

## Guidelines for Attending the AGM and Appointment of Proxies

### 1. In case of attending the meeting at the venue (Physical Meeting)

#### Registration

The Bank shall start the registration process for shareholders and proxies from 9:00 AM on April 28, 2025, at the Ibis Styles Bangkok Ratchada Hotel, Apex Room, 3rd Floor, Ratchadapisek Road, Huai Khwang District, Bangkok 10310 (Physical Meeting), as shown in the map of the meeting's venue and directions in enclosure 12.

#### Appointment of proxy

In the event that shareholders are unable to attend the Meeting on their own, the shareholders can appoint other persons as their proxies to attend the Meeting and vote on their behalves. The bank has provided 3 Proxy Forms in accordance with the forms specified by the Department of Business Development, the Ministry of Commerce (Enclosure 5), which are:

Form A: A general proxy form, which is simple and uncomplicated.

Form B: A proxy form that specifies detailed items to be assigned, with clear and definite instructions.

Form C: A proxy form to be used specifically by shareholders who are foreign investors and have appointed a custodian in Thailand to be their share depository

Shareholders may use Form B, which was provided along with the invitation letter, or can download Form A, Form B, and Form C from the Bank's website at <https://www.thaicreditbank.com>

**Procedures for the appointment of proxies are as follows:**

- (1) General shareholders may choose to use either Form A or Form B the Bank recommends using Proxy Form B and clearly indicating the voting instructions for each agenda item.
- (2) Foreign shareholders who appoint a custodian in Thailand to be a share depository and keeper are recommended to use Proxy Form C.
- (3) The Shareholders, who appoint a proxy shall appoint only one proxy to attend the meeting and vote on their behalf. The shareholder cannot split the number of shares to different proxies for separate voting purposes.
- (4) The Shareholders may appoint an independent director of the Bank as their proxy. The details of the independent directors can be found in enclosure 5. If the shareholders choose to appoint the Bank independent director to be their proxies, the Bank recommends the shareholders use Proxy Form B. and specify the voting for each agenda item. In this respect, for the convenience in reviewing the documents, the shareholders can submit the proxy form together with the supporting documents for the appointment of proxies to the Bank in advance by 21 April 20245 to:

Email: [Corpsec@thaicreditbank.com](mailto:Corpsec@thaicreditbank.com)

Postal Mail: Corporate Secretary Department, Thai Credit Public Company Limited,  
121/42-45 RS Tower Building, 10th Floor, Ratchadapisek Road, Din Daeng  
District, Bangkok 10400

- (5) The proxy form must be filled out correctly and clearly, signed by both the grantor and the proxy as well as affixed with a Baht 20 stamp duty bearing the crossed-out mark and specifying the date such proxy is made.
- (6) The proxy must present the proxy form and supporting documents, as required under “Documents and evidence to be presented at the meeting” at the registration desk for proxies on the meeting day.

#### Documents and evidence to be presented at the meeting

##### Individual shareholders

###### 1. The shareholders attend the meeting in person

- (a) Notification of the meeting (with QR Code) signed by the shareholder;
- (b) Documents issued by government authorities that have not expired, which display the shareholder's photograph: Identification card, government officer card, driver's license, or passport (for foreign nationals), including evidence of name or surname change (if any) of the shareholder.

###### 2. Appointment of proxy

- (a) Notification of the meeting (with QR Code) signed by the proxy;
- (b) The proxy form, correctly and completely filled in, signed by the grantor and the proxy with the stamp duty affixed in full;
- (c) A copy of the document issued by a government authority for the proxy, which has not expired: Identification card, government officer card, driver's license, or passport (for foreign nationals) of the grantor, certified as true and correct copy.
- (d) A document issued by a government authority for the proxy, which has not expired: Identification card, government officer card, driver's license, or passport (for foreign nationals).

##### Juristic persons

###### 1. The authorised person of the juristic person attends the Meeting in person

- (a) Notification of the Meeting (with QR Code) signed by the authorised person of the juristic person attending the Meeting;
- (b) A valid government-issued document of the authorized signatory attending the meeting in person: Identification card, government officer card, driver's license, or passport (for foreign nationals).
- (c) A certified copy of the affidavit of the juristic person, issued by the Ministry of Commerce of the shareholder, certified as true and correct copy by the authorised person attending in person (issued

within the last 6 months), with an company seal (if applicable), with the statement showing that such authorised person is empowered to act on behalf of such juristic person as the shareholder.

