

## Attachment

### Guideline for documents and evidences to be declare on the Annual General Meeting of Shareholders Of SiS Distribution (Thailand) Public Company Limited

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Shareholders or proxy holders have to register and present all documents and evidences before attending the Meeting as follow:

**1. In case the shareholder attends the meeting by himself.**

- 1.1 The shareholder is an ordinary person and Thai nationality. The shareholder shall present copy of ID card, government officer ID card, Driving License which is still valid and certified true copy by shareholder.
- 1.2 The shareholder is an ordinary person and foreign nationality. The shareholder shall present passport which is still valid and certified true copy by shareholder.

**2. In case of proxy.**

- 2.1 Completely filled in Proxy Form and signed by the shareholder, fixed stamp (10 baht)
- 2.2 If the shareholder is an ordinary person. Please present all personal documents in clause 1.
- 2.3 If the shareholder is a Juristic Person.
  - 2.3.1 Juristic Person, Thai nationality.
    - Please present copy of company registration certificates of the shareholders issued by the Ministry of Commerce, which shall be valid not more than 3 months before the meeting date and copy certified true copy by authorized directors.
    - Please present the document of authorized directors who certified the above certificates.
      - If authorized directors are Thai nationality, please present copy of ID card, government officer ID card, Driving license which is still valid and certified true copy by card owner.
      - If authorized directors are Foreign nationality, please present copy of passport which is still valid and certified true copy by passport owner.
  - 2.3.2 Juristic Person, Foreign nationality.
    - Please present copy of company registration certificates that show detail of juristic name, address of head office, authorized director name with authority, other conditions and limitations which shall be valid not more than 3 months before the meeting date and copy certified true copy by authorized directors to Notary Public and certified by Thai Consul.
    - Any document, which is not made in English must be translated into English and duly certified true and correct translation by the authorized directors of such juristic person.

- Please present the document of authorized directors who certified of such Juristic Person.
  - If authorized directors are Thai nationality, please present copy of ID card, government officer ID card, Driving license which is still valid and certified true copy by card owner.
  - If authorized directors are Foreign nationality, please present copy of passport which is still valid and certified true copy by passport owner.

2.4 Please present the document of Proxy Holder.

2.4.1 If authorized directors are Thai nationality, please present copy of ID card, government officer ID card, Driving license which is still valid and certified true copy by card owner.

2.4.2 If authorized directors are Foreign nationality, please present copy of passport which is still valid and certified true copy by passport owner.