

**Instructions for Proxy Voting, Registration Process, Documents for Registration, Voting
Procedures, Vote Counting, Meeting Procedures,
and Guidelines for Participation via Electronic Media**

1. Documents and Proof Required for Attendees Before the Meeting:

For Individuals:

1. In Case of Attending the Meeting In Person: Attendees must present government-issued documents that are not expired, such as a National ID Card, Government Service ID Card, Driver's License, or Passport. If there has been a name change, relevant documentation should also be provided.
2. In Case of Proxy Attendance: The proxy must present a proxy letter in the format provided with the meeting invitation (one of the formats), duly filled in with accurate details and signed by both the shareholder and the proxy. A copy of the shareholder's government-issued ID, as per item 1, should be provided, with the shareholder certifying the copy as correct. The proxy should present their own government-issued ID as well.

For Juridical Persons:

1. In Case of a Representative Attending the Meeting in Person: The representative must present their government-issued ID, as in the case of an individual, along with a certified copy of the certificate of incorporation of the shareholder company, confirming that the representative has the authority to act on behalf of the shareholder.
2. In Case of Proxy Voting by a Juridical Person: The proxy letter should be in the format provided with the meeting invitation, completed and signed by the authorized representative of the juridical person. The proxy letter must also include a certified copy of the certificate of incorporation of the shareholder, along with the representative's government-issued ID, certified as correct.
3. For Foreign Investors Appointing a Custodian in Thailand: Foreign investors appointing a custodian in Thailand should provide the same documents as a juridical person. Additionally, if the custodian signs the proxy letter on behalf of the shareholder, the following documents must be provided:
 - o A power of attorney authorizing the custodian to sign the proxy letter.
 - o A confirmation letter stating that the custodian is authorized to operate as a custodian business. Any documents not originally in English must be accompanied by a certified English translation.

2. Proxy Voting Methods:

The company has provided three types of proxy letters: Form A, Form B, and Form C. These forms are in accordance with the Ministry of Commerce's regulations for proxy voting forms.

- Form A: General proxy letter for simple proxy delegation.
- Form B: Detailed proxy letter specifying the agenda items to be voted on.
- Form C: For foreign investors appointing a custodian in Thailand.

If a shareholder is a foreign investor and has appointed a Custodian in Thailand to hold and manage the shares, and wishes to use Proxy Form C, the Proxy Form C can be downloaded from the company's website at www.kcgcorporation.com. Shareholders who are unable to attend the company's shareholder meeting in person may assign a proxy by following the steps below:

1. Choose to use only one of the following proxy forms: 1.1 General shareholders may choose to use either Proxy Form A or Proxy Form B, but only one form. 1.2 Shareholders listed in the register as foreign investors who have appointed a Custodian in Thailand to hold and manage the shares may choose any one of the three proxy forms (Form A, Form B, or Form C).
2. Appoint an individual of the shareholder's choice to act as their proxy, or choose to appoint an independent director of the company as designated by the company to act as the proxy for attending the meeting.
3. Affix a 20 Baht stamp duty on the proxy form, strike through the stamp, and date the form to ensure its legality and binding effect. The company will facilitate the affixing of the stamp duty for the proxy holders who come to register for the meeting.
4. Return the signed proxy form to the company by Monday, April 20, 2026, or at least half an hour before the start of the meeting, to allow the company staff time to verify the documents and ensure the meeting starts on time. Please note that shareholders cannot divide their shares and assign multiple proxies to split the voting rights. Shareholders must assign a proxy for the full number of shares they hold. It is not allowed to assign fewer shares than what they own, except in the case of Custodians appointed by foreign investors to hold and manage shares under Proxy Form C.

3. Registration Process for the Meeting:

The company will begin registration for the shareholders' meeting 2 hours before the meeting starts, on Thursday, April 23, 2026, at the Grand Ballroom, Avani Sukhumvit Hotel, Bangkok, Thailand.

4. Voting Procedures at the Shareholders' Meeting:

General Voting:

1. Each vote is counted as one vote per share, and votes must be cast for one of the following options: Approve, Disapprove, or Abstain. Votes cannot be split (except for Custodian votes).
2. Proxy Voting:

The proxy holder must vote according to the instructions specified by the shareholder in the proxy form. If the proxy holder casts a vote in any agenda item that does not align with the instructions in the proxy form, such vote will be considered invalid and not counted as the shareholder's vote.

If the shareholder does not indicate their voting intention for any agenda item in the proxy form, or if the intention is unclear, or if the meeting considers or votes on matters not included in the proxy form, including changes or additions to any facts, the proxy holder has the right to consider and cast the vote at their discretion.