2. Appointment of proxy

- (a) Notification of the Meeting (with QR Code) signed by the proxy;
- (b) The proxy form, correctly and completely filled in, signed by the grantor and the proxy with the stamp duty affixed in full;
- (c) A copy of the document issued by a government authority for the proxy, which has not expired: Identification card, government officer card, driver's license, or passport (for foreign nationals) of the authorised person (as the grantor), certified as true and correct copy.
- (d) A valid government-issued document of the proxy: Identification card, government officer card, driver's license, or passport (for foreign nationals).
- (e) A certified copy of the affidavit of the juristic person, issued by the Ministry of Commerce of the shareholder, certified as true and correct copy by the authorised person attending in person (issued within the last 6 months), with an company seal (if applicable), with the statement showing that such authorised person is empowered to act on behalf of such juristic person as the shareholder.

3. Appointment of proxy in the case of shareholders who are foreign investors and have appointed a custodian in Thailand to be a share depository and keeper

3.1 Documents of custodian

- (a) The Proxy Form, correctly and completely filled in, signed by the authorised representative of the custodian, who is the grantor, and signed by the proxy with the stamp duty validly affixed;
- (b) Document confirming that the person who signed the proxy form is permitted to operate the custodian business;
- (c) A copy of an affidavit for the registration of the custodian (issued within the last 6 months), certified as a true and correct copy by the authorized representative of the custodian, with a statement showing that such authorized representative, who signed the proxy form as the grantor, is empowered to act on behalf of the custodian.
- (d) A copy of a valid government-issued document of the authorized representative of the custodian: Identification card, government officer card, driver's license, or passport (for foreign nationals), with the signature certifying the copy as true.

3.2 Documents of the shareholder who is a foreign investor

- (a) A power of attorney from the shareholder who appoints the custodian to sign the proxy form on their behalf.

- (b) A copy of an affidavit for registration of the shareholder as a juristic person (issued within the last 6 months) certified as true copy by the juristic person's representative, with a statement showing that the showing that such juristic person's representative, who signed the power of attorney is empowered to act on behalf of such juristic person shareholder.
- (c) A copy of a valid government-issued document of the juristic person's representative: Identification card, government officer card, driver's license, or passport (for foreign nationals), with the signature certifying the copy as true.

### 3.3 Documents of proxy

- (a) Notification of the Meeting (with QR Code) signed by the proxy;
- (b) A copy of a valid government-issued document of the proxy: Identification card, government officer card, driver's license, or passport (for foreign nationals), with the signature certifying the copy as true.

*Remark: For documents in foreign languages, if the original supporting documents are not in English, English translations of such documents are required and must be certified as a true translation by the shareholders or the authorised person of the juristic persons.*

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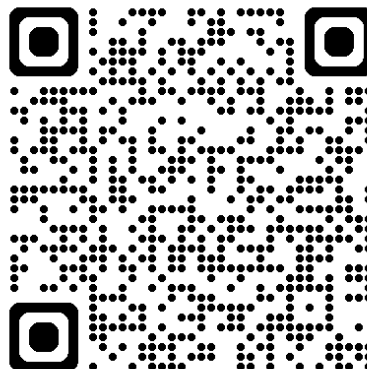
## 2. For shareholders who wish to attend the Meeting via electronic media (e-AGM)

The Bank has assigned Quidlab Co., Ltd. ("Quidlab") to be a provider of electronic conferencing systems ("e-AGM"), which such meeting system been certified by the Electronic Transactions Development Agency and supports all devices, including computers, laptops, tablets and smartphones. Procedures for attending the shareholders' meetings via electronic means and appointing a proxy are as follows:

### 2.1 A shareholder wishing to attend the e-AGM meeting in person via electronic media (e-AGM)

- Can register to attend the e-AGM via the website link ("Web Link")

<https://credit.focus.vc/registration/> or scan the QR Code.



From 11 April 2025 onwards.

