
Documents to Verify the Rights to Attend the Shareholders' Meeting via Electronic Means and Proxy.

The Shareholders must submit the following documents prior to attending the meeting via electronic media by E-Meeting (as the case may be).

1. Attending the meeting in person

- A copy of a valid official card issued by government authorities e.g. identification card, driving license or passport which is certified true by the shareholder.

2. Attending the meeting by proxy

2.1 Shareholder is a Natural Person

- The Proxy Form which completely filled in and signed by the shareholder and the proxy and affix THB 20 stamp duty.
- A copy of a valid official card of the shareholder issued by government authorities e.g. identification card, driving license or passport which is certified true by the shareholder.
- A copy of a valid official card issued by government authorities of the proxy e.g. identification card, driving license or passport (in case the proxy is the foreigner) which is certified true by the proxy.

2.2 Shareholder is Juristic Person registered in Thailand

- The Proxy Form completely filled in and signed by the authorized person of the juristic person shareholder and the proxy with the company seal (if any) and affix THB 20 stamp duty.
- A copy of the shareholder's Affidavit issued by Ministry of Commerce or relevant authorities which is not older than 12 months from the meeting's date, certified true by the authorized person of shareholder and affix company seal (if any).
- A copy of a valid official card issued by government authorities of the authorized person of shareholder e.g. identification card, driving license or passport which is certified true by said authorized person.
- A copy of a valid official card issued by government authorities of the proxy e.g. identification card, driving license or passport (in case the proxy is the foreigner) which is certified true by the proxy.

2.3 Shareholder is Juristic Person which is not registered in Thailand

- The Proxy Form completely filled in and signed by the authorized person of the juristic person shareholder and the proxy with the company seal (if any) and affix THB 20 stamp duty.
- A copy of the shareholder's Affidavit or incorporation documents issued by relevant authorities which is not older than 12 months from the meeting's date, shown name, head office's location and name of authorized person of shareholder, certified true by the authorized person of shareholder and affix company seal (if any).



- A copy of a valid official card issued by government authorities of the authorized person of shareholder e.g. identification card, driving license or passport which is certified true by said authorized person.
- A copy of a valid official card issued by government authorities of the proxy e.g. identification card, driving license or passport (in case the proxy is the foreigner) which is certified true by the proxy.
- English translation of the original documents which is not in English, certified true and correct translation by the authorized person of shareholder.

2.4 Custodian

- The Proxy Form completely filled in and signed by the authorized person of the juristic person shareholder and the proxy with the company seal (if any) and affix THB 20 stamp duty.
- Custodian's company affidavit
- Letter certifying or a copy of custodian license to operate Custodian business.
- A copy of a valid official document issued by government authorities e.g. the identification card, government officer identification card, driving license, state enterprises officer identification card or passport of authorized person who act on behalf of the Custodian.
- Power of Attorney by shareholder authorizing the Custodian to sign the proxy form on his or her behalf.
- Document or evidence of shareholder who authorize to the Custodian.
- A copy of a valid official card issued by government authorities of the proxy e.g. identification card, driving license or passport (in case the proxy is the foreigner) which is certified true by the proxy.

Shareholders who intend to grant proxy to anyone as their wish or to **Asst. Prof. Amporn Theingtrakul** or **Assoc. Prof. Dr. Intaka Piriyakul**, Company's independent director, the details of the said independent directors are shown in Enclosure No. 7.

In this regard, shareholders can deliver proxy which is completely filled in details together with the above evidence to the Company's head office at

Function International Public Company Limited

Office of Company Secretary

No. 313 Charoen Phatthana Rd., Bang Chan Sub-District, Khlong Sam Wa District,
Bangkok 10510

Within 04.00 p.m. on, April 12, 2024 in order to provide sufficient time for Company's staff to verify.

In case that shareholder has any inquiries in relation to the registration documents or filling in proxy, please contact Company Secretary Department, telephone no. 02-540-6263 ext. 1420 or email to cs@functioninter.co.th within April 12, 2024