

**Procedures for Registration and Voting through Electronic Media (E-EGM) and Appointment of Proxy**  
**List of documents or evidence confirming the right to attend the meeting and the authorization of proxies**

1. In case that the shareholder attends the meeting in person: please present a copy of personal identity card/ identity card of government officer/ identity card of state enterprise officer/ or passport (in case of a foreigner) with a signature to certify a true copy.

**2. In case of proxy:**

Please fill and provide authorized signature in the attached proxy form. The shareholders may choose to use other proxy form as prescribed by law.

**2.1 In case that the shareholder appointing the proxy is natural person, please attach**

- Copy of the personal identity card/ identity card of government officer/ identity card of state enterprise officer/ or passport (in case of a foreigner) that is certified true copy by the shareholder appointing the proxy and proxy.

**2.2 In case that the shareholder appointing the proxy is juristic person, custodian, Mutual fund, Private fund and Provident fund please attach**

- (1) Copy of Corporate Affidavit that is certified true copy by the authorized director(s) who sign(s) the proxy form and stamped with the company seal (if any)
- (2) Copy of the personal identity card/ identity card of government officer/ identity card of state enterprise officer/ or passport (in case of a foreigner) of the authorized director(s) who sign(s) the proxy form that is certified true copy
- (3) In case of custodian is proxy grantor, please attach Power of Attorney from shareholder authorized a custodian to sign the proxy form on behalf of shareholder and evidence of such shareholder and custodian according to 2.2 (1) and (2), and also letter of certification or copy of a permit to certify the permission to act as a custodian
- (4) In case of Mutual fund, Private fund and Provident fund, the asset management company shall attach copies of the following documents certified true copy by the authorized director
  - 4.1 Copy of Power of Attorney from shareholder authorized the Asset Management Company to sign the proxy form on behalf of shareholder
  - 4.2 Copy of Asset Management Company's Affidavit
  - 4.3 Copy of Power of Attorney from Asset Management Company
  - 4.4 Copy of sub Power of Attorney from Asset Management Company in case that the person who attend the meeting is not the same attorney in fact in 4.3

The proxy has to attach the copy of personal identity card/ identity card of government officer/ identity card of state enterprise officer/ or passport (in case of a foreigner) with a signature to certify a true copy of the proxy.

### 3. In case Shareholders are Minors

Their parents or legal guardians attending the meeting in person or appointing a proxy on their behalf must attach a copy of identification card or house registration of their minors.

In case you cannot attend the meeting and prefers to appoint the directors, you can appoint

1. Mr. Aswin Kongsiri Independent Director or
2. Mr.Pachara Yutidhammadamrong Independent Director or
3. M.L. Nathasit Diskul President

Information of Directors are as shown in Enclosure 7

In such case of appointing the above Independent director(s), please send the proxy together with document number 2.1 or 2.2 for each applicable case that is certified true copy to the Company at the following address within 17.00 P.M. of April 19, 2022 so that the Company can arrange the meeting properly:

Corporate Secretary Office

Bangkok Aviation Fuel Services Public Company Limited

171/2 Kamphaeng Phet 6 Rd., Donmueang, Donmueang, Bangkok 10210

\*The Company reserves the right to permit only person who presents correct and complete document(s) or evidence(s) to attend the meeting\*

\*\*Stamp Duty will be provided by the Company for the case of proxy\*\*