- When you log into the registration system, please fill in the information as required by the system and attach the following identity verification documents:
  - (1) For individual shareholders: please attach a copy of the Identification card, government officer card, driver's license, or passport (for foreign nationals), or a copy of another official document issued by a government agency that is still valid, along with a signed certification of the true copy.
  - (2) For juristic persons:
    - A copy of a valid government-issued document of the authorised person of the juristic person: Identification card, government officer card, driver's license, or passport (for foreign nationals), with the signature certifying the copy as true.
    - A copy of an affidavit for registration of the shareholder as a juristic person (issued within the last 6 months) certified as true and correct copy by the authorised person attending the Meeting, with the statement showing that such authorised person is empowered to act on behalf of such juristic person as the shareholder.
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- After the bank has verified the correctness and completeness of your documents to confirm your right to attend the meeting, you will receive an email containing a Web Link for accessing the e-AGM system, along with your Username and Password, within 3 business days prior to the meeting date. Please review the manual for the e-AGM conference system, as detailed in Enclosure 9, and keep your username and password confidential and do not disclose to others.
- In case the document file is incomplete/incorrect, the system will email to inform you to submit the corrected document file and additional documents.
- If you have any questions regarding the registration process or how to use the e-AGM system, or if your Username and Password are lost or have not been received by you within the specified period (24 April 2025), please contact QUIDLAB via email at [info@quidlab.com](mailto:info@quidlab.com) or call the following numbers: 02 013 4322 or 080 008 7616.

## **2.2 For shareholders who wish to appoint a proxy to attend the Meeting via electronic media: (e-AGM)**

In the event that shareholders are unable to attend the Meeting on their own, the shareholders can appoint other persons as their proxies to attend the Meeting and vote on their behalves. The Bank has provided 3 Proxy Forms in accordance with the forms specified by the Department of Business Development, the Ministry of Commerce (Enclosure 6)

Form A: A general proxy form, which is simple and uncomplicated.

Form B: A proxy form that specifies detailed items to be assigned, with clear and definite instructions.

Form C: A proxy form to be used specifically by shareholders who are foreign investors and have appointed a custodian in Thailand to be their share depository

Shareholders may use Form B, which was provided along with the invitation letter, or can download Form A, Form B, and Form C from the Bank's website at <https://www.thaicreditbank.com>

**Procedures for the appointment of proxy are as follows:**

- (1) Can register their intention to attend the e-AGM via the registration system as per Clause 2.1 (in case they have not granted a proxy to an independent director of the bank) starting from April 11, 2025.
- (2) General shareholders may choose to use either Proxy Form A. or Form B. The Bank recommends the shareholders use Proxy Form B. and specify the voting for each agenda item.
- (3) Shareholders who are foreign investors and have appointed a custodian in Thailand to be a share depository and keeper are recommended to use Proxy Form C.
- (4) The shareholders, who appoint the proxy, shall appoint only one proxy to attend the Meeting and cast a vote. The shareholder cannot split his/her number of shares to different proxies for separate voting.
- (5) Shareholders who wish to appoint a proxy for one of the bank's independent directors, namely: (1) Miss Ada Ingawanij, Independent director, Member of the Audit Committee, Member of the Corporate Governance and Sustainability Development Committee or (2) Mr. Supachai Sukhanindr, Independent director, Chairman of the Nomination and Remuneration Committee, Member of the Audit Committee and Member of the Risk Oversight Committee, as specified in Enclosure 5, may do so to attend the meeting and vote on their behalf. Shareholders are requested to complete and sign Proxy Form B, which has been provided to them along with the notice of the meeting (or the form may be downloaded from the bank's website at <https://www.thaicreditbank.com>). In the case of granting a proxy to an independent director, the documents must be submitted by April 21, 2025, to:  
Email: [Corpsec@thaicreditbank.com](mailto:Corpsec@thaicreditbank.com) or  
Post: Corporate Secretary at Thai Credit Bank Public Company Limited, 121/42-45 RS Tower, 10th Floor, Ratchadapisek Road, Din Daeng, Din Daeng District, Bangkok 10400
- (6) The proxy form must be filled out correctly and clearly, signed by both the grantor and the proxy, and affixed with a Baht 20 stamp duty. The date on which the proxy is made should also be specified, with the crossed-out mark on the stamp duty. The completed and signed proxy form should be submitted together with the required documents for the appointment of the proxy, as specified below.

