

**Instructions on registration procedures, proxy appointments, and documents
and evidence required for presentation on the meeting day**

Registration

Shareholder and proxy registration will start at 12:00 p.m. on Thursday, April 24, 2025, at the Hole-in-One Meeting Room, Phothalai, Bangkok (28 Soi Yothinphatthana 3, Praditmanutham Road, Khlong Chan, Bang Kapi, Bangkok 10240). The meeting venue is shown on the map (**Attachment 9**).

Proxy

In case that a shareholder is unable to attend the meeting, he/she may authorize another person to attend and vote on his/her behalf. The Company provides 3 types of proxy consisting of Form A, B and C as determined by the Department of Business Development, Ministry of Finance (**Attachment 11**).

Proxy Method shall be processed as followed:

A General Shareholder shall select only one of either Form A or Form B. The company recommends selecting Form B. and specifying the voting in each agenda item.

- 1) A Shareholder who is a foreign investor and appoint his/its Custodian in Thailand as the Custodian shall select Form C.
- 2) A Shareholder who authorizes the proxy shall authorize only one proxy to attend and vote on the shareholder's behalf. The number of shares of one shareholder cannot be divided to more than one proxy for casting the votes.
- 3) A shareholder can authorize any person as they wish or authorize an independent director of the Company (Please see Profile of Independent Director for Proxy (**Attachment 8**)). In case that a shareholder authorizes an independent director of the Company, a shareholder is recommended to select Form B, specify the voting in each agenda and deliver the proxy with customary documentary to:

Company Secretary

Supreme Distribution Public Company Limited

2/1 Soi Praditmanutham 5, Praditmanutham Road, Tha Raeng Bangkhen, Bangkok 10230

For the purpose of document inspection, please be informed that the documents should be delivered to the Company by **April 11, 2025**.

- 4) Completely and clearly fill in the information with the signature of proxy and proxy grantor in the proxy. Affix the Baht 20 duty stamp and cancel the duty stamp with specifying the date of Proxy Form.
- 5) Proxy and customary documents as specified in Documents Required Declaring to the Meeting is required to declare at the registration desk for proxy on the meeting date.

Documents Required Declaring to the Meeting

In the event that the shareholder is an ordinary person

- 1) Attendance in person:
A valid ID card, official identification card, driver license, or passport (in case of foreigner). If there are any changes regarding the name or surname, the customary documentary is required.
- 2) Attendance by proxy:
 - 2.1 A completed Proxy Form as enclosed together with the Notice of the Meeting signed by the proxy grantor and the proxy with duty stamp affixed.
 - 2.2 A copy of the proxy grantor's valid ID card, official identification card, driver license or passport (in case of foreigner) certified as a true copy by the proxy grantor.

- 2.3 A valid ID card, official identification card, driver license or passport (in case of foreigner) of the proxy.

In the event that the shareholder is a juristic person

- 1) Attendance by an authorized person of the juristic person:
 - 1.1 A copy of the authorized person of the juristic person's valid ID card, official identification card, driver license or passport (in case of foreigner) certified as a true copy by the authorized person of the juristic person, and
 - 1.2 A copy of the Affidavit or Certificate of Incorporation issued by the Ministry of Commerce certified as a true copy by the authorized person of the juristic person with a statement showing that the authorized person of the juristic person who signed the proxy is authorized by the juristic person to act on behalf of the juristic person which is a shareholder and affixed with the corporeal seal (if any).
- 2) Attendance by proxy:
 - 2.1 A completed Proxy Form as enclosed together with the Notice of the Meeting signed by the proxy grantor and the proxy with duty stamp affixed,
 - 2.2 A copy of valid ID card, official identification card, driver license or passport (in case of foreigner) of the authorized person of the juristic person and proxy certified as a true copy,
 - 2.3 A valid ID card, official identification card, driver license or passport (in case of foreigner) of the proxy, and
 - 2.4 A copy of the Affidavit or Certificate of Incorporation issued by the Ministry of Commerce certified as a true copy by the authorized person of the juristic person with a statement showing that the authorized person of the juristic person who signed in the proxy is authorized by the juristic person to act on behalf of the juristic person which is a shareholder and affixed with the corporeal seal (if any).
- 3) Attendance by proxy of a shareholder who is a foreign investor and appoint his/her/its Custodian in Thailand as the Custodian that authorizes a proxy according to Proxy Form C:
 - 3.1 Documents provided by Custodian
 - 3.1.1 A completed Proxy Form C. as enclosed together with the Notice of the Meeting signed by an authorized person of Custodian which is a proxy grantor and the proxy with duty stamp affixed,
 - 3.1.2 A Certification letter certified by that such authorized person signing the Proxy Form has the authority to operate Custodian business.
 - 3.1.3 A copy of the Affidavit or Certificate of Incorporation of the Custodian certified as a true copy by an authorized person of the Custodian with a statement showing that such authorized person of the Custodian who signed in the proxy is authorized to act on behalf of the Custodian and affixed with the corporeal seal (if any).
 - 3.1.4 A copy of valid ID card, official identification card, driver license or passport (in case of foreigner) of the authorized person of the Custodian certified as a true copy.
 - 3.2 Documents provided by Foreign Shareholder
 - 3.2.1 A proxy authorized the Custodian to sign in the proxy on behalf of the shareholder,
 - 3.2.2 A copy of the Affidavit or Certificate of Incorporation certified as a true copy by the representative of the juristic person with a statement showing that representative of the juristic

person who signed in the proxy is authorized by the juristic person to act on behalf of the juristic person which is a shareholder and affixed with the corporeal seal (if any).

3.2.3 A copy of valid ID card, official identification card, driver license or passport (in case of foreigner) of the representative of the juristic person certified as a true copy.

3.3 Documents provided by proxy A valid ID card, official identification card, driver license or passport (in case of foreigner) of the proxy is required to declare.

Procedures for Vote Counting and Report on Voting Results

