

## **Rules and Procedures for Attending the Meeting, Grant of Proxy and Voting**

Before attending a Meeting, each Shareholder must show any of the following documents:

### **1 Individual Shareholders**

- 1.1 In case of an individual Shareholder Attending the Meeting in person, an original of a valid document containing the photo of such person issued by the Government Agency, such as Identification Card, Driver Licence or Passport.
- 1.2 In case of a Shareholder represented by proxy Attending the Meeting:
  - (a) a proxy in the form attached to the invitation of the Meeting, accurately completed and signed by the Shareholder and the proxyholder;
  - (b) a copy of the documents of the Shareholders issued by the Government Agency containing the details specified in paragraph 1.1 above, certified true by the Shareholder;
  - (c) an original documents of the proxyholder issued by the Government Agency containing details specified in paragraph 1.1 above.

### **2 Juristic Shareholders**

- 2.1 Unless otherwise provided in paragraph 2.2 below, in case of a representative of juristic Shareholder Attending the Meeting in person, the following documents will be required:
  - (a) original documents of the representative issued by the Government Agency containing details specified in paragraph 1.1 above;
  - (b) a copy of affidavit of the juristic Shareholders containing a statement indicating that such representative has been duly authorised to act on its behalf, certified true by its representative.
- 2.2 In case where the juristic Shareholder is represented by a proxy:
  - (a) a proxy in the form attached to the invitation of the Meeting, accurately completed and signed by the Shareholder and the proxyholder;
  - (b) a copy of affidavit of the juristic Shareholders containing a statement indicating that such representative has been authorised to act on its behalf, certified true by its representative;
  - (c) original documents of the proxyholder issued by the Government Agency containing the details specified in paragraph 1.1 above.

### **3 Non-Thai Individual Shareholders or Non-Thai Juristic Persons Established under Foreign Laws**

Subject to the provisions set out below, paragraphs 1 and 2 shall apply *mutatis mutandis* to Shareholders who are non-Thai or juristic persons established under foreign laws, as the case may be:

- (a) Affidavit of juristic persons may be issued by the Government Agency of the country in which such juristic person has been established or by its authorised officer. However, the Affidavit of the juristic person must contain details regarding its name, name of the person authorised to sign on its behalf and relevant conditions or limitation and its registered office.
- (b) Original documents which are neither in Thai nor in English must be submitted together with Thai or English translation, certified true and correct by its authorised officer.