Voting Criteria for Director Election

For the director election agenda, the company's Articles of Association, Clause 16, stipulate the following:

1. Each shareholder shall have one vote per share.
2. Shareholders must use all of their votes as per item 1 to elect one or more directors, but votes cannot be divided among candidates.
3. The individuals who receive the highest votes in descending order will be elected as directors, up to the number of directors to be elected in that particular meeting. In the case where individuals who are elected in the subsequent order have the same number of votes exceeding the number of directors to be elected, the chairman of the meeting shall cast the deciding vote.

Voting Procedure for Each Agenda Item

The Chairman of the meeting will explain the voting procedure to the shareholders, as follows:

1. The Chairman will propose each agenda item for voting and will ask the shareholders whether they approve, disapprove, or abstain.
2. Shareholders or proxies shall raise their hands (except in cases of a secret vote) when the chairman of the meeting asks for their opinion. Shareholders or proxies are required to express only one

opinion (unless it is the vote of a Custodian, where the proxy form allows for the division of votes). Votes should be cast on the ballot confirmation form provided by the company upon registration for the meeting, to allow the company's staff to collect and count the votes. Shareholders or proxies should mark a ✓ in the box on the ballot confirmation form.

Meeting Resolutions:

The resolutions of the shareholders' meeting shall be determined by the following voting results:

- **In normal cases**, the resolution will be based on the majority vote of shareholders who are present and have the right to vote.
- **In other cases**, where the law or the company's regulations specify different procedures, the resolution will be based on the requirements of such law or regulations, with the chairman of the meeting informing shareholders of these rules prior to voting on each agenda item.

1.) In the event of a tie vote, the chairman of the meeting will cast an additional deciding vote.

2.) Shareholders or proxies who have a special interest in any particular matter **shall not be allowed to vote** on that matter. The chairman of the meeting may ask such shareholders or proxies to temporarily leave the meeting, except when voting is for the election of directors.

3.) A secret vote may be conducted if at least 5 shareholders request it, and the meeting resolves to proceed with a secret vote. The chairman of the meeting will set the method for the secret vote and inform the meeting before voting on the agenda item for which the secret vote is being applied.

Vote Counting and Announcement

The Chairman will explain the vote-counting procedure before the meeting starts. The company will count votes for each agenda item from the voting cards completed by shareholders or proxies. The results will be announced to the meeting after the vote counting is completed for each agenda item before the meeting concludes.

Counting and Announcing Votes

The chairman of the meeting will explain the voting process to the meeting attendees before each agenda item. The company will count the votes for each agenda item based on the voting confirmation slips completed by the shareholders or proxies who are present and have the right to vote. The results of the vote will be announced to the meeting after the counting is completed for each agenda item, before the meeting concludes.

Procedures for Participating in the Annual General Meeting of Shareholders via Electronic Media (E-AGM)

The company would like to inform the procedures for shareholders wishing to participate in the shareholder meeting through electronic media (e-Meeting) as follows:

Shareholders or proxies who wish to attend the e-Meeting can express their intention by submitting identity verification documents to confirm their right to attend the meeting. This can be done through the document submission system to verify their identity by accessing the provided link.

<https://kcg.foqus.vc/registration/> or scan the provided QR code



<https://kcg.foqus.vc/registration/>

The system will be open from 8-20 April 2026.

1. Once logged into the system, shareholders or proxy holders must fill in the information as required by the system (the information entered must match the details as of the Record Date from the Securities Depository Center (Thailand) Co., Ltd.), such as:

- National ID number / Passport number / Corporate registration number
- Securities holder registration number
- Email address for receiving the WebLink to access the meeting (e-Meeting), along with a username and password for participating in the meeting
- Telephone number
- Attach additional documents as applicable, as follows:

1. Required Information:

- National ID Number, Passport Number, or Corporate Registration Number
- Securities Holder ID
- Email address to receive the meeting link (e-Meeting link)
- Phone number
- Required documents based on the participation type (e.g., ID or proxy letter).

In-Person Meeting Participation:	In Case of Granting a Proxy to Another Individual / Juristic Person Who is Not an Independent Director of the Company:
A copy of the national ID card or a copy of the valid passport, along with the signature certifying the authenticity of the copy by the shareholder.	As per the attached document, item 8: Please return the proxy letter to the company by Monday, April 20, 2026, or at least 30 minutes before the meeting begins.

