

NOTE:

Upon its completion and signing in accordance with the instructions specified in this form, it may be delivered to the Company in a paper form together with the original versions or copies of documents documenting the proper representation of the Shareholder. Upon its completion and signing in accordance with the instructions specified in this form, it may be delivered to the Company in an electronic form as a PDF file attached to an e-mail. In such a case, the documents confirming proper representation of the Shareholder must also be submitted to the Company in such a form as additional attachments. The attachments must be in the form of a PDF file.

E-mail for delivering the form to the Company in an electronic form: **walne.zgromadzenie@orlen.pl**

Only those pages that refer to a given Applicant may be selected and completed or copied, if necessary.

Any data must be entered properly, as the forms may be verified and rejected in contain erroneous data.

(Place)

(Date)

Management Board
PKN ORLEN SA
ul. Chemików 7
09-411 Płock

**MOTION TO INCLUDE CERTAIN ITEMS IN THE AGENDA OF THE GENERAL MEETING OF
SHAREHOLDERS OF PKN ORLEN SA**

I. APPLICANT *¹

NOTE:

If the motion is submitted by a legal person, it shall be enclosed with the copy from the relevant register, in which the Shareholder has been entered.

If the motion is submitted by the Shareholder's representative being a legal person in accordance with the principles for its representation, the motion shall be enclosed with a copy from the relevant register confirming the representation method of the Shareholder, and if the motion is submitted by the Shareholder's proxy being a legal party, the motion must be enclosed with the proxy and with a copy from the relevant register confirming the representation method of the Shareholder granting such a proxy, if applicable.

If the motion is submitted by a natural person, it shall be enclosed with a scanned copy of the identification document, passport or any other document confirming his or her identity.

The motion shall also be enclosed with the certificate concerning the right to participate in the General Meeting of Shareholders /share certificate/ issued by a relevant entity and confirming that the Shareholder holds a shareholding in the Company's share capital authorising it to submit the motion.

☐ * Shareholder representing individually at least one twentieth of the share capital in accordance with Article 401 §1 of the CCC.

(Full name)

(Address, post code, place, country)

(Register data, court, division, KRS No., REGON)

(Contact data: e-mail, telephone number)

holding _____ shares in PKN ORLEN SA that constitute

*¹ Please mark the appropriate field specifying the Applicant/Shareholder and complete the identifying data and provide information about shares and votes assigned to the shares held.

☐ * Please tick, as appropriate

Motion to Include Certain Items in the Agenda of the General Meeting of Shareholders of PKN ORLEN SA

_____ %
(Please specify the number of shares held) (Please specify the percentage
of total shares)
of the Company's share capital and that provide the right to exercise
_____ votes
(Please specify the number of votes assigned to the shares held)
at the General Meeting of Shareholders of PKN ORLEN S.A. convened to be held on
_____, which constitute _____ % of the total number of votes.
(Please specify the percentage of total votes)

Represented by:

☐* Shareholder is a natural person signing the motion in person

☐* Proxy: _____
(Proxy's data)

☐* Shareholder is a legal person, institution or any other entity

(Data of persons authorised to represent the Shareholder or determination of a different representation method, if applicable)

(Data of persons authorised to represent the Shareholder or determination of a different representation method, if applicable)

Applicant's signature

.....
(Legible signature of the Applicant or its representatives)

- ☐* Two or more Shareholders representing jointly at least one twentieth of the share capital, who are entitled to submit the motion in accordance with Article 401 §1 of the CCC.

Number of Shareholders submitting the
motion: _____
(Please specify the number of Shareholders)

Number of shares jointly held by the Shareholders

(Please specify the total of shares)

which constitutes _____ % of the share capital entitling
(Please specify the percentage of total number of shares)

them below to exercise _____ votes at
(Please specify the number of votes assigned to the shares held)

the General Meeting of PKN ORLEN SA constituting _____ %
(Please specify the percentage of total votes)

of the total number of votes.

NOTE:

The following pages shall be completed by specifying the data of the all Shareholders, in accordance with the instructions. If the number of Shareholders is higher than envisaged here, please duplicate or copy additional pages, assign consecutive numbers to the additional Shareholders and enclose such pages with the motion. If any appendices regarding certain Shareholders are enclosed with the motion, they shall be designated in a clear and legible manner and assigned to individual Shareholders to whom they refer.

