

documents to identify shareholders  
or their proxies who are eligible to attend the meeting and vote

Attendance Registration

Registration start at 12.00 hrs., on 28 April 2022, onwards, at Auditorium room, 3<sup>rd</sup> Floor, C ASEAN, ThaiBev Quarter, 62 Ratchadapisek Road, Klongtoey Bangkok 10110, Thailand. Shareholders or their proxies may register their attendance by presenting the following documents at the registration desk before entering the meeting room.

**1) Attendance in person**

A shareholder who attends the meeting in person is required to present/furnish the following documents at the registration desk before entering the meeting room.

1.1) For an individual Shareholders

Thai citizen	Non-Thai citizen
1. I.D. card; or 2. Government officer I.D. card; or 3. State enterprise employee I.D. card; or 4. Driver’s license Which is still valid	Passport (still valid)

1.2) For a juristic entry Shareholder (attending by its authorized director)

Juristic entity incorporated in Thailand	Juristic entity incorporated outside Thailand
1. The Affidavit of such entity issued by the Department of Business Development, Ministry of Commerce for a period of no longer than 1 year before the meeting date; <b>and</b> 2. I.D. card or passport (in case of a foreigner) which is not yet expired or the authorized director(s) who attend(s) the meeting.	1. The Affidavit of such entity issued no longer than 1 year, stating information of entity’s name, address of head quarter and a statement showing that the attending director is the authorized director of such entity; and 2. I.D. card or passport (in case of a foreigner) which is not yet expired of the authorized director(s) who attend(s) the meeting.

## 2) Attendance by proxy

2.1) In the case that the Shareholders wishes to appoint a proxy to attend the meeting on her/his/its behalf, the said Shareholders must select one of the enclosed Proxy Forms as appropriate, fill it out, sign it and submit it together with the following documents to the Company's staff at the registration:

2.1.1) In the case the Shareholder is an individual:

- (a) a copy of an I.D. Card; or a government officer I.D. Card; or a State enterprise employee I.D. Card; or a Driver's license; or a passport (in case of a foreigner) of the Shareholder which is not expired certified by the Shareholders; and
- (b) a copy of an I.D. Card; or a Government officer I.D. Card; or a State enterprise employee I.D. Card; or a Driver's license; or passport (in case of a foreigner) of the proxy which is not expired certified by the proxy.

2.1.2) In the case the Shareholders is a juristic entity:

- (a) Juristic entity incorporated in Thailand: The Affidavit of such entity issued by the Department of Business Development, Ministry of Commerce, for a period of no longer than 1 year before the meeting date, or  
The juristic entity incorporated outside Thailand: The Affidavit of such entity issued no longer than 1 year, stating information of entity's name, address of head quarter and a statement showing that the attending director is the authorized director of such entity;
- (b) a copy of an I.D. Card; or a Government officer I.D. Card; or a State enterprise employee I.D. Card; or a Driver's license; or passport (in case of a foreigner) which is not yet expired of the proxy certified by the proxy.

In case the original document is not in English, it shall be translated into English and certified correct translation by the authorized person of such juristic person.

In the case that the foreign institution shareholder appoints a commercial bank in Thailand as its custodian, the documents in 2.1.2 (a) and (b) may not be required, given that the custodian has provided sufficient proof already. However, the Company reserves the right to request any further documents as it deems appropriate.

2.1.3) In order to facilitate all Shareholders' participation, in the event that any Shareholder cannot attend the meeting in person and cannot find a proxy, such Shareholder may appoint one of the

designated Independent Directors as her/his/its proxy to attend and vote on her/his/its behalf, and submit the completely filled out and signed proxy form to the Company Secretary in advance not later than 27 April 2022.

2.2) All photocopies must be certified true and correct by the relevant Shareholder one each and every page of the photocopies. In the case of documents produced or executed outside Thailand, such documents must be notarized by a notary public.

2.3) Each Proxy Form must be affixed with duty stamp(s) for the value of Baht 20.

2.4) In order to protect the rights of the Shareholders, enclosed herewith are the following 3 types of Proxy Forms as prescribed by the Registrar of Public Limited Companies under the Regulation of the Department of Business Development, re: Proxy Form (No.5), 2007, issued on 2 February 2007:

**Form A:** A simple proxy for appointment of the proxy with general power. The Shareholder may grant the proxy the power to consider and vote on behalf of the Shareholder (grantor) in all respects as the proxy deems appropriate;

**Form B:** This form allows the Shareholder to grant, at the Shareholder's option, the proxy the power to vote on each matter on the agenda either, (i) at the proxy's discretion, or (ii) according to the Shareholder's instruction as specified in the proxy instrument; and

**Form C:** This form is for custodians in Thailand appointed as proxies of their respective customers who are foreign.

All types of Proxy Forms are available for downloading from the Company's website at [https://investor-th.chowsteel.com/shareholder\\_meeting.html](https://investor-th.chowsteel.com/shareholder_meeting.html) and Proxy Form B is attached with this Notice.

2.5) Each Shareholder may appoint one of the Independent Directors of the Company to attend and vote on her/his/its behalf. Brief information of those Independent Directors designated for appointment by the Shareholders as their proxies is as it appears in the part entitled "Attachment 7. Name List and Details of the Independent Directors to be used with Proxy of shareholders."