2. Once the company has received the documents as specified in Item 1 from the shareholder or proxy, the company will proceed with verifying the documents to confirm the right to attend the meeting. Once the verification is complete, the shareholder or proxy will receive an email with the following details:
 - Username and Password
 - WebLink to access the e-Meeting
 - User manual for the system

In the event that the shareholder or proxy is not approved, an email will be sent with the reason, and they may submit additional documents or corrected documents for further review.
3. Shareholders or proxies are advised to keep their username and password confidential and not disclose them to others. If you lose your username and password, or if you have not received them by April 22, 2026, please contact Quidlab staff by call 02-013-4322 or 080-008-7616 or e-mail: info@quidlab.com immediately.
4. Please study the user manual for the e-Meeting system, which the company has sent to you via email, in detail. The system will be open for registration one hour before the meeting starts. However, the live broadcast of the meeting will commence at 10:00 AM.
5. During the e-Meeting, shareholders or proxies can vote on each agenda item by selecting "Agree," "Disagree," or "Abstain." In cases where no vote is cast for an agenda item, the system will automatically count the vote as "Agree."
6. If you encounter any technical issues while using the e-Meeting system before or during the meeting, please contact Quidlab, the provider of the company's e-Meeting system. The company will provide Quidlab's contact details in the email that includes your username and password.



Online Participation Approval Guide

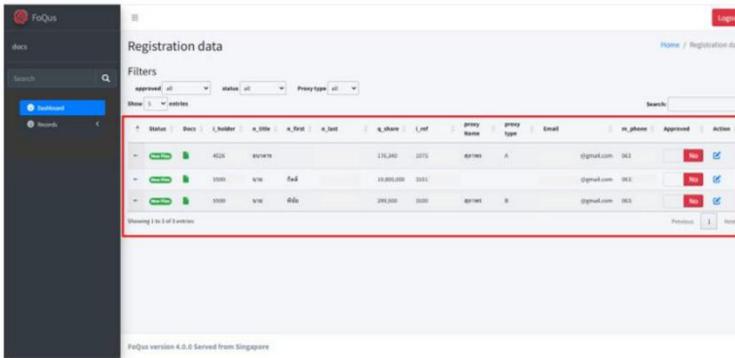
Online Joiners Approval System

Login to the document approval system using the link with the username & password as provided by Quidlab.

Remark: Put a tick mark on Accept Terms, only then the user will be able to login to the system.

You will be taken to the dashboard. Go to 'Registration List' and click on "Go to page".

You will see the list of shareholders who submitted the documents as below highlighted.



Please hide left panel (Click on the 'Hamburger icon' ) so all the columns can be seen as shown below:



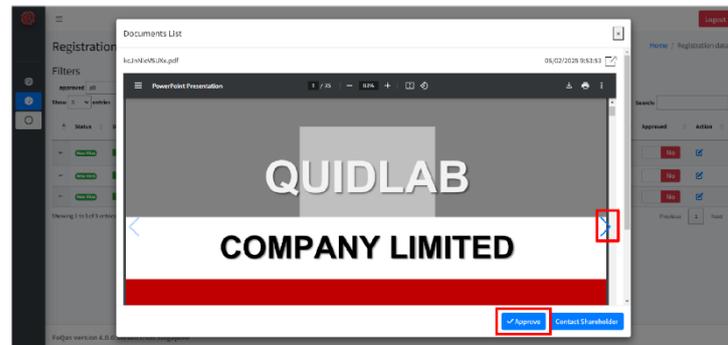
Then click on the Docs icon to see the documents as highlighted below,



a window with uploaded documents list will open as shown below.

If there is more than one document, you can move the arrow icon  to view other documents.

Once the documents are checked it can be approved by clicking on the Approve  button.



Note: Document names are random generated for security reasons.

If more information is required then please contact shareholder by clicking on 'Contact Shareholder'  button. You can choose predefined reasons or add free text message by choosing "Others".

After choosing the relevant reason please click the submit  button, an email will be sent to shareholder and shareholder can send the required documents.

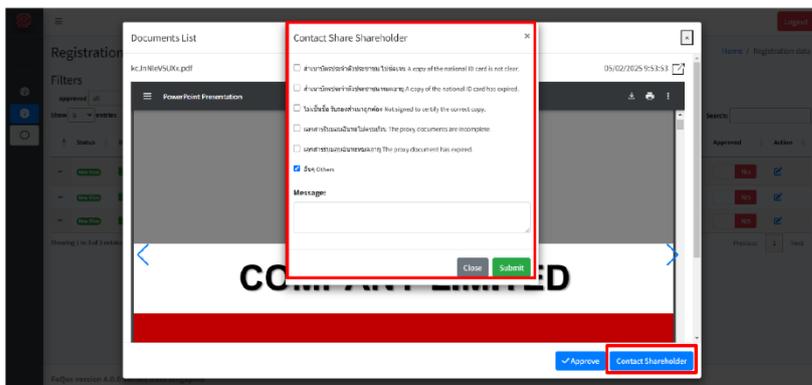
If all the documents are ok, can approve the shareholder by clicking on the Approve button.

