission time,

9. In accordance with the Capital Markets Board regulations and Corporate Governance Principles, providing information about the payments made to the Members of the Board of Directors and senior managers and the "Remuneration Policy" determined by

the Board of Directors, and making decisions regarding the wages and attendance fees to be given to the Members of the Board of Directors in the new period,

10. As of the date of the general assembly, provided that the draft amendment application made to the Capital Markets Board on 16.01.2024 regarding the increase of the registered capital ceiling to 5 billion TL is accepted and the necessary legal processes are completed, the text of the articles of association amendment regarding the new registered capital ceiling will be prepared by the General Assembly. Submission to the board for approval,

11. Submission of the Independent Auditing Firm to be selected by the Board of Directors for 2024 in line with the Turkish Commercial Code and Capital Markets Board regulations for the approval of the General Assembly,

12. Informing shareholders about transactions made with related parties in 2023,

13. Informing shareholders about Donations and Aids made in 2023 and determining an upper limit for donations and aids to be made in 2024,

14. Within the scope of Article 12/4 of the "Corporate Governance Communiqué No. II-17.1" of the Capital Markets Board, informing the General Assembly about the income or benefits obtained from the guarantees, pledges, mortgages and guarantees given by the Company in favor of third parties in 2023,

15. Granting permission to shareholders who have management control, members of the Board of Directors, managers with administrative responsibilities and their spouses and relatives by blood and marriage up to the second degree, within the framework of Articles 395 and 396 of the Turkish Commercial Code and Capital Markets Board regulations,

16. Wishes.