

Documents Required to Attend the Meeting and Appointment of Proxy for Electronic Meeting (E-AGM)

Shareholders or proxies can submit a request to attend the electronic meeting by completing the necessary procedures as outlined in Enclosures No. 7 and No. 8, starting from 9 April 2025, until the meeting has concluded. After the Company has verified the list of shareholders based on the information as of the Record Date for the 2025 Annual General Meeting of Shareholders (17 March 2025), a link to access the system, along with a user manual, will be sent to the email address registered with the Company by shareholders or proxies, starting from 23 April 2025, onward.

The request to attend the electronic meeting (E-AGM)

Shareholders or proxies who wish to attend the meeting via electronic meeting (E-AGM) must express their intention to participate through one of the following 2 methods:

1. Submitting a request to attend the meeting **via email or postal mail**.
2. Submitting a request to attend the meeting **via the website or QR code**.

Documents required to attend the electronic meeting (E-AGM)

1. In the case that shareholders wish to attend the meeting via an electronic meeting (E-AGM) by submitting information **via email or postal mail**
 - 1.1 Please complete the Electronic Meeting Attendance Request Form (E-AGM) as outlined in **Enclosure No 9**. Kindly provide a clear and accurate email address and mobile phone number for registration.
 - 1.2 Attach a copy of identity verification documents to confirm the right to attend the meeting via electronic meeting (E-AGM).

For Individual Shareholders

- In case a shareholder wishes to attend the meeting in person via electronic meeting (E-AGM):
 - ✓ A copy of a valid government-issued identification document, such as a national ID card, government officer ID card, driver's license, or passport (for foreign nationals). Supporting documents must also be attached if there has been a name change.
- In case a shareholder appoints a proxy to attend the meeting via electronic meeting (E-AGM):
 - ✓ A completed and duly signed proxy form (Form A or Form B) enclosed with the invitation letter, with affixed duty stamps.
 - ✓ A certified true copy of the shareholder's identification document, such as a copy of the national ID card, government officer ID card, or passport (for foreign nationals).
 - ✓ A certified true copy of the proxy's identification document, such as a copy of the national ID card, government officer ID card, or passport (for foreign nationals).
- In case a shareholder appoints an independent director as a proxy to attend the meeting via electronic meeting (E-AGM):
 - ✓ A completed and duly signed proxy form (Form A or Form B), specifying the independent director designated by the Company as the proxy, with affixed duty stamps.

- ✓ A certified true copy of the shareholder's identification document, such as a copy of the national ID card, government officer ID card, or passport (for foreign nationals).
- ✓ If the shareholder has provided advance voting instructions in Form B, the Company will record the votes accordingly. If no voting instructions are provided, the independent director acting as a proxy will vote at their discretion.

For Corporate Shareholders

- In case an authorized director of a corporate shareholder wishes to attend the meeting in person via electronic meeting (E-AGM):
 - ✓ A certified true copy of the company's corporate registration certificate, issued no more than six months prior to the meeting date, signed by an authorized director.
 - ✓ A certified true copy of the authorized director's identification document, such as a national ID card, government officer ID card, or passport (for foreign nationals).
- In case a corporate shareholder appoints a proxy to attend the meeting via electronic meeting (E-AGM):
 - ✓ A completed and duly signed proxy form (Form A or Form B) enclosed with the invitation letter, with affixed duty stamps.
 - ✓ A certified true copy of the company's corporate registration certificate, issued no more than six months prior to the meeting date, signed by an authorized director.
 - ✓ A certified true copy of the authorized director's identification document, such as a national ID card, government officer ID card, or passport (for foreign nationals).
 - ✓ A certified true copy of the proxy's identification document, similar to the requirements for individual shareholders.
- In case a corporate shareholder appoints an independent director as a proxy to attend the meeting via electronic meeting (E-AGM):
 - ✓ A completed and duly signed proxy form (Form A or Form B), specifying the independent director designated by the company as the proxy, with affixed duty stamps.
 - ✓ A certified true copy of the company's corporate registration certificate and a certified true copy of the authorized director's identification document, as outlined in the proxy appointment process above.
 - ✓ If the shareholder has provided advance voting instructions in Form B, the Company will record the votes accordingly. If no voting instructions are provided, the independent director acting as proxy will vote at their discretion.


If any of the required documents are not in Thai or English, the shareholder must provide an English translation, duly signed and certified as accurate by the shareholder or an authorized signatory (in the case of a corporate shareholder).

1.3 Submit the request form for attending the meeting via electronic meeting (as mentioned in 1.1), along with proof of identity and supporting documents (as mentioned in 1.2). These documents must be submitted to the company starting **from 9 April 2025, or until the meeting concludes**, through the following channels:

- Email: info@everland.co.th
- Postal mail: *Meechai Thailand Law Office Company Limited, No. 223/96 on 21 floor, Country Complex Tower A, Sunpawut Road, Bangna Tai, Bangna, Bangkok 10260*

2. In the case that shareholders wish to attend the meeting via an electronic meeting (E-AGM) by submitting information **via the website or QR code**.

Shareholders or proxies who wish to attend the meeting via electronic meeting must submit a request and grant a proxy in advance through the E-Request system. The Company will open the system for submission of requests and relevant documents **starting from 9 April 2025 until the meeting concludes**. (The system will not accept submissions on Saturdays, Sundays, and public holidays.)

<p>Shareholders or proxies can submit a request and grant a proxy through the E-Request system at:</p> <p>https://ever.thekoble.com/agm/emeeting/index/1</p> <p>Details regarding the procedure for submitting a request through the E-Request system are provided in Enclosure No. 8.</p>	 <p>or scan QR Code</p>
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3. In the case of foreign investors who have appointed a Custodian in Thailand to hold and manage shares, please submit the following documents:

- 3.1 A Proxy Form (Form C) as attached to the meeting invitation, duly completed, signed by both the grantor and the proxy, and affixed with a 20 baht duty stamp.
- 3.2 A Certificate of Incorporation of the Custodian, duly certified by an authorized signatory of the Custodian or an authorized representative, with the official corporate seal affixed (if applicable).
- 3.3 A Power of Attorney from the shareholder authorizing the Custodian to sign the Proxy Form on their behalf.
- 3.4 A Confirmation Letter stating that the person signing the Proxy Form on behalf of the shareholder is licensed to operate as a Custodian.
- 3.5 A certified true copy of an identification document of the proxy, such as a national ID card, government official ID card, or passport (for foreign nationals), duly signed for certification.
- 3.6 Submission of documents via the following channels:
 - Email: info@everland.co.th
 - Postal mail: *Meechai Thailand Law Office Company Limited, No. 223/96 on 21 floor, Country Complex Tower A, Sunpawut Road, Bangna Tai, Bangna, Bangkok 10260*

The details regarding the E-AGM system, voting procedures, and Q&A participation can be found in Enclosure No. 8