

You have in particular the following possibility for authorising and instructing the above-mentioned Company proxies using the form "Proxy and Instructions to the Company Proxies". Alternatively, you can also use the EGM portal at the Internet address <https://www.rib-software.com/group/investor-relations/hauptversammlung>. For this purpose, you will need your access data which are to be found on the first page, top right of the invitation letter to the Extraordinary General Meeting sent to you.

Sending proxy to the Company proxies of RIB Software SE by post or e-mail

Please use the form "Proxy and Instructions to the Company Proxies". With this form, you authorise the above-mentioned proxies appointed by RIB Software SE and instruct them how your voting right(s) on the motions proposed is/are to be exercised.

Then please send (by post or e-mail) your form "Proxy and Instructions to the Company Proxies" together with your shareholder number directly to the following address:

By post: RIB Software SE
c/o Link Market Services GmbH
Landshuter Allee 10
80637 Munich
Germany

Or by e-mail to: namensaktien@linkmarketservices.de

Important information:

Please note that only shareholders who have registered in due time and who are entitled to participate and vote are entitled to cast their votes by granting authorisation and issuing instructions for exercising their voting right(s) to the Company proxies appointed by RIB Software SE. Please fill in and send the form to the Company specifying your shareholder number **by no later than 02 November 2021, 24:00 CET (time of receipt by the Company)**. The amendment of powers of attorney and instructions to the Company proxies is possible until the start of the vote count at the day of the EGM on the Internet via the password-protected EGM portal at <https://www.rib-software.com/group/investor-relations/hauptversammlung>.

If, in connection with the granting and revocation of a proxy, the Company receives divergent declarations for one and the same share on the same day via different transmission channels or if, in the case of divergent declarations in connection with the granting and revocation of a proxy, it is otherwise not recognisable for the Company which of these declarations was made last, these declarations shall be treated as binding in the following order of transmission channels, irrespective of the time of receipt: (1) EGM portal, (2) email, (3) paper form.

If instructions are not properly filled out or not clearly given, the Company proxies will either abstain or not participate in the voting for the respective agenda items. The Company proxies are required to vote in accordance with your instructions. You cannot instruct the Company proxies to raise an objection, file a motion or ask questions.

If you have any questions, please call our

General Meeting hotline

between 9:00 and 17:00 CEST, Mondays to Fridays (except public holidays) at

+49 (0)89 210 27 333