Motion to Include Certain Items in the Agenda of the General Meeting of Shareholders of PKN ORLEN SA

(Full name)

(Address, post code, place, country)

(Register data, court, division, KRS No., REGON)

(Contact data: e-mail, telephone number)

holding _____ shares in PKN ORLEN SA that constitute _____ %
(Please specify the number of shares held) (Please specify the percentage of total shares)
of the Company's share capital and that provide the right to exercise _____ votes
(Please specify the number of votes assigned to the shares held)
at the General Meeting of Shareholders of PKN ORLEN SA, which constitute _____ %
of the total number of votes.
(Please specify the percentage of total votes)

Represented by:

☐* Shareholder is a natural person signing the motion in person

☐* Proxy: _____
(Proxy's data)

☐* Shareholder is a legal person, institution or any other entity

(Data of persons authorised to represent the Shareholder or determination of a different representation method, if applicable)

(Data of persons authorised to represent the Shareholder or determination of a different representation method, if applicable)

Applicant's signature

.....
(Legible signature of the Applicant or its representative)

Shareholder No. 2

(Full name)

(Address, post code, place, country)

(Register data, court, division, KRS No., REGON)

(Contact data: e-mail, telephone number)

holding _____ shares in PKN ORLEN SA that constitute _____ %
(Please specify the number of shares held) (Please specify the of total shares)
of the Company's share capital and that provide the right to exercise _____ votes
(Please specify the number of votes assigned to the shares held)
at the General Meeting of Shareholders of PKN ORLEN SA, which constitute _____ %
of the total number of votes.
(Please specify the percentage of total votes)

Represented by:

☐* Shareholder is a natural person signing the motion in person

☐* Proxy: _____
(Proxy's data)

☐* Shareholder is a legal person, institution or any other entity

Motion to Include Certain Items in the Agenda of the General Meeting of Shareholders of PKN ORLEN SA

applicable) _____
(Data of persons authorised to represent the Shareholder or determination of a different representation method, if

applicable) _____
(Data of persons authorised to represent the Shareholder or determination of a different representation method, if

Applicant's signature

.....
(Legible signature of the Applicant or its representative)

Shareholder No. 3

(Full name)

(Address, post code, place, country)

(Register data, court, division, KRS No., REGON)

(Contact data: e-mail, telephone number)

holding _____ shares in PKN ORLEN SA that constitute _____ %
(Please specify the number of shares held) (Please specify the percentage of total shares)
of the Company's share capital and that provide the right to exercise _____ votes
(Please specify the number of votes assigned to the shares held)
at the General Meeting of Shareholders of PKN ORLEN SA, which constitute _____ %
of the total number of votes.
(Please specify the percentage of total votes)

Represented by:

☐ * Shareholder is a natural person signing the motion in person

☐ * Proxy: _____
(Proxy's data)

☐ * Shareholder is a legal person, institution or any other entity

applicable) _____
(Data of persons authorised to represent the Shareholder or determination of a different representation method, if

applicable) _____
(Data of persons authorised to represent the Shareholder or determination of a different representation method, if

Applicant's signature

.....
(Legible signature of the Applicant or its representative)

Shareholder No. 1

(Full name)

(Address, post code, place, country)

(Register data, court, division, KRS No., REGON)

(Contact data: e-mail, telephone number)

holding _____ shares in PKN ORLEN SA that constitute _____ %
(Please specify the number of shares held) (Please specify the percentage of total shares)

Motion to Include Certain Items in the Agenda of the General Meeting of Shareholders of PKN ORLEN SA

of the Company's share capital and that provide the right to exercise _____ votes
(Please specify the number of votes assigned to the shares held)
at the General Meeting of Shareholders of PKN ORLEN SA, which constitute _____ %
of the total number of votes.
(Please specify the percentage of total votes)

Represented by:

☐* Shareholder is a natural person signing the motion in person

☐* Proxy: _____
(Proxy's data)

☐* Shareholder is a legal person, institution or any other entity

applicable) _____
(Data of persons authorised to represent the Shareholder or determination of a different representation method, if

applicable) _____
(Data of persons authorised to represent the Shareholder or determination of a different representation method, if

Applicant's signature

.....
(Legible signature of the Applicant or its representative)

II. CONTENT OF THE MOTION:

Pursuant to Article 401 §1 of the CCC the Applicant moves to include in the agenda of the General Meeting of Shareholders of PKN ORLEN SA with its registered office in Płock, which has been convened to be held on, the following items:
(Please specify the date of the General Meeting of Shareholders)

.....
.....
.....
.....

(Please prepare a list of items/matters with their justification or drafts of resolutions regarding the proposed items/matters)

(SIGNATURE/S OF THE APPLICANT/S)

.....

(Signatures of the Applicants or their representatives in a legible form or in a form allowing for their assignment to certain Applicants or their representatives)