

## Documents Registration for Attending the Meeting

Shareholders who wished to attend the meeting must present the following documents (as case may be) for registration prior to attending the meeting:

### Thai Shareholder

#### A natural person

1. Attendance in person
  - Invitation Letter
  - Personal ID card or a valid official ID card
2. Attendance by proxy
  - A proxy form that is completely filled
  - A copy of personal ID card or official ID card certified true and correct of the proxy grantor and the proxy

#### A juristic person

1. Attendance in person by an authorized representative of the shareholder
  - Invitation Letter
  - A copy of personal ID card or official ID card certified true and correct
  - A copy of the Affidavit or Certificate of Incorporation of the shareholder from the Ministry of Commerce certified true and correct by an authorized representative
2. Attendance by proxy
  - A proxy form that is completely filled
  - A copy of personal ID card or official ID card certified true and correct of an authorized representative and the proxy
  - A copy of the Affidavit or Certificate of Incorporation of the shareholder from the Ministry of Commerce certified true and correct

### A non-Thai shareholder or is a juristic person incorporated under foreign laws

#### A natural person

1. Attendance in person
  - Invitation Letter
  - Passport
2. Attendance by proxy
  - A proxy form that is completely filled
  - A copy of passport certified true and correct of the proxy grantor and the proxy

#### A juristic person

1. Attendance in person by an authorized representative of the shareholder
  - Invitation Letter
  - A copy of passport certified true and correct

- The Affidavit or Certificate of Incorporation of such a juristic person issued by the governmental authority of the country in where such a juristic person is situated with the name of an authorized representative

2. Attendance by proxy

- A proxy form that is completely filled
- A copy of passport certified true and correct of an authorized representative and the proxy
- The Affidavit or Certificate of Incorporation of such a juristic person issued by the governmental authority of the country in where such a juristic person is situated

### Vote Casting and Counting

The Chairman of the meeting will inform the meeting as to the methods of vote casting and counting prior to discussion of the meeting agenda.

1. Vote Casting

- Each of the shareholders shall have one vote per share.

Shareholders only cast their vote in case of not-approve or abstinent except for agenda 5 Appointment of Directors individually, all attendances must cast their votes and the ballots must be collect (approve, not approve, and abstinent).

- The Chairman will ask the meeting as to whether there are any shareholders who wish to object (not-approve) or abstain their voting and ask such shareholders to raise their hands,
  - i. If there are any not- approve or abstinent votes by raising hand shareholders, such shareholders must record their not–approve or abstinent votes in the ballots previously given to the shareholders prior to attending the meeting room. The Chairman will ask the Company’s officer(s) to collect and count the votes in the ballots. Any non-raising hand shareholders shall be deemed as casting their approval votes as proposed by the Chairman.
  - ii. If there id not shareholder raising hand for objection or abstinent, it shall be deemed that the meeting unanimously resolves to approve such agenda, unless there are checked marks of not-approve or abstinent votes specified in the proxy form given to the Company where the Company has recorded and count such not-approve or abstinent votes for the relevant agenda.
- In the event where a shareholder has appointed a proxy to attend and vote on its behalf pursuant to its intention already been specified in the proxy form, the Company will count and record such votes at the time of registration for attending the meeting in order to facilitate the proxy will not have to cast the votes in the ballot again in the meeting and such a votes will then be added up with the votes aforementioned.