

## **Documents or evidence for attending the Shareholders' Meeting**

### 1. For the shareholder in person

#### 1.1 The natural person shareholder (Thai or foreign nationality)

The shareholder shall present his/her identification such as a citizen identification card, a government officer identification card, a state enterprise officer identification card, a passport or any other identification card, which has his/her photograph and was issued by a government agency.

#### 1.2 The juristic person (Thai or foreign nationality)

The authorized person of the juristic person shareholder shall present a certificate of juristic person registration issued by the registrar of the companies or any other evidence or a photocopy of such certificate certified by the registrar (each certificate is valid for 6 months). The authorized person of the juristic person shall also present evidence of his/her authorization and identification card as stated in 1.1.

### 2. For the proxy

#### 2.1 The proxy of a natural person shareholder residing in Thailand shall submit the following documents before attending the Meeting;

2.1.1 The proxy form (as attached to the notice of shareholders' meeting) containing accurate required data with signatures of the shareholder and the proxy.

2.1.2 A certified photocopy of the shareholder's identification card (as stated in 1.1)

2.1.3 A certified photocopy of the proxy's identification card (as stated in 1.1)

#### 2.2 The proxy of a Thai natural person shareholder residing outside Thailand shall submit the following documents before attending the Meeting;

2.2.1 The proxy form (as attached to the notice of shareholders' meeting) containing accurate required data with signatures of the shareholder and the proxy.

2.2.2 A certified photocopy of the shareholder's identification card (as stated in 1.1)

2.2.3 A certified photocopy of the proxy's identification card (as stated in 1.1)

#### 2.3 The proxy of a foreign natural person shareholder residing outside Thailand shall submit the following documents before attending the Meeting;

2.3.1 The proxy form (as attached to the notice of shareholders' meeting) containing accurate required data with signatures of the shareholder and the proxy.

2.3.2 A certified photocopy of the shareholder's identification card (as stated in 1.1)

- 2.3.3 The signatures appeared in documents stated in 2.3.1 and 2.3.2 must be certified by the Thai embassy or consul in that country or notary public or other authorized persons that should not be later than a year.
- 2.3.4 A certified photocopy of the proxy's identification card (as stated in 1.1)
- 2.4 The proxy of a juristic person registered within Thailand shall submit the following documents before attending the Meeting;
  - 2.4.1 The proxy form (as attached to the notice of shareholders' meeting) containing accurate required data with signatures of the shareholder and the proxy.
  - 2.4.2 A photocopy of the certificate of juristic person registration issued by the registrar certified by an authorized person of the juristic person (each certificate is valid for 6 months).
  - 2.4.3 A certified photocopy of the identification card (as stated in 1.1) of the authorized person of the juristic person
  - 2.4.4 A certified photocopy of the proxy's identification card (as stated in 1.1)
- 2.5 The proxy of a juristic person registered outside Thailand shall submit the following documents before attending the Meeting;
  - 2.5.1 The proxy form (as attached to the notice of shareholder's meeting) containing accurate required data with signatures of the shareholder and the proxy.
  - 2.5.2 A certified photocopy of the certificate of registration or other documents that identify the name of an authorized person.
  - 2.5.3 A certified photocopy of the identification card (as stated in 1.1) of the authorized person of the juristic person
  - 2.5.4 The signatures appeared in documents stated in 2.5.1, 2.5.2 and 2.5.3 must be certified by the Thai embassy or consul in that country or notary public or other authorized person that should not be later than a year.
  - 2.5.5 A certified photocopy of proxy's identification card (as stated in 1.1)
- 2.6 In case of the foreign shareholder who appoints the Custodian in Thailand to be in charge of his/her shares, the following evidences shall be submitted with the proxy form.
  - 2.6.1 Evidence stating authorization from the shareholder to the custodian to sign the Proxy Form on behalf of him/her.
  - 2.6.2 Evidence confirming that the person who signed on the Proxy Form is a licensed Custodian.
- 2.7 A shareholder may grant a proxy to only one person to attend the meeting and to cast the vote. The number of shares held by a shareholder may not be divide into several portions and granted to more than one proxy in order to divide the votes.

(Translation)

- 2.8 Affix with Baht 20 duty stamp which shall be crossed out and dated the date of execution of such Proxy for validation and legal binding effect.
- 2.9 Submit the completed Proxy Form affixed with duty stamp and required documents via registered mail to;

Investor Relation Department  
Jubilee Enterprise Public Company Limited  
179 Bangkok City Tower 10th Floor,  
South Sathorn Road, Sathorn, Bangkok 10120

- 2.10 In case that the attendant changed his/her title-name-surname, please present to the registration officials the document certifying such changes.
- 2.11 The Company reserves the right to allow only the attendant whose documents are complete and accurate to participate in the Meeting.

**Shareholder or proxy shall present and submit the following documents to the registration officials from 12.30 p.m. on the meeting date Monday 27 July 2020**