

(Translation)

**Guidelines for attending the Annual General Meeting of Shareholders and granting of proxy**

At the 2024 Annual General Meeting of Shareholders, the Board of Directors of Asset World Corp Public Company Limited (the “**Company**”) resolved to hold the Meeting at the venue of the Meeting and add additional channels for attending the Meeting via electronic means in accordance with the Emergency Decree on Electronic Meetings B.E. 2563 (2020) (Hybrid Meeting). In this regard, please study the procedures and methods for registration of attending the annual general meeting of shareholders and appointment of proxy as follows:

**I. Details of procedures for attending the 2024 Annual General Meeting of Shareholders at the Venue of the Meeting**

**Procedures and Methods for Attending the Annual General Meeting of Shareholders at the Venue of the Meeting and Appointment of Proxy**

For the registration of the 2024 Annual General Meeting of Shareholders to be conducted expeditiously and in an orderly manner, the Company will allow shareholders and proxies to register for the Meeting from 13.00 hrs. on 26 April 2024, at Grand Hall Room, 2<sup>nd</sup> Floor, The Athenee Hotel, a Luxury Collection Hotel, No. 61, Wireless Road, Lumpini Sub-district, Pathumwan District, Bangkok 10330. In this regard, the Company requests the shareholders and proxies attending the meeting to bring the Registration Form along with the following documents for registration:

**1. Evidence Required for Attending the Meeting**

**1.1. Natural person**

**1.1.1. Attending in person**

Please present the following documents at the registration point:

- (1) Registration Form signed by the shareholder
- (2) An original valid identification document of the shareholder, issued by a governmental authority, e.g., national identification card, government official identification card, driver’s license, or passport (please submit the evidencing document if there is any change of the name or surname)

**1.1.2. Appointment of Proxy**

**1.1.2.1. Appointment of an independent director of the Company as a proxy**

Please submit the following documents to the Company by 17 April 2024, in order to pre-register, or present the following documents at the registration point:

- (1) Registration Form
- (2) Proxy Form A. or Proxy Form B., correctly and completely filled in, and signed by the shareholder and completely affixed with stamp duty
- (3) A copy of an identification document of the grantor in accordance with 1.1.1. (2), certified a true copy by the grantor

(Translation)

**1.1.2.2. Appointment of others as a proxy**

Please present the following documents at the registration point:

- (1) Registration Form signed by the proxy
- (2) Proxy Form A. or Proxy Form B., correctly and completely filled in, and signed by the grantor and the proxy, and completely affixed with stamp duty
- (3) A copy of an identification document of the grantor in accordance with 1.1.1. (2), certified a true copy by the grantor
- (4) An original identification document of the proxy in accordance with 1.1.1. (2)

**1.2. Juristic person**

**1.2.1. A representative of a juristic person (authorized director) attending the meeting in person**

Please present the following documents at the registration point:

- (1) Registration Form signed by the representative of the juristic person (authorized director), with the Company seal affixed (if any)
- (2) A copy of the affidavit of the juristic person, issued by the Department of Business Development, Ministry of Commerce, which shows that the representative of the juristic person (authorized director) attending the meeting in person, is authorized to act on behalf of the juristic person which is a shareholder, issued no earlier than 6 months prior to the meeting, and certified a true copy by the representative of the juristic person (authorized director), with the Company seal affixed (if any)
- (3) An original identification document of the representative of the juristic person (authorized director) in accordance with 1.1.1. (2)

**1.2.2. Appointment of Proxy**

**1.2.2.1. Appointment of an independent director of the Company as a proxy**

Please submit the following documents to the Company by 17 April 2024, in order to pre-register, or present the following documents at the registration point:

- (1) Registration Form
- (2) Proxy Form A. or Proxy Form B., correctly and completely filled in, and signed by the representative of the juristic person (authorized director), with the Company seal affixed (if any) and completely affixed with stamp duty

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- (3) A copy of an identification document of the juristic person in accordance with 1.2.1. (2)
- (4) A copy of an identification document of the representative of the juristic person (authorized director) who can sign on behalf of the juristic person, certified a true copy, in accordance with 1.1.1. (2)

**1.2.2.2. Appointment of others as a proxy**

Please present the following documents at the registration point:

