

**IDENTIFICATION DOCUMENTS TO VERIFY RIGHT TO ATTEND  
THE SHAREHOLDERS' MEETING**

**Documents required to attend the meeting**

**1. Shareholder as an individual**

- 1.1 Shareholder attending the meeting in person is requested to provide a certified true copy of the valid documents of the shareholder issued by governmental authorities, e.g., identification card, government officer identification card, or passport (for foreigners) and **signs to certify as a true copy.**
- 1.2 Proxy attending the meeting
  - a) The completed proxy form, duly signed by both shareholder and the proxy, along with a 20 Baht stamp duty;
  - b) A certified true copy of the valid document of the shareholder issued by governmental authorities e.g., identification card, government officer identification card, or passport (for foreigners) and **signs to certify as a true copy.**
  - c) A certified true copy of the valid document of the proxy issued by governmental authorities e.g., identification card, government officer identification card, or passport (for foreigners) and **signs to certify as a true copy.**
  - d) The completed proxy form together with the required documents must be submitted to the system or by post.

**2. Shareholder as a juristic person registered in Thailand**

- 2.1 Shareholders attending the meeting
  - a) A certified true copy of the valid document of the authorized signatory of the shareholder issued by governmental authorities e.g., identification card, government officer identification card, or passport (for foreigners) and **signs to certify as a true copy.**
  - b) A copy of the corporate affidavit, issued by the Department of Business Development, Ministry of Commerce not more than 3 months prior to the Meeting date and **certified by the authorized signatory of such juristic person.** Please see the remark for shareholders being juristic persons registered overseas.
- 2.2 Proxy attending the meeting
  - a) The completed proxy form, duly signed by both the proxy and the authorized signatory of the shareholder with the company seal affixed (if any), and 20 Baht stamp duty.
  - b) A copy of the corporate affidavit, issued by the Department of Business Development, Ministry of Commerce not more than 3 months prior to the Meeting date **and certified by the authorized signatory of such juristic person.** Please see the remark for shareholders being juristic persons registered overseas.

- c) A certified true copy of the valid document of the authorized signatory of such juristic person issued by governmental authorities e.g., identification card, government officer identification card, or passport (for foreigners) and **signs to certify as a true copy.**
- d) A certified true copy of the valid document of the proxy holder issued by governmental authorities e.g., identification card, government officer identification card, or passport (for foreigners) and **signs to certify as a true copy.**
- e) The completed proxy form with the required documents must be submitted to the system or by post.

**Remark:** Regarding shareholders registered as juristic persons overseas.

- A copy of the certificate of incorporation issued by the regulatory body of the country where the juristic person is domiciled. The certification of incorporation shall be notarized by a Notary Public no longer than 12 months.
- The document with the original copy written in a language other than English must be submitted together with the English translation. The translation copy must be certified by the juristic person's authorized person.

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