

## Details of documents or evidences to be presented before attending the meeting

### 1. In case the shareholder attends the meeting in person:

- Individual shareholder whose nationality is Thai shall present citizen identification card or civil servant identification card.
- Individual shareholder who is foreigner shall present certificate of alien registration or passport or document used in lieu of passport.
- If first or last name has been changed, evidence verifying such change shall be presented.

### 2. In case the shareholder attends the meeting via proxy:

- Any shareholder represented by proxy shall appoint only one proxy to attend the meeting and vote in accordance with a form of proxy instrument attached hereto.
- The shareholder represented by proxy may express his/her intention to approve, disapprove or abstain the vote on each agenda in the proxy instrument. The proxy shall vote in accordance with the intention of such shareholder.
- The proxy shall submit the proxy instrument to the Chairman of the meeting or the person assigned by the Chairman before the meeting commences. The proxy instrument shall be duly completed and signed. Each amendment or deletion of important contents must be affixed with signature of the shareholder. The proxy instrument shall be affixed with THB 20 stamp duty.

#### Required documents for the appointment of proxy:

- Proxy instrument which is completely filled in all items together with duly signed by grantor and proxy.
- Certified true and correct copy of the grantor's citizen identification card or civil servant identification card with if the individual shareholder is a Thai citizen.
- Certified true and correct copy of the grantor's certification of alien registration or passport or documents used in lieu of passport if the individual shareholder is a foreigner.
- Relevant documents, if the shareholder is a juristic person:
  - Thai juristic person:
    - (1) A copy of Affidavit issued by Ministry of Commerce or competent authority not exceeding 6 months, certified true and correct by the authorized director(s) of such juristic person
    - (2) Certified true and correct copy of citizen identification card or civil servant identification card the authorized director(s) who sign certified true copy.
  - Foreign juristic person:
    - (1) Copy of Certificate of Incorporation of Affidavit certified by notary public or official with similar authority not exceeding 1 year.
- In the case of foreign institutional investors which appoints commercial bank as Custodian and have passed the Know Your Customers ("KYC") and Customer Due Diligence ("CDD") processes of the Custodian bank, the Custodian bank is entitled to the rights as confer by letter of proxies from shareholders without any further identification documents of the shareholders.
- Any shareholder may be represented at the 2018 Annual General meeting of shareholders by proxy or by appointing the following Company's Independent Director to vote on his/her behalf:

Pol. Lt. Gen. Visanu Prasattongosoth (Independent Director and Chairman of the Audit Committee)  
878/60, Narasiri Village, Pattanakarn Road, Srinakarin Sub-district, Suanluang District, Bangkok 10250

or

Mr. Phaiboon Siripanoosatien (Independent Director and Member of the Audit Committee)  
260 Tiamruammit Road Samsen Nok Sub-district, Huaykwang District, Bangkok 10310

- The shareholder desiring to appoint the Company's Independent Director to be his/he proxy shall send the proxy instrument being prepared and executed in accordance with the rules mentioned above to the Company Secretary together with relevant documents. The proxy instrument shall be received by the Company at least 1 day prior to the date of the meeting.
- The proxy desiring to attend the meeting shall present his/her citizen identification card/civil servant identification card/passport (in case of foreigner) for registration.

**3. In case of shareholder deceases**

A state administrator shall present in the meeting in person or by proxy. Court's order appointing state administrator certified by the competent officer and issued not exceeding 6 months before the date of the meeting shall be presented.

**4. In case the shareholder is a minor**

Parent or legal guardian of the shareholder shall present in the meeting in person or by proxy. Copy of House Registration of the shareholder shall also be presented.

**5. In case the shareholder is incompetent or quasi-incompetent**

A guardian or custodian of the shareholder shall present in the meeting in person or by proxy. Court's order appointing guardian or custodian certified by the competent officer and issued not exceeding 6 months before the date of meeting shall be presented.