- (1) Registration Form signed by the proxy
- (2) Proxy Form A. or Proxy Form B., correctly and completely filled in, and signed by the representative of the juristic person (authorized director) and the proxy, with the Company seal affixed (if any) and completely affixed with stamp duty
- (3) A copy of an identification document of the juristic person in accordance with 1.2.1. (2)
- (4) A copy of an identification document of the representative of the juristic person (authorized director) who can sign on behalf of the juristic person, certified a true copy, in accordance with 1.1.1. (2)
- (5) An original identification document of the proxy in accordance with 1.1.1. (2)

**1.2.3. A juristic person registered outside the country**

Please submit the following documents to the Company by 17 April 2024, in order to pre-register, or present the following documents at the registration point:

- (1) Registration Form signed by the proxy
- (2) Proxy Form C., correctly and completely filled in, and signed by the representative of the juristic person (authorized director) and the proxy, with the Company seal affixed (if any) and completely affixed with stamp duty
- (3) Documents from the shareholder
  - A copy of the affidavit of the juristic person which is a shareholder, which is issued by a government agency of such country (which shows that the representative of the juristic person (authorized director), who signs as the grantor, is authorized to act on behalf of the juristic person which is a shareholder), issued no earlier than 1 year prior to the meeting, and certified a true copy by the representative of the juristic person (authorized director), with the Company seal affixed (if any)

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- A copy of an identification document of the representative of the juristic person (authorized director), who signs the Proxy Form, in accordance with 1.1.1. (2)
  - A copy of the power of attorney from the shareholder which is a foreign investor, appointing the custodian to attend the meeting and cast a vote, certified a true copy by the representative of the juristic person (authorized director), with the Company seal affixed (if any)
- (4) Documents from the custodian
- A copy of the power of attorney in which the custodian authorizes its director or executive or employee to appoint any other employee or person to attend the meeting on behalf of the shareholder, certified a true copy by the director or the executive or the employee of the custodian, who is the grantor
  - A document or a copy of a permit confirming the custodian's authority, certified a true copy by the grantor
  - A copy of an identification document of the grantor in accordance with 1.1.1. (2)
  - An original identification document of the proxy in accordance with 1.1.1. (2)
- (5) In the case of appointing multi-level of attorney-in-fact prior to granting proxy to custodian:
- The power of attorney for every level of attorney-in-fact must be complete. The power of attorney must contain the provision that permits the appointment of sub-attorney.
  - Copies of identification documents in accordance with 1.1.1 (2) for all levels of attorney-in-fact, certified as true by affixing the signature of the grantor of attorney (in the case of juristic person, please affix the signature of the authorized directors of the grantor of attorney)

In this regard, in the case that the document is produced outside Thailand, such document shall be notarized by a notary public. In the case that the original document is not in English, the English translation shall be required and shall be certified the correct translation by the shareholder or the authorized director.

## **2. Procedures on Appointment of a Proxy**

The Company has delivered a proxy form to each shareholder in the form required by the Department of Business Development, Ministry of Commerce. Three proxy forms (Attachment 9) are as follows:

- (1) Form A.: General proxy form, which is a simple and uncomplicated form
- (2) Form B.: proxy form that specifies various items for authorization containing clear and concise details

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- (3) Form C.: proxy form, which is used only if the shareholder is a foreign investor, and appoints a custodian in Thailand to hold his/her shares in custody

Shareholders who are unable to attend the shareholders meeting in person are entitled to appoint a proxy in accordance with the following procedures:

- (1) General shareholder shall select either Form A. or Form B.
- (2) A shareholder listed in the share register book as a foreign investor who appoints a custodian in Thailand to hold his/her shares in custody shall select Proxy Form C.
- (3) A shareholder may appoint a person of his/her choice or any one of the independent directors of the Company (Attachment 6) to act as his/her proxy by indicating such person's name and details or making a mark in front of the name of the independent director he/she wishes to appoint in the Proxy Form. A shareholder is entitled to appoint only one person or one independent director as his/her proxy to attend the shareholders meeting on his/her behalf. In this regard, a shareholder must submit a Proxy Form together with supporting documents by registered mail to the Company Secretary, Asset World Corp Public Company Limited, No. 1, Empire Tower, 52<sup>nd</sup> Floor, South Sathorn Road, Yannawa Sub-district, Sathorn District, Bangkok 10120, from 27 March 2024 to 17 April 2024.