Quidlab will send emails to all the approved shareholders and proxies.

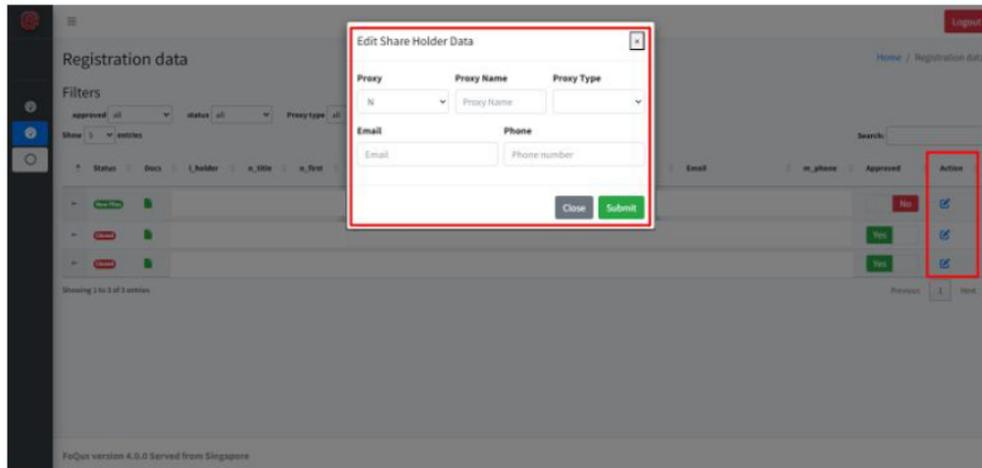
If the company have already approved the shareholders' documents, the Status column will show as Closed, or you can notice it in the Approved column as highlighted below.

If the document has not been reviewed or approved, the "Approved" column will show a red bar showing the message No and if the document has been approved already, a green bar will appear showing the message Yes.

Quidlab Company Limited will send an email for the meeting participation to all shareholders once the documents are approved.

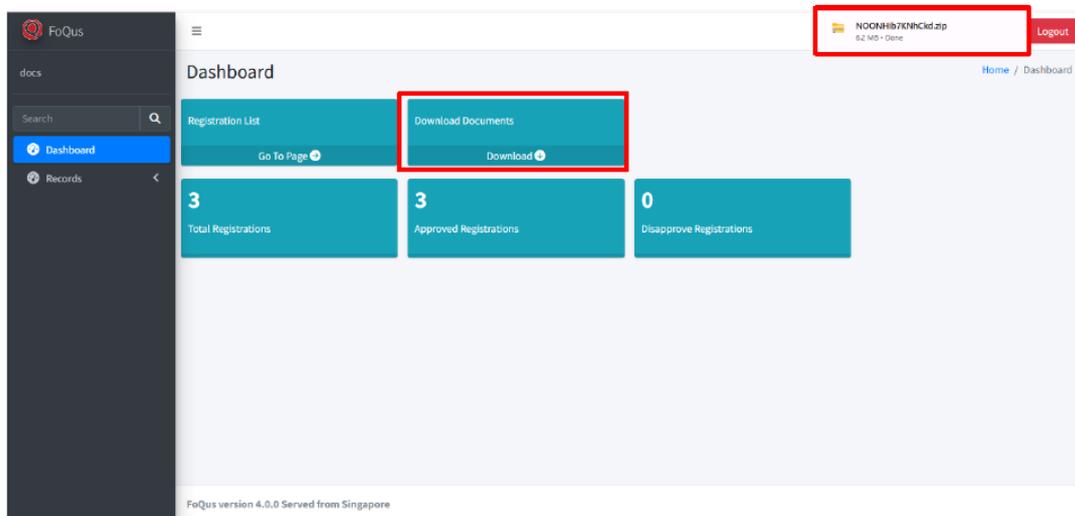


NOTE: In case if the company need to edit data of some shareholders (such as change proxy name, proxy type, change email/ mobile number, etc;) go to the option 'Action', click on the pencil square icon (Edit Data) and edit the changes as per needed. Then click on the submit button to save the data.



Once the document registration system has been closed for the shareholders, company can download the documents of the registered shareholders from the option 'Download Documents'.

Click on the Download icon as highlighted below, and all the files will be download into a zip folder.



Important points while checking the documents

1. Make sure the name of proxy form matches with the database entry.
2. Proxy type selected when submitting the document matches with the proxy form submitted.
3. Number of shares match with the number of shares entered on the submitted documents.