**Required documents for the appointment of proxies**

**Individual shareholders to appoint a proxy**

- (1) The proxy form must be correctly and completely filled out, signed by both the grantor and the proxy, with the stamp duty fully affixed
- (2) A copy of the government-issued document that is still valid of the grantor: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature.
- (3) A copy of the government-issued document that is still valid of the proxy: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature.

#### **Juristic person to appoint a proxy**

- (1) The proxy form must be correctly and completely filled out, signed by both the grantor and the proxy, with the stamp duty fully affixed
- (2) A copy of the government-issued document that is still valid of the authorized signatory representing the legal entity that is the grantor: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature.
- (3) A copy of the government-issued document that is still valid of the proxy: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature.
- (4) A copy of the an affidavit of the juristic person issued by the Ministry of Commerce (issued within the last 6 months) certified as true and correct copy by the authorized person as the grantor, with the statement showing that such authorised person is empowered to act on behalf of such juristic person as the shareholder.

#### **Appointment of proxy in the case of shareholders who are foreign investors and have appointed a custodian in Thailand to be a share depository and keeper**

##### **Documents of Custodian**

- (1) The proxy form must be correctly and completely filled out, signed by the authorised representative of the custodian (the grantor), and signed by the proxy, with the stamp duty properly affixed.
- (2) A document confirming that the person who signed the proxy form is authorized to operate the custodian business."
- (3) A copy of an affidavit for the registration of the custodian (issued within the last 6 months), certified as a true and correct copy by the authorized representative of the custodian,

including a statement indicating that the authorized representative, who signed the proxy form as the grantor, is empowered to act on behalf of the custodian.

- (4) A copy of the government-issued document that is still valid for the authorized representative of the custodian: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature.

#### **Documents of the shareholder who is a foreign investor**

- (1) A power of attorney from the shareholder authorizing the custodian to sign the proxy form on their behalf
- (2) A copy of an affidavit for the registration of the shareholder as a juristic person (issued within the last 6 months), certified as a true and correct copy by the juristic person's representative, including a statement indicating that such juristic person's representative, who signed the proxy form as the grantor, is empowered to act on behalf of the juristic person shareholder.
- (3) A copy of the government-issued document that is still valid for the juristic person's representative: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature

#### **Documents of proxy**

A copy of the government-issued document that is still valid for the proxy: Identification card, government officer card, driver's license, or passport (for foreign nationals), with a certified true copy signature

### **3. In Case Shareholders Deceased**

In this case, the administrator of the deceased's estate attending the meeting by himself/herself or appointing a proxy to attend the meeting on his/her behalf must use a copy of the court order appointing him/her as administrator of the deceased's estate, signed by the authorized person

### **4. In Case Shareholders are Minors**

Their parents or legal guardians attending the meeting by themselves or appointing a proxy to attend the meeting on their behalf must use a copy of identification card or house particular, or birth certificate of their minors.

### **5. In Case Shareholders are Incompetent Persons or Quasi-Incompetent Persons**

The guardian or curator attending the meeting by himself/herself for appointing a proxy to attend the meeting on his/her behalf must use a copy of the court order appointing him/her as a guardian or curator, signed by the authorized person



*Remark: For documents in foreign languages, if the original supporting documents are not in English, English translations of such documents are required and must be certified as a true translation by the shareholders or the authorised person of the juristic persons.*

If any shareholder has questions they would like the bank to address regarding the items on the agenda, they may submit their questions in advance using the question form. The details can be found at [www.thaicreditbank.com](http://www.thaicreditbank.com) under the "For shareholder >> Investor Relations>> Shareholder info. The questions may be sent via email to [Corpsec@thaicreditbank.com](mailto:Corpsec@thaicreditbank.com) or by registered mail to the Corporate Secretary at Thai Credit Bank Public Company Limited, 121/42-45 RS Tower, 10th Floor, Ratchadapisek Road, Din Daeng, Din Daeng District, Bangkok 10400 by **April 21, 2025**