For the compliance of the rules of the Notification of the Capital Market Supervisory Board No. TorJor. 79/2564 Regarding the Criteria for the Proxy Solicitation to Attend the Meeting and Vote on the Shareholders' Behalf, the Company would like to inform as follows:

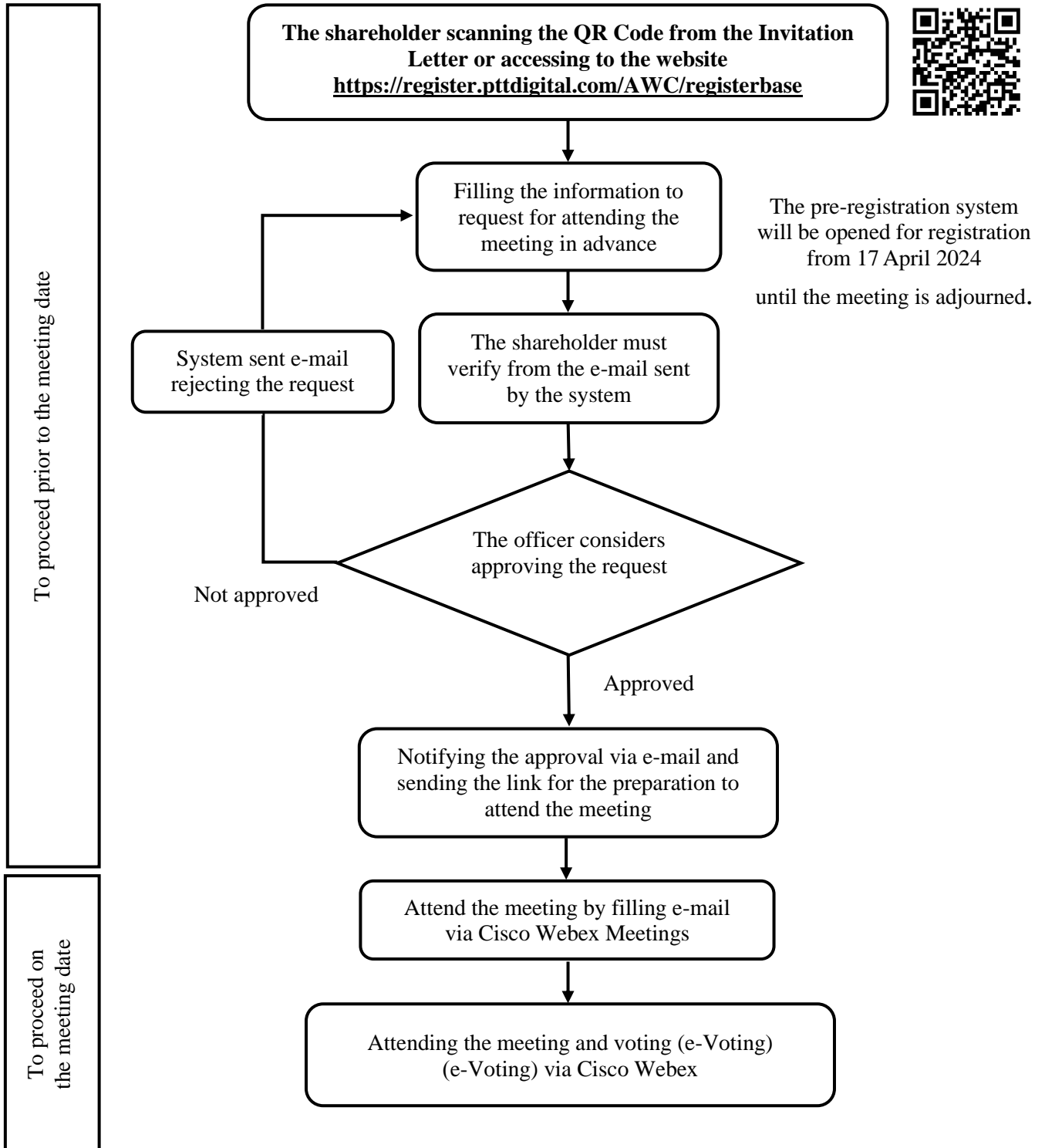
- Shareholders should study the details of the meeting agenda before deciding to appoint a proxy.
- If the shareholders who have appointed the proxy have already voted in advance, in each agenda in Proxy Form B., the Company will record the votes as you have specified in the Proxy Form. On the other hand, if the shareholder appointed an independent director of the Company as a proxy and did not vote in advance in the Proxy Form, the independent director who is the proxy will proceed the voting as deemed appropriate and suitable.

In addition, if the Company fails to record the votes as you have specified in the Proxy Form and if you have been damaged from such actions of the Company, you may take legal action accordingly.

