

**Documents Required Prior to Attending the Meeting,  
Proxy, Registration and Voting**

Registration to attend the 2021 General Meeting of Shareholders of Padaeng Industry Public Company Limited.

**1. Documents Required Prior to Attending the Meeting**

For Natural Person

1. Self-Attending

Valid evidence issued by governmental authorities, e.g. the identification card, governmental identification card, driver license or passport, including the evidence of name or last name's change (if any).

2. Proxy

2.1 One of the Proxy Forms as attached to the Notice to Shareholders (**Enclosure No. 8**) (Form A and Form B), completely filled up and signed by the Shareholder and the Proxy.

2.2 Certified true copy of valid evidence of the Shareholder as specified in Item 1.

2.3 Valid evidence of the Proxy as specified in Item 1.

For Juristic Person

1. Representative of Shareholder Attending the Meeting

1.1 Valid evidence of the authorized director(s) issued by governmental authorities similar to those of natural person specified in Item 1.

1.2 Copy of Shareholder's Letter of Certification certified by the authorized showing that the authorized has the authority to act on behalf of the Shareholder.

2. Proxy

2.1 One of the Proxy Forms as attached to the Notice to Shareholders (**Enclosure No. 8**) (Form A and Form B), completely filled up and signed by the authorized of the Shareholder and the Proxy.

2.2 Copy of Shareholder's Letter of Certification certified by the authorized director(s) showing that such authorized signing the Proxy Form has the authority to act on behalf of the Shareholder.

2.3 Certified true copy of valid evidence of the authorized signing the Proxy Form as specified in Item 1.

2.4 Valid evidence of the Proxy issued by governmental authorities similar to those of natural person specified in Item 1.

3. For Foreign Investor Appointing Custodian in Thailand

3.1 All evidences similar to those of the Juristic Person as specified in Items 1 and 2.

3.2 In case the Foreign Investor authorizes the Custodian to sign the Proxy Form on its behalf, the following documents are required:

1) Power of Attorney by Foreign Investor authorizing Custodian to sign the Proxy Form on its behalf.

2) Letter certifying that the Custodian is permitted to engage in the custodian business.

In case the original documents are not in English, the English translation shall be required and certified true and correct translation by the Shareholder (in case of natural person) or the authorized representative(s) of the Shareholder (in case of juristic person).

**2. Proxy**

According to Regulation of the Department of Business Development, Ministry of Commerce Re: Form of Proxy (No. 5) B.E. 2550, there are three Proxy Forms as follows:

- Form A Simple Form
- Form B Specific Proxy Form
- Form C Proxy Form for the Foreign Investor appointing the Custodian in Thailand.

The Shareholders can download the Proxy Forms from the Company's website ([www.padaeng.com](http://www.padaeng.com)) as well as the Foreign Investor appointing the Custodian in Thailand and wishing to use Form C.

Shareholder not be able to attend the Meeting may appoint a person as your Proxy as follows:

- (1) Complete only one of above Proxy Form as follows:
  - 1.1 General Shareholder shall select Form A or Form B.
  - 1.2 Shareholders listed in the share register book as Foreign Investor appointing the Custodian in Thailand can select only one of three Proxy Forms (Form A or Form B or Form C).
- (2) Authorize a person or an Independent Director to attend and vote at the Meeting on your behalf by specifying the name with details of a person to be your Proxy.
- (3) Affix the 20 Baht stamp duty with specifying the date of Proxy Form across such stamp duty. For your convenience, the Company will facilitate in affixing the stamp duty when registration to attend the Meeting.

Allocation of shares to several Proxies to vote in the Meeting is not allowed. The Shareholder shall authorize the Proxy to cast the votes by all the shares held by it. Authorization of less than the total number of shares is not allowed except for the Custodian appointed by the Foreign Investor in accordance with Proxy Form C.

### **3. Meeting Registration**

The commencement for registration to attend the Meeting will be one and a half hours before the Meeting or from 13.00 hrs. on Monday, April 26, 2021 at 14:30 hrs., **the Four Seasons Grand Ballroom, L Floor (Lobby), Four Seasons Hotel Bangkok at Chao Phraya River**. Please refer to the map attached (**Enclosure No. 4**).

### **4. Voting**

#### Voting Regulation

- (1) A voting by show of hand, which one share will count as one vote, will be made in each Agenda where the shareholder or proxy shall make only one vote for approval, disapproval or abstention. The allocation of voting is not allowed except for the vote by the Custodian.
- (2) In Case of Proxy
  - 2.1 The Proxy shall solely vote in accordance with the authorization by the Shareholder as specified in the Proxy Form. Any vote not in accordance with the Proxy Form is invalid and shall not be counted as the vote of the Shareholder.
  - 2.2 In case
    - (i) the Shareholder does not specify the authorization or the authorization is unclear,
    - (ii) the Meeting considers any agenda other than which specified in the Proxy Form, or
    - (iii) there is any change of fact, the Proxy shall be authorized to consider and vote such matter as it may deem appropriate.

#### Voting Procedures

The Chairman shall inform the Meeting details of voting procedures as follows:

- (1) The Chairman will propose the Meeting to have the vote in each Agenda by asking time by time whether there is any shareholder approve, disapprove or abstain.
- (2) When the Chairman asks as above, a voting by show of hand will be made by voting either for approval, disapproval or abstention (except for the vote of Custodian which the allocation of the vote is allowed as specified in the Proxy Form).