

## Documents or evidences required to be presented on the meeting date

**1. In case that the shareholder attends the meeting in person:** please present the personal identity card/ identity card of government officer/ identity card of state enterprise officer/ or passport (in case of a foreigner) at the registration area before attending the meeting

**2. In case of proxy:**

Please fill in the attached proxy form and submit the duly signed proxy form at the registration area before attending the meeting. 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 submit

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 submit

- (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 submit 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 submit 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 submit the copy of personal identity card/ identity card of government officer/ identity card of state enterprise officer/ or passport (in case of a foreigner) of the proxy.

**3. In case Shareholders are Minors**

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

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

1. Mr. Pipat Purnananda                      Independent Director    or    2. Mr. Mas Tanyongmas                      Independent Director    or
3. M.L. Nathasit Diskul                      President

In such case of appointing the above director(s) or in case that Custodian, Mutual fund, Private fund and Provident fund appoint the natural person or the juristic person, 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 23<sup>rd</sup> April 2024 so that the Company can arrange the meeting properly:

Corporate Governance and Administration  
 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\*\***