- If you wish to cancel the appointment of proxy, you can do so by notifying the Chairman of the Board of Directors in writing via e-mail [awcformeeting@assetworldcorp-th.com](mailto:awcformeeting@assetworldcorp-th.com) prior to the meeting (by 26 April 2024, at 15.00 hrs.).
- (4) In this regard, a shareholder may not divide the shares for the appointment of more than one proxy to split the vote, and a shareholder may appoint a proxy to cast a vote by the number of shares held by such shareholder. The appointment of a proxy of less than the total number of shares held by a shareholder is not allowed except that the custodian is appointed by a foreign investor and appoints the custodian to hold his/her shares in custody in accordance with Proxy Form C.
- (5) A shareholder shall affix the stamp duty of THB 20 and cross out such stamp duty with the date affixed thereto for the purpose of legality.

(Translation)

**II. Details of Procedures for Attending the 2024 Annual General Meeting via Electronic Means (E-Meeting)**



(Translation)

**Procedures and Methods for Registration of Attending the Annual General Meeting of Shareholders via Electronic Means (E-AGM) and Appointment of Proxy**

**(A) Pre-Registration Procedures to Request for Attending the Meeting**

**Notification of intention to attend the E-AGM**

- Shareholder or proxy may request to attend the meeting via electronic means (E-AGM) via web browser by accessing <https://register.pttdigital.com/AWC/registerbase> or scanning the QR Code from 17 April 2024 until the meeting is adjourned.



Shareholders can inquire about the procedures for registration of attending the meeting by contacting Tel. 02-140-2005, which will provide the service during 17 April – 26 April 2024, 8.30 – 17.30 hrs., excluding public holidays.

- Once logged in, proceed as follows:
  1. Shareholders attending in person
    - 1.1 Fill in securities holder registration number.
    - 1.2 Fill in identification card number / Passport Number (in case of foreigners).
    - 1.3 Fill in first name and surname.
    - 1.4 Fill in the attendees' e-mail addresses to receive the username and password for attending the meeting.
    - 1.5 Fill in the contact phone number of the person who will attend the meeting.
    - 1.6 Attachment of Documents: a copy of identification card or a copy of a document issued by the government that shows a photograph and has not been expired or a copy of passport (in case of foreigners), including the relevant documents specified in (D), with signature attesting to the authenticity of the copy.
  2. Appointment of others as a proxy
    - 2.1 Part 1: Fill in the information specified in 1.
    - 2.2 ✓ in the “appointing proxy” box.
    - 2.3 Part 2: Fill in the information of the proxy, namely, identification card number / passport number (in case of foreigner), name, and surname.
    - 2.4 Fill in the e-mail address of the attendee in order to receive username and password for attending the meeting.
    - 2.5 Fill in the contact phone number of the attendee.
    - 2.6 Attach the proxy form as attached with the invitation letter, which is accurately and completely filled in, with signature of the grantor and the proxy.
    - 2.7 Attach a copy of identification card or a copy of a document issued by the government that shows a photograph and has not been expired, or a copy of passport (in case of a foreigner) of the grantor and the proxy (attendee), including the relevant documents specified in (D), with signature attesting to the authenticity of the copy.
  3. Appointment of an independent director of the Company as a proxy
    - 3.1 Part 1: Fill in information specified in 1.
    - 3.2 ✓ in the “appointing proxy” box and select the name of an independent director.

(Translation)

- 3.3 Attach the proxy form as attached with the invitation letter, which is accurately and completely filled in, with signature of the grantor.
- 3.4 Attach a copy of identification card or a copy of a document issued by the government that shows a photograph and has not been expired, or a copy of passport (in case of a foreigner) of the grantor, including the relevant documents specified in (D), with signature attesting to the authenticity of the copy.

Instruction manual for requesting to attend the meeting in advance can be studied at <https://bit.ly/41rz14y> or by scanning this QR Code



Remarks: Shareholders can study the details of attending the meeting and the appointment of proxy in (D) below.

### **(B) Preparation Procedures prior to Meeting Attendance via Electronic Means**

- After the Company has verified the list of shareholders on the date of determining the list of shareholders who are entitled to attend the meeting (Record Date) on Friday, 15 March 2024, including verifying the accuracy and completeness of documents, the system will send you the following information via e-mail address that you have notified the Company:
  - Link to login the E-AGM conference system via Cisco Webex Meeting application.
  - Username and password for the access of e-voting to cast a vote.
  - Link for downloading and installing Cisco Webex Meeting application.
  - Instruction manual of Cisco Webex Meeting to attend the meeting and cast a vote online.
- In the case of not being approved to attend the meeting, the shareholders will receive an e-mail notification on the cause of refusal, along with the suggestions to further proceed in filling out information for the submission to access the meeting again.

### **Attending the Meeting via Electronic Means and Logging into the E-AGM**

System for the meeting conference via electronic means (Webex) and E-AGM system supports Web Browser, PC/Laptop, IOS and Android. Please proceed in accordance with the installing instruction and the guideline as follows:

Instruction manual on installment and the use of Webex system can be studied at <https://bit.ly/3EzI4GI> or by scanning this QR Code.





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**Methods for using the meeting system via electronic means (Webex)**



1.1 Procedures of installing and using Webex system via PC / Laptop

- (1) Access the website <https://www.webex.com/downloads.html> or scan the QR Code.
- (2) Download Webex Meetings by clicking “Download for Windows”.
- (3) Double click the file webexapp.msi (you may search the file via Folder Download) in order to access the installment page.
- (4) Enter into the installment page, then click “Next” button.
- (5) Select “I accept the terms in the license agreement”, then click “Next” button.
- (6) Click “Install” button, then wait for the installment, then click “Finish” button.
- (7) After completing the installment, the icon “Cisco Webex Meetings” will be appeared in the desktop.

1.2 Steps for installing Cisco Webex Meeting system via mobile phone and tablet devices

IOS System	Android System
<p>1. Enter into Application App Store </p> <p>2. Enter Search Icon or a symbol “Magnifying Glass”, by typing “Cisco Webex Meetings” and clicking “Search” button</p> <p>3. Then, click “Accept” button on the right side to install Cisco Webex Meetings Application or the symbol as provided herewith </p> <p>4. Fill in the password or use Touch ID to verify the application installment</p> <p>5. Wait for a moment</p> <p>6. After the installment is completed, an icon “Webex Meet” will be appeared on the phone screen</p>	<p>1. Enter into Play Store Application </p> <p>2. Enter Search for Apps &amp; Games by typing “Cisco Webex Meetings” and clicking “Search” button</p> <p>3. Then, click “Install” button on the right side to install Cisco Webex Meetings Application or the symbol as provided herewith </p> <p>4. Click “Accept” to confirm the application installment</p> <p>5. Wait for a moment</p> <p>6. After the installment is completed, an icon “Webex Meet” will be appeared on the phone screen</p>

**(C) Procedure for Attending the Meeting via Electronic Means**

**1. Logging in the system to attend the E-AGM**


- 1) On the day of the meeting, the Company will open the system for you to log into the system from 12.00 hrs. and begin the 2024 Annual General Meeting of Shareholder from 15.00 onwards.
- 2) A shareholder may cast his or her vote as "approve" or "disapprove" or "abstain" on each agenda. If a shareholder does not vote, the system will automatically count the shareholder’s vote as "agree" on that agenda.

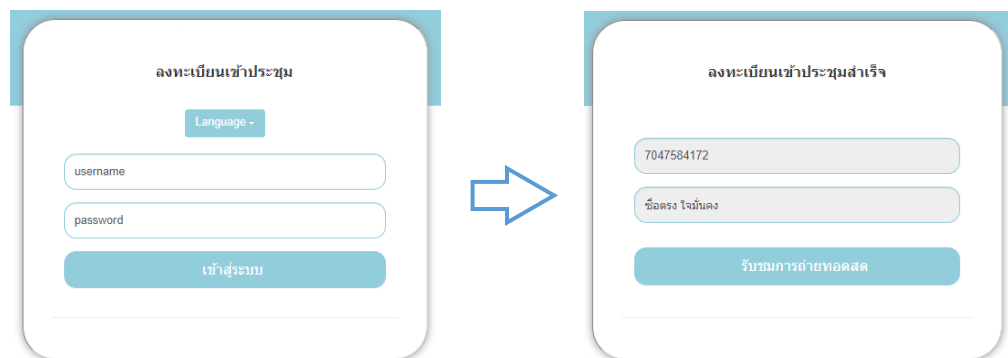
(Translation)


- 3) In the case of having technical problems in relation to accessing the meeting, the shareholders may contact the person in charge of the system by contacting Tel. 02-140-2005, which will provide the service during 17 April – 26 April 2024, 8.30 – 17.30 hrs., excluding public holidays.

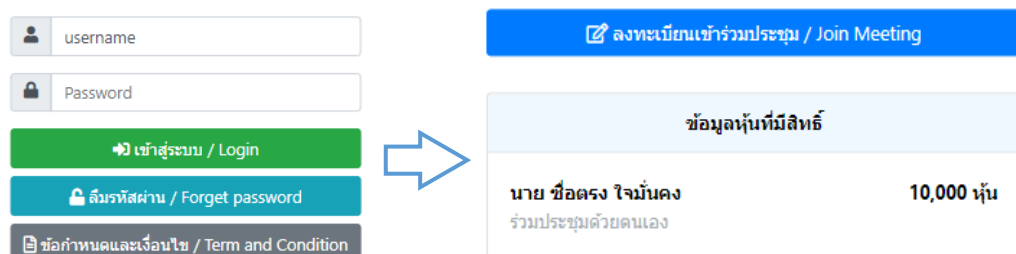
**2. Procedures for using the E-AGM system is as follows:**

- (1) Once the shareholders have been approved by the pre-registration system, you will receive an e-mail informing the results of the meeting approval and the information for attending meeting.
- (2) Shareholders can join the online meeting by clicking from the link in the e-mail.

(2.1) Click  to open Webex for online meeting (recommending to open it with Google Chrome program) by filling in the username and password received by e-mail and clicking “Login”, then click “Watch Live”. The quorum will be counted at this step.



(2.2) **If the shareholders do not want to access Webex, you can click  to enter the voting system from the link in the e-mail** by filling in the username and password received via e-mail and clicking “Login”, then click “Join Meeting”. The quorum will be counted at this step.



- (3) In case of joining the meeting via Webex according to (2.1), when completed, the “Join Now” button will appear for entering the meeting room.

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- (4) If the shareholder has already installed the Webex program, when clicking the “Join Now” button, the page to enter the meeting room with the Webex program will appear, and the “Join Event” button will appear.
- (5) If the shareholder has not yet installed the Webex program, a page will appear for download and installation, then install the program as instructed in (B) “Preparation Procedures prior to Meeting Attendance via Electronic Means”.
- (6) Click on the “Join Event” (green button) to join the meeting via the Cisco Webex Meeting application.
- (7) The system will display 2 parts of the screen: the live broadcast of the meeting and the use of the Q&A and Multimedia Viewer functions to display meeting information.
- (8) In the part of the **Multimedia Viewer function, fill in the username / password** received by e-mail notifying the approval for attending the meeting from pre-registration.
- (9) **The system will display all agenda items and the shareholders can choose to vote according to the agenda items that have not been closed for voting.**
- (10) To leave the meeting room, the shareholders can close the program by clicking on the cross in the upper right corner, in which all votes will still be counted.

**\*\*In case of pressing the “leave the meeting” button, the system will remove the shareholders’ votes from the meeting for the agenda items that have not yet been closed for the vote calculation.**

Instruction manual for meeting room access and use of E-AGM system via Webex can be studied at <https://bit.ly/3ZdlOJq> or scan the QR Code



### **3. Operation of the meeting via electronic means (Cisco Webex Meeting) and E-AGM System**

The operation of the system depends on the internet of the shareholders or proxies, including device and/or programs. Please use the device and/or the following programs:

- Recommended internet speed should not be lower than 4 Mbps.
- Mobile phones/tablet devices, both Android and IOS operating systems, support all versions.
- Supported internet browsers: Firefox, Chrome, and Safari.

#### **How to check the version of the operating system**

- Android: Select Settings -> About Phone -> Software Information or Android Version
- IOS: Select Settings -> General -> About -> Version

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**4. Submission of recommendations or questions related to the Company or the agenda item**

- 1) Shareholders can send advice or questions to the Company prior to the meeting date from 27 March 2024 to 11 April 2024 by filling the “Form for Submission of Questions Prior to the 2024 Annual General Meeting of Shareholders”, details as appeared in Attachment 10 of the invitation letter.
- 2) During the meeting, shareholders can send advice and questions regarding the meeting through the Company’s electronic meeting system (E-AGM).

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**Remarks:**

1. On the date of the 2024 Annual General Meeting of Shareholders, shareholders must use the **username** and **password** received from the e-mail to fill out **and click the register button** according to (C) “Procedure for Attending the Meeting via Electronic Means, (2.1) (2.2)”. The system will register and count as a quorum at this step. (If you don't press the register button, it will be considered that the shareholders have not registered to attend the meeting, then the system will not count as a quorum and vote cannot be cast. If the shareholders **logout and confirm** leaving the system during the meeting, the system will also cut the vote from the quorum if the shareholder did not vote in advance as well).
2. Shareholders must prepare an e-mail address for pre-registration in order to receive a link, username and password for attending the meeting.
3. **The information entered in the system must be the same** as the information as of the Record Date from Thailand Securities Depository Co., Ltd. (TSD).

**(D) Appointment of a Proxy**

The shareholders can appoint a proxy to another person or to an independent director of the Company, in order to attend the meeting and vote on their behalf by specifying the resolution for each agenda item in the proxy form without the need to take any action according to the procedure for using the electronic means meeting system. The Company has provided three types of proxy forms, namely Proxy Form A., Form B., and Form C. in compliance with the formats provided by the Department of Business Development, Ministry of Commerce (Attachment 9).

Procedures on the Appointment of a Proxy

- 1) General shareholder shall select either Form A. or Form B.

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- 2) A shareholder listed in the share register book as a foreign investor who appoints a custodian in Thailand to hold his/her shares in custody shall select Proxy Form C.
- 3) An ordinary shareholders may appoint a person of his/her choice or any one of the independent directors of the Company (Attachment 6) to act as his/her proxy by indicating such person's name and details or making a mark in front of the name of the independent director he/she wishes to appoint in the Proxy Form. A shareholder is entitled to appoint only one person or one independent director as his/her proxy to attend the shareholders meeting on his/her behalf. In this regard, a shareholder must submit a Proxy Form via online system in accordance with (A) above.
- 4) Juristic person and fund shareholders can appoint a proxy to any person according to the wishes of the shareholders or any one of the independent directors of the Company (Attachment 6), by specifying the name and details of the person the shareholder wishes to appoint as a proxy or put a mark in front of the independent director's name as specified by the Company in the proxy form. Only one person shall be selected as a proxy to attend the meeting. In this regard, the proxy form must be submitted via e-mail [awcformeeting@assetworldcorp-th.com](mailto:awcformeeting@assetworldcorp-th.com) or by registered mail to the Company Secretary, Asset World Corp Public Company Limited, No. 1 Empire Tower, 52<sup>nd</sup> Floor, South Sathorn Road, Yannawa Sub-district, Sathorn District, Bangkok 10120, from 27 March 2024 to 17 April 2024.

For the compliance of the rules of the Notification of the Capital Market Supervisory Board No. TorJor. 79/2564 Regarding the Criteria for the Proxy Solicitation to Attend the Meeting and Vote on the Shareholders' Behalf, the Company would like to inform as follows:

- Shareholders should study the details of the meeting agenda before deciding to appoint a proxy.
- If the shareholder who have appointed the proxy have already voted in advance, in each agenda in Proxy Form B., the Company will record the votes as you have specified in the proxy form. On the other hand, if the shareholder appointed an independent director of the Company as a proxy and did not vote in advance in the Proxy Form, the independent director who is the proxy will proceed the voting as deemed appropriate and suitable.

In addition, if the Company fails to record the votes as you have specified in the Proxy Form and if you have been damaged from such actions of the Company, you may take legal action accordingly.

- If you wish to cancel the appointment of proxy, you can do so by notifying the Chairman of the Board of Directors in writing via e-mail [awcformeeting@assetworldcorp-th.com](mailto:awcformeeting@assetworldcorp-th.com) prior to the meeting (by 26 April 2024, at 15.00 hrs.).
- 5) In this regard, a shareholder may not divide the shares for the appointment of more than one proxy to split the vote, and a shareholder may appoint a proxy to cast a vote by the number of shares held by such shareholder. The appointment of a proxy of less than the total number of shares held by a shareholder is not allowed except that the custodian is appointed by a foreign investor and appoints the custodian to hold his/her shares in custody in accordance with Proxy Form C.

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- 6) A shareholder shall affix the stamp duty of THB 20 and cross out such stamp duty with the date affixed thereto for the purpose of legality.

**Evidence Required for Attending the Meeting**

**1. Natural person**

(1) Attending in person

- Registration Form signed by the shareholder; and
- A copy of valid identification document of the shareholder, issued by a governmental authority, e.g., national identification card, government official identification card, driver's license, or passport (please submit the evidencing document if there is any change of the name or surname)

(2) Appointment of an independent director of the Company as a proxy

- Proxy Form A. or Proxy Form B., correctly and completely filled in, signed by the shareholder and completely affixed with stamp duty; and
- A copy of an identification document of the grantor in accordance with 1 (1), certified a true copy by the grantor

(3) Appointment of others as a proxy

- Registration Form;
- Proxy Form A. or Proxy Form B., correctly and completely filled in, signed by the grantor and the proxy, and completely affixed with stamp duty;
- A copy of valid identification document of the grantor, issued by a governmental authority, e.g., national identification card, government official identification card, driver's license, or passport (please submit the evidencing document if there is any change of the name or surname), certified a true copy by the grantor; and
- A copy of valid identification document of the proxy, issued by a governmental authority, e.g., national identification card, government official identification card, driver's license, or passport (please submit the evidencing document if there is any change of the name or surname), certified a true copy by the proxy.

**2. Juristic person**

(1) A representative of a juristic person (authorized director) attending the meeting in person

- Registration Form signed by the representative of the juristic person (authorized director), with the Company seal affixed (if any);
- A copy of the affidavit of the juristic person, issued by the Department of Business Development, Ministry of Commerce, which shows that the representative of the juristic person (authorized director) attending the meeting in person, is authorized to act on behalf of the juristic person which is a shareholder, issued no earlier than 6 months prior to the meeting, and certified a true copy by the representative of the juristic person (authorized director), with the Company seal affixed (if any); and
- A copy of identification document of the representative of the juristic person (authorized director), who can sign on behalf of the juristic person, certified true copy in accordance with 1 (1).

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- (2) Appointment of an independent director of the Company as a proxy
- Registration Form;
  - Proxy Form A. or Proxy Form B., correctly and completely filled in, and signed by the representative of the juristic person (authorized director), with the Company seal affixed (if any) and completely affixed with stamp duty;
  - A copy of an identification document of the juristic person in accordance with 2 (1); and
  - A copy of an identification document of the representative of the juristic person (authorized director) who can sign on behalf of the juristic person, certified a true copy, in accordance with 1 (1).
- (3) Appointment of others as a proxy
- Registration Form signed by the proxy;
  - Proxy Form A. or Proxy Form B., correctly and completely filled in, and signed by the representative of the juristic person (authorized director) and the proxy, with the Company seal affixed (if any) and completely affixed with stamp duty;
  - A copy of an identification document of the juristic person in accordance with 2 (1);
  - A copy of an identification document of the representative of the juristic person (authorized director) who can sign on behalf of the juristic person, certified a true copy, in accordance with 1 (1); and
  - A copy identification document of the proxy, certified true copy in accordance with 1 (1).

**3. A juristic person registered outside the country**

- Registration Form signed by the proxy; and
- Proxy Form C. correctly and completely filled in and signed by the representative of the juristic person (authorized director) and the proxy, with the Company seal affixed (if any) and completely affixed with stamp duty.

(1) Documents from the shareholder

- A copy of the affidavit of the juristic person which is a shareholder, which is issued by a government agency of such country (which shows that the representative of the juristic person (authorized director), who signs as the grantor, is authorized to act on behalf of the juristic person which is a shareholder), issued no earlier than one year prior to the meeting, and certified a true copy by the representative of the juristic person (authorized director), with the Company seal affixed (if any);
- A copy of an identification document of the representative of the juristic person (authorized director), who signs the proxy form, in accordance with 1 (1); and
- A copy of the power of attorney from the shareholder, which is a foreign investor, appointing the custodian to attend the meeting and cast a vote, certified a true copy by the representative of the juristic person (authorized director), with the Company seal affixed (if any).

(Translation)

(2) Documents from the custodian

- A copy of the power of attorney in which the custodian authorizes its director or executive or employee to appoint any other employee or person to attend the meeting on behalf of the shareholder, certified a true copy by the director or the executive or the employee of the custodian, who is the grantor;
- A document or a copy of a permit confirming the custodian's authority, certified a true copy by the grantor;
- A copy of an identification document of the grantor in accordance with 1 (1); and
- A copy of identification document of the proxy in accordance with 1 (1).

(3) In the case of appointing multi-level of attorney-in-fact prior to granting proxy to custodian:

- The power of attorney for every level of attorney-in-fact must be complete. The power of attorney must contain the provision that permits the appointment of sub-attorney; and
- Copies of identification documents in accordance with 1 (1) for all levels of attorney-in-fact, certified as true by affixing the signature of the grantor of attorney (in the case of juristic person, please affix the signature of the authorized directors of the grantor of attorney).

In this regard, in the case that the document is produced outside Thailand, such document shall be notarized by a notary public. In the case that the original document is not in English, the English translation shall be required and shall be certified the correct translation by the shareholder or the authorized director.