



Instructions for the meeting registration, the meeting attending and identity verification documents for attending and vote for the meeting.

1. Meeting Registration

The Company has provided shareholders with the channel for the Annual General Meeting of Shareholders registration via electronic system in advance. The shareholder can register via the following options:

1.1 Self-registration via electronic system which the shareholders can register and upload registration documents in the below website or QR Code during April 12th, 2023, at 09:00 hrs. until April 21st, 2023, at 16:00 hrs. Registration procedures can be found in the attached Electronic Shareholder Meeting User Manual (attachment no.9)

Website:

<https://portal.eservice.set.or.th/Account/Login?refer=TrnyOyOI7wY97OenhCMBCGR%2fhr7frsqTSfMKhSlcONgk5edW8erLdg%3d%3d>

QR Code:



1.2 Register by sending documents to the Company which the shareholders can register and upload registration documents in below website or QR Code during April 12th, 2023, at 09:00 hrs. until April 20th, 2023, at 16:00 hrs.

Website:

<https://forms.gle/ZARF7uBXEtVZZECw7>

QR Code:





2. E-meeting attending

On the shareholders' meeting date, the Company shall open the e-Meeting room for the shareholders from 13:00 hrs. on April 21st, 2023. E-meeting attending procedures can be found in the attached Electronic Shareholder Meeting User Manual (attachment no.9)

3. Documents Verifying Eligibility to Attend the Meeting

The attendants are required to prepare the following documents for registration and attending the E-Meeting

For shareholder who is Thai ordinary person

3.1 In case of attendance in person

3.1.1 A valid identification document issued by the government agency which bears the photograph and name-surname of the shareholder, such as National ID card, Government Official ID, Driver License or passport, including proof document of change in name or surname (if any).

3.2 In case of proxy appointment

3.2.1 Any Proxy Form attached with the Invitation letter, which completely filled in and signed by the grantor and the proxy.

3.2.2 Certified true and correct copies of the identification document issued by a government agency, as specified in item 3.1.1, of the grantor.

3.2.3 The proxy's identification document issued by a government agency, as specified in item 3.1.1.

For shareholder who is Justic Person registered in Thailand

3.3 In case of attendance in person by the authorized representative

3.3.1 The identification document of the representative issued by a government agency, as in the case of the shareholder being an ordinary person as specified in item 3.1.1

3.3.2 Certified true and correct copy of Affidavit or Certificate of Incorporation of the juristic shareholder signed by the juristic person's representative, which shows that the representative attending the Meeting is authorized to act on behalf of the juristic person shareholder.

3.4 In case of appointment of a proxy

3.4.1 The Proxy Form, attached with the Invitation Letter of the Meeting, completely filled in and signed by the juristic person's representative as grantor and signed by the proxy.

3.4.2 Certified true and correct copy of Affidavit or Certificate of Incorporation by the juristic person's representative, which shows that the representative signing the proxy is authorized to act on behalf of the juristic person shareholder.

3.4.3 The proxy's identification document issued by a government agency, as in the case of the shareholder being an ordinary person, specified in item 3.1.1



3.4.4 Certified true and correct copy of the identification document issued by a government agency of the representative who signed on the proxy form as in the case of the shareholder being an ordinary person, specified in item 3.1.1. The document shall be signed by such representative.

In case of the shareholder is non-Thai person or Juristic Persons Incorporated under Foreign Law

The participants shall prepare documents similar to the case of an ordinary person or juristic person. The following identification documents are required (as the case may be):

- Certified true and correct copy of passport of the shareholder or representative of a juristic person or proxy (as the case may be).
- Certified true and correct copy of Affidavit or Certificate of Incorporation of such juristic person, issued by the government agency of the country where such juristic person is situated, signed by a representative of such juristic person, provided that such an Affidavit or Certificate of Incorporation must contain the name of the juristic person, authorized signatory, conditions or limitations of authorized signatories, and the location of the head office.
- Any documents without a master copy in the English language must be attached with an English translation, to be certified true by the shareholder or representative of the juristic person

In case of the shareholder is Foreign Shareholders Appointing a Custodian in Thailand

- Documents similar to the case of a juristic person.
- Power of Attorney granted by the shareholder to authorize the custodian to sign the Proxy Form on his/her behalf.
- Certification Letter of the custodian who signs the Proxy Form, which shows that the custodian is permitted to engage in the business of custodian

3. Communication channel for inquiries about the meeting attending registration

The shareholder can ask for more information about the meeting attending registration via:

- Tel : +66 2020 3316
- E-mail : investorinfo@sisthai.com