

Document required for attending the Meeting and for Proxies**1. Natural person****1.1 *Thai nationality***

- (a) Identification card of the shareholder (personal I.D. or identification card of government officer or identification card of state enterprise officer or driving licence), and the evidence of the name change must also be presented (if any); or
- (b) In case of proxy, copy of identification card of the shareholder and the proxy

1.2 *Non-Thai nationality*

- (a) Passport of the shareholder; or
- (b) In case of proxy, copy of passport of the shareholder and copy of identification card or passport (in case of a foreigner) of the proxy

2. Juristic person**2.1 *Juristic person registered in Thailand***

- (a) Copy of corporate affidavit, issued within one (1) year by Department of Business Development, Ministry of Commerce; and
- (b) Copy of identification card or passport (in case of a foreigner) of the authorised director(s) who sign(s) the proxy form including identification card or passport (in case of a foreigner) of the proxy

2.2 *Juristic person registered outside of Thailand*

- (a) Copy of corporate affidavit; and
- (b) Copy of identification card or passport (in case of a foreigner) of the authorised director(s) who sign(s) the proxy form including identification card or passport (in case of a foreigner) of the proxy

A copy of the documents must be certified true copy. For original documents prepared in any language, other than the English language, an English translation is required. The shareholder or the authorised director(s) must also certify that translation as a true and correct one.

A shareholder or a proxy may register and submit the required documents or evidence for inspection at the meeting from 11.30 A.M. on 3rd August 2020.

Voting Method

1. Each shareholder has one vote for each share. Shareholders may vote for or against or abstain from voting on any agenda based on the full number of votes they have. Shareholders may not divide their votes, except for custodians who are proxies of foreign shareholders.
2. The Company has specified the number of votes required to approve each agenda in the invitation letter, and will confirm it to shareholders prior to voting on the relevant agenda.
3. In voting on each agenda, except for agenda item 5, regarding appointment of directors, if shareholders wish to vote disapprove or abstain from voting on such agenda, shareholders are asked to clearly indicate their votes on the ballots and raise their hands. Officers will collect the ballots for vote counting whereby ballots will be processed based on votes marked thereof.

The remaining votes, apart from the votes in disapproval or abstention, will be considered as affirmative votes for such agenda.

4. For agenda item 5, regarding appointment of directors, all shareholders are asked to indicate their votes, whether approval, disapproval or abstention, on the ballots, and deliver them to officers for vote counting. The Company will collect all ballots, irrespective of whether the votes indicated are for approval, disapproval or abstention. Before the voting on this agenda, explanation of the voting procedures will be given to shareholders again.
5. In the vote-counting process for each agenda, the votes cast in disapproval or abstention, as indicated on the ballots, and the invalid votes (if any) will be deducted from the total votes of the shareholders in attendance during the consideration of such agenda. The remaining votes, apart from the votes in disapproval or abstention and the invalid votes, will be considered as affirmative votes for such agenda.

Ballots which are not clearly indicated as to how shareholders or proxies intend to vote, such as ballots marked both "approve" and "disapprove," ballots with unclear marks, or ballots which are crossed out without signatures, will be regarded as invalid ballots.