Procedures for submitting a request to attend the meeting via electronic means (e-Meeting) and proxy

The Company has assigned Quidlab Co., Ltd. ("Quidlab") as the service provider of electronic conferencing systems ("e-Meeting"), which such meeting system has been certified by the Electronic Transactions Development Agency and supports all devices, including computer, laptop, tablet and smartphone without requiring any program installation to access the meeting and cast votes.

Shareholders or proxies who wish to attend the electronic meeting (e-Meeting)
Please proceed to notify your intention to attend the meeting
from 1 April 2025 to 28 April 2025 by 17.00 hrs. according to the following steps:

1. Steps for requesting Username & Password to attend the e-Meeting:

1) Submit a request form to attend the Meeting ("requesting form") through:
   - Click https://siri.foqus.vc/registration/ *or*
   - Scan QR Code

2) Once the shareholder or the proxy holder access the system, please fill in the following information:
   - Shareholder registration number (appeared in the Notice of the shareholders' meeting you received from TSD)
   - ID card number / Passport number (for foreigner) / Corporate registration number
   - Email address that you wish to use for receiving the username & password for attending the e-Meeting
   - An available telephone number of the meeting attendee (in case the Company needs to contact you)

3) Please attach a certified true copy signature of evidence showing the right to attend the meeting of shareholder or proxy holder (as the case may be) (details under section 3. Required Documents for Attending the shareholders' meeting). Only JPG, PNG, GIF and PDF files are allowed. Each document file must not exceed 5 MB and a maximum of 5 files per submission.

4) Once you have completed filling in the information and clicked the submit button;

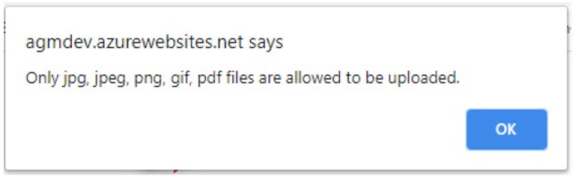
<u>if the submission is successful</u>

The screen will appear indicating that the documents have been successfully submitted as follows:

(You will receive an e-mail confirming successful document submission and that it is under verification)

<u>If the submission is not successful</u>

The screen will show the reason why the documents did not pass. Please contact Quidlab at:
Tel. 02-013-4322 or 080-008-7616 or
e-mail info@quidlab.com



2. Approving of requesting form and evidence showing the right to attend the AGM

The Company will verify your requesting form and evidence then reply to you via the e-mail provided to the Company.

- In case the documents are complete and approved

You will receive an e-mail with the details of the Weblink for joining the e-Meeting together with Username & Password and User manual of the e-Meeting system. In this regard, please carefully study such User manual that Quidlab has sent to you via e-mail.

- In case the documents are incomplete, incorrect or denied

You will receive an e-mail from the system to inform the reason. Please log in to the requesting system to submit the amended document file. ***In this regard, please submit the documents that need to be amended to the Company by 17.00 hrs. on 28 April 2025.***

In case the submitted documents are incomplete, incorrect or incompliance with the requirements stated herein, the Company reserves the right to reject the registration.

* If you did not receive the e-mail by 12.00 hrs. on 29 April 2025, please contact Quidlab as the service provider of electronic conferencing systems ("e-Meeting"), Tel. 02-013-4322 or 080-008-7616 or e-mail : info@quidlab.com.

3. Required Documents for Attending the AGM

Natural Person

1) Self-attending via electronic means (e-Meeting)

Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders). In case of a change of name-surname, supporting documents are required.

2) Proxy

2.1) Shall use only one type of Proxy Form (the Company disseminated only Proxy Form B for every shareholder), while shareholders can also download Proxy Form A or Form B, at www.sansiri.com). Clearly filled in and signed by the shareholders and the proxy.

2.2) Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of shareholders. In case of a change of name-surname, supporting documents are required.

2.3) Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the proxy holder. In case of a change of name-surname, supporting documents are required.

Juristic Person

1) In the case of the Proxy with Thai nationality

1.1) Shall use only one type of Proxy Form (the Company disseminated only Proxy Form B for every shareholder), while shareholders can also download Proxy Form A or Form B, at www.sansiri.com). Clearly filled in and signed by the shareholders representative and the proxy.

1.2) Certified true copy of the shareholder's affidavit (not older than one year) by the shareholders representative (authorized director) with a statement affirming the authority to act on behalf of the juristic person shareholder.

1.3) Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the authorized person of the juristic person shareholder (authorized director). In case of a change of name-surname, supporting documents are required.

1.4) Certified true copy of identification card or governmental identification card or driving license or passport (for foreign shareholders) of the proxy. In case of a change of name-surname, supporting documents are required.

2) Custodian in Thailand authorized to act on behalf of foreign investors as a depositary and administrator of shares

2.1) Proxy Form C. (download at www.sansiri.com) which completely filled with all requested information and signed by both Proxy Grantor and Proxy Holder.

2.2) Required documents are the same as specified for a juristic person under Clause 1.

2.3) In case foreign investors authorize the Custodian to sign the Proxy Form on their behalf, additional documents are required as follows:

(1) Power of Attorney from foreign investors granting the Custodian authority to sign the Proxy Form on their behalf and certified by the Proxy Grantor.

(2) Copy of Custodian letter certifying that the person signing the Proxy Form on behalf of foreign investors is licensed to operate Custodian business. Together with certified true copy of Power of Attorney of the Custodian authorizing the juristic person representative (authorized director) or the authorized management or employees of the Custodian to grant proxy by Proxy Grantor.

➢ **Other Criteria for Appointment of Proxy**

Shareholders should consider the details of the meeting agenda before deciding to appoint a proxy.

- If a shareholders prefer to appoint the Company's Independent Director to be the Proxy Holder, please appoint only one of them:

1) Mr. Jessadavat Priebjariyavat or
2) Mr. Porntat Amatavivadhana or
3) Mr. Kittichai Raktakanit t or
4) Mr. Weeranant Chuensuwan or
5) Mr. Pongsatorn Suksangium

(Details as appear in the "Profiles of independent directors to be used with proxy of shareholders" attached to the notice of the annual general meeting of shareholders.

- In case of sub-attorney, all complete copies of Power of Attorney having power to appoint the sub-attorney, including a copy of documentation presented to proof of identity of empowering person, which are duly certified are required by the Proxy Grantor.

- In case any documents are produced or executed outside Thailand, such documents should be notarized by a notary public or similar authority under the laws of each country, and the Thai Embassy or the Thai Consulate or an officer assigned to act on behalf.

- In case the original documents are not in English, the English translation shall be required and certified by the shareholders or the juristic person representative (authorized director) or the authorized management or employees of the Custodian.

- In case Shareholders deceased, the administrator of the deceased's estate attending the Meeting in person or in absentia. The aforementioned person shall certify and submit a copy of court order with regards to an appointment of administrator of the deceased's estate as additional evidence.

- In case Shareholders are minor, their father, mother or guardians attending the meeting in person or in absentia. The aforementioned persons shall certify and submit a copy of house registration of their minors certified true copy by father, mother or guardian or a copy of court order with regards to an appointment of guardian (whether the case may be) as additional evidence.

- In case Shareholders are incompetent person or quasi-incompetent persons, the guardian or curator attending the meeting in person or in absentia. The aforementioned persons shall certify and submit a copy of court order with regards to an appointment of guardian or curator as additional evidence.

- Shareholders are not allowed to allocate shares to several Proxies in order to vote at the meeting. The shareholders shall authorize only one Proxy to cast the votes by all the shares held by such Shareholders. Authorization of less than the total number of shares is prohibited, except for the Custodian appointed by the Foreign Investor in accordance with Proxy Form C.

- Affix the 20 Baht stamp duty and specify the date of Proxy Form across such duty stamp for correctness and legal binding.

4. Logging in to the Quidlab system to attend the e-Meeting on the date of the AGM

1) On the date of the AGM, the shareholders or the proxy holder can register to attend the e-Meeting on 30 April 2025, from 13.00 hrs. onwards. The 2025AGM will begin livestreaming at 14.00 hrs.

2) Documents related to the shareholders' meeting and the user manual for the e-Meeting system can be downloaded from the Company's website www.sansiri.com under the Investor Relations section.

3) On the Meeting date, If the shareholder has any technical difficulty accessing the e-Meeting system, either before or during the meeting, please contact Quidlab;

- Tel. 02-013-4322 or 080-008-7616
- e-mail : info@quidlab.com

5. Contacting the Company Secretary Office

- Tel. 02-027-7888 ext. 1076 or 1078
- e-mail : CompanySecretary@sansiri.com

6. Quidlab **e-Meeting User Manual (on the date of the AGM)**

Scan QR Code