

Quick guide: Registration for the Annual General Meeting

Dear shareholders,

This year's Annual General Meeting of LPKF Laser & Electronics SE will take place on **Wednesday, 17 May 2023, at 10:00 a.m. (CEST)** as an attendance meeting.

In addition, the Annual General Meeting will be broadcast in its entirety in audio and video form via our password-protected internet service for duly registered shareholders and their proxies as well as guests admitted by the Company. **The access data for the internet service will be sent to the shareholders with the admission ticket.**

If you wish to attend the Annual General Meeting of LPKF Laser & Electronics SE and exercise your voting rights and other shareholder rights, you must **register for the Annual General Meeting no later than Wednesday, 10 May 2023, 24:00 hours (CEST)** and submit proof of share ownership.

Together with the invitation to the Annual General Meeting, you will generally receive an order form from your custodian bank with which you can order the admission ticket for the Annual General Meeting and on the basis of which the bank will send us proof of your shareholding/registration.

Order ticket

Please return the completed order form to your bank as early as possible to ensure timely transmission of registration and proof of share ownership. The admission ticket to the Annual General Meeting will then be sent to you by post.

After receiving your ticket, you have the following options:

1. Personal participation

Please present your admission ticket at the entrance control to the Annual General Meeting of LPKF Laser & Electronics SE on Wednesday, 17 May 2023, at 10:00 a.m. (CEST) at the HCC Hannover Congress Centrum, Theodor-Heuss-Platz 1-3, 30175 Hannover.

2. Authorisation of a representative of your choice

You have two options for granting power of attorney to a representative of your choice (notwithstanding timely registration and proof of share ownership):

- (i) Complete the proxy printed on the back of the upper section of the admission ticket form or the proxy form available for download on our website and submit the admission ticket/proxy to your proxy (by handing it over, by post, by fax or by e-mail) to attend the Annual General Meeting. Please hand over / send the complete admission / voting card to your proxy as far as possible in the original,

if necessary by fax or e-mail. The declaration of the granting of the proxy may also be made to the Company.

- (ii) Use the password-protected internet service to grant power of attorney to a representative of your choice. In this case, you will receive a separate admission code for your proxy via the internet service. Please ensure that you send the admission ticket and the code to your proxy. Separate proof of proxy to the Company is not required in this case.

3. absentee voting or granting power of attorney and issuing instructions to the proxies appointed by LPKF Laser & Electronics SE

To exercise your voting rights at the Annual General Meeting by granting power of attorney and issuing instructions to the proxies nominated by the Company, you have two options (notwithstanding timely registration and proof of shareholding) (see (i) and (ii) below). In order to exercise your voting right at the Annual General Meeting by electronic postal vote, you may only use the password-protected internet service (notwithstanding the timely registration and proof of shareholding) as described below under (ii).

- (i) Complete the proxy and instruction form that you received together with the admission ticket and send it by post, fax or e-mail to LPKF Laser & Electronics SE, c/o C-HV AG, Gewerbepark 10, 92289 Ursensollen, or fax: +49 (0) 9628 92 99-871 or e-mail: anmeldestelle@c-hv.com **by Tuesday, 16 May 2023, 24:00 hours (CEST).**

You can also find the form on our website at <https://www.lpkf.com/en/investor-relations/annual-general-meeting>

- (ii) Use the password-protected internet service [to](#) cast your vote by postal vote via electronic communication **until the end of the general debate at the Annual General Meeting on 17 May 2023** (which time will be announced and determined by the chairman of the meeting) or to grant power of attorney and instructions to the proxies appointed by the Company.

The amendment or revocation of absentee votes or powers of attorney/instructions already issued to the proxies appointed by the Company is possible via the above-mentioned channels until the respective times specified.

Do you have any questions?

Then give us a call! We will be happy to help you:

Bettina Schäfer, Investor Relations Manager, Tel: +49 5131 7095-1382

Further details and legally relevant information on participation in the Annual General Meeting and voting by proxy can be found in the invitation to the Annual General Meeting at

<https://www.lpkf.com/en/investor-relations/annual-general-meeting>

This document is a convenience translation of the German original. In case of any discrepancy between the English and the German versions, the German version shall prevail.