

## Details of Documents and Evidence to be Presented for the Shareholders' Meeting Registration

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

- Notice to the Meeting (Registration Form with QR Code)
- For Thai individual shareholders, please present your ID card or official identification card.
- For foreign individual shareholders, please present your alien identification card, passport or a document used in lieu of a passport.

In the case of a change in name-surname of a shareholder, please present evidence certifying such change. If the shareholder is a juristic person:

- In case a shareholder is a juristic person:
  - Notice to the Meeting (Registration Form with QR Code)
  - For Thai juristic person: (1) A copy of Affidavit issued by the Ministry of Commerce or competent authority not exceeding 6 months, certified true and correct by the authorized director(s) of such juristic person and (2) the citizen identification card, civil servant identification card, alien identification card, passport or a document used in lieu of a passport of the authorized person(s) who sign certified true copy.
  - For foreign juristic person: (1) A copy of Certificate of Incorporation or Affidavit certified true and correct by the authorized person(s) of such juristic person which shall be certified by competent authority or notary public not exceeding 1 year and (2) the citizen identification card, civil servant identification card, alien identification card, passport or a document used in lieu of a passport of the authorized person(s).

### 2. In case the shareholder attends the meeting via proxy to attend the meeting at the meeting venue:

- If shareholders are unable to attend the 2024 Annual General Meeting of Shareholders, they may appoint any person as their proxy or designate the Company's Independent Director to vote on their behalf.
- Shareholders wishing to delegate a proxy are requested to authorize only one proxy to attend the meeting and vote in accordance with the attached proxy form.
- The proxy grantor can indicate their voting preferences on each agenda item of the meeting—whether they agree, disagree, or choose to abstain, as specified in the proxy form. The proxy will then vote according to the grantor's wishes.

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

- Notice to the Meeting (Registration Form with QR Code)
- Proxy Form, which is completely filled in all items together with duly signed by both the grantor and proxy. The Company will facilitate the affixing of duty stamps in the proxy form for shareholders and proxies.
- In case of Thai individual shareholder, certified true and correct copy of the grantor's citizen identification card or civil servant identification card are required to be presented.
- In case of foreign individual shareholder, certified true and correct copy of the grantor's certification of alien registration or passport or documents used in lieu of passport are required to be presented.
- ID card, official identification card, alien identification card, passport or a document used in lieu of a passport of a proxy.
- In case of a juristic person shareholder:
  - Thai juristic person: (1) A copy of Affidavit issued by the Ministry of Commerce or competent authority not exceeding 6 months, certified true and correct by the authorized director(s) of such juristic person and (2) Certified true and correct copy of citizen identification card, civil servant identification card, alien identification card, passport or a document used in lieu of a passport of the authorized person(s) who sign certified true copy.

- Foreign juristic person: (1) A copy of Certificate of Incorporation or Affidavit certified true and correct by the authorized director(s) of such juristic person and (2) Certified true and correct copy of citizen identification card, civil servant identification card, alien identification card, passport or a document used in lieu of a passport of the authorized person(s) which shall be certified by competent authority or notary public not exceeding 1 year.
- ID card, official identification card, alien identification card, passport or a document used in lieu of a passport of a proxy.
- In 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 proxy form from shareholders without any further identification documents of the shareholders. The Custodian shall present the documents specified in the Proxy Form C, which can be downloaded at [www.fnsyrus.com](http://www.fnsyrus.com) .
- In case shareholders represented at meeting by appointing the Company's Independent Director to vote on his/her behalf, the shareholders may choose to appoint Mr. Kittisak Bencharit (Independent Director and member of the Audit Committee).
- Shareholders who would like to appoint an independent director of the Company as a proxy shall submit the Proxy Form that has been completely prepared and executed in accordance with the procedure mentioned above to the Company Secretary via E-mail address: [companysecretary@fnsyrus.com](mailto:companysecretary@fnsyrus.com) or by post to the Office of the Company Secretary and Shareholder Engagement, Finansia Syrus Public Company Limited, 719 MINT TOWER Building, 8<sup>th</sup> Floor, Banthat Thong Road, Wang Mai Sub-district, Pathum Wan District, Bangkok 10330 or fax to 02 680 0769 within 19 April 2024.

**3. In case the shareholder deceases**

An administrator shall present in the meeting in person or by proxy. Court's order appointing administrator certified by such administrator 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 such guardian or custodian shall be presented.