

Announcement for Annual General Meeting of Shareholders

Annual General Meeting of Shareholders of Alfen N.V., Almere, the Netherlands (the “Company”) to be held on Wednesday, 8th April 2020 at 14.00 at the Alfen offices at the Hefbrugweg 28, 1332 AP Almere, the Netherlands (PLEASE NOTE THIS NEW LOCATION DUE TO THE CORONAVIRUS)

The following agenda items are scheduled for this Annual General Meeting:

1. Opening
2. 2019 Annual Report
 - a. Report of the Management Board for 2019
 - b. Remuneration report for 2019 *
3. 2019 Financial Statements
 - a. Proposal to adopt the Financial Statements for 2019 as included in the 2019 Annual Report *
 - b. Explanation of dividend and reserve policy
4. Discharge of the members of the Management Board and the Supervisory Board from liability for the exercise of their respective duties
 - a. Proposal to discharge the members of the Management Board from liability *
 - b. Proposal to discharge the members of the Supervisory Board from liability *
5. Remuneration policy
 - a. Proposal to adopt the remuneration policy for the Management Board *
 - b. Proposal to adopt the LTI plan for members of the Management Board *
 - c. Proposal to adopt the remuneration policy for the Supervisory Board *
6. Extension of the authorities of the Management Board
 - a. Proposal to extend the designation of the Management Board to issue shares and/or grant rights to subscribe for shares and to limit or exclude pre-emptive rights for a period of 18 months *
 - b. Proposal to authorize the Management Board to cause the Company to acquire own shares for a period of 18 months *
7. Proposal to appoint the external auditor PWC for 2021 *
8. Any other business
9. Closing

** Items put on the agenda for voting. Item 2b concerns an advisory vote. The other items are on the agenda for discussion only.*

The agenda and explanatory notes, the 2019 Annual Report (including the 2019 Remuneration report) and the new remuneration policies for the Management Board (including the new LTI plan) and for the Supervisory Board are available on the company’s website (www.ir.alfen.com). The aforementioned documents are also available at the offices of the company (Hefbrugweg 28, 1332 AP Almere, the Netherlands) and at ABN AMRO Bank N.V. (Gustav Mahlerlaan 10 (HQ 7212), 1082 PP Amsterdam, the Netherlands, e-mail: ava@nl.abnamro.com) and will be available at the meeting.

These documents can be collected free of charge at the aforementioned addresses. It is also possible to ask for these documents in writing or by telephone at Alfen N.V., Investor Relations, Hefbrugweg 28, 1332 AP Almere, the Netherlands (telephone: +31 (0)365493400, e-mail: ir@alfen.com).



PARTICIPATION INSTRUCTIONS

Record Date

Those persons will be accepted as entitled to vote and attend the Annual General Meeting (AGM), who, on **Wednesday 11th March 2020 at 5:30 pm (CET) (Record Date)**, after all additions and deductions at that date have been processed, have those rights and are registered as such in one of the registers designated by the Management Board and who have also been registered for the AGM in the manner described below.

PROCEDURE FOR HOLDERS OF DEPOSIT SHARES

Registration

The register and sub-registers designated for holders of deposit shares are the records of the intermediaries as referred to in the securities transactions act (Wet giraal effectenverkeer), which as at the Record Date list the holders of deposit shares.

Application

Holders of deposit shares will have access to the meeting if they have applied as from **Thursday 12 March 2020** and no later than on **Wednesday 1 April 2020 at 5.30 p.m.**

(CET) via www.abnamro.com/evoting or via the intermediary in whose records they are listed as holders of deposit shares, with ABN AMRO Bank N.V. (ABN AMRO). In all circumstances, the intermediary will need to issue a statement via www.abnamro.com/intermediary, no later than **Thursday 2 April 2020 at 11:00 am (CET)**, stating that the shares were registered in the name of the holder thereof on the Record Date. In addition, the intermediaries are requested to include the full address details of the relevant ultimate beneficial holders in order to be able to verify the shareholding on the Record Date in an efficient manner.

Admission to the meeting

Holders of deposit shares who have applied for attending the meeting will receive a proof of registration by e-mail or mail. The proof of registration will serve as proof of admission to the meeting.

Granting of proxies

Holders of deposit shares, who wish to grant a proxy to each civil law notary of Allen & Overy LLP, Amsterdam office, or a substitute, each of them severally (Notary), or wish to authorize a third party to attend the meeting on their behalves, may do so in the manner described below, provided that they have applied for the meeting in time in the manner described above.

Written proxy to the Notary or a third party

A form for a written proxy to third parties or the Notary is available and can be asked for at ABN AMRO (telephone +31 (0)20 344 2000; email: ava@nl.abnamro.com). The completed proxy forms must be sent to ABN AMRO, either by mail (ABN AMRO Bank N.V., Department Corporate Broking HQ7212, Gustav Mahlerlaan 10, 1082 PP Amsterdam, the Netherlands), by fax (+31 (0)20 628 8481), or by e-mail (ava@nl.abnamro.com) and must be in the possession of ABN AMRO at the latest on **Wednesday 1 April 2020 at 5.30 p.m. (CET)**.

Electronic proxy to the Notary

Holders of deposit shares may grant an electronic proxy including a voting instruction to the Notary until **Wednesday, 1 April 2020 at 5.30 p.m. (CET)** at the latest. This is possible via www.abnamro.com/evoting.



PROCEDURE FOR REGISTERED SHAREHOLDERS:

Registration

The register designated for the registered shareholders is the shareholders' register of Alfen N.V., kept by the company, which as at the Record Date lists the registered shareholders.

Application and granting of proxy

The company will send the registered shareholders an application form with explanatory notes. The written application has to be in the possession of the company at the latest on **Wednesday, 1 April 2020 at 5.30 p.m. (CET)**. It is also possible to register via www.abnamro.com/evoting. Registered shareholders, who wish to authorize a third party to attend the meeting on their behalf, can do so by means of the application form and must state such third party's details on the form.

REGISTRATION AND IDENTIFICATION AT THE AGM

Registration for admission to the meeting will take place from 13:00 (CET) until the commencement of the meeting at 14:00 (CET). After this time registration is no longer possible. Persons entitled to attend the meeting may be asked for identification prior to being admitted by means of a valid identity document, such as a passport or a Dutch driver's license.

Almere, 25 February 2020

Management Board
Alfen N.V.

CONTACT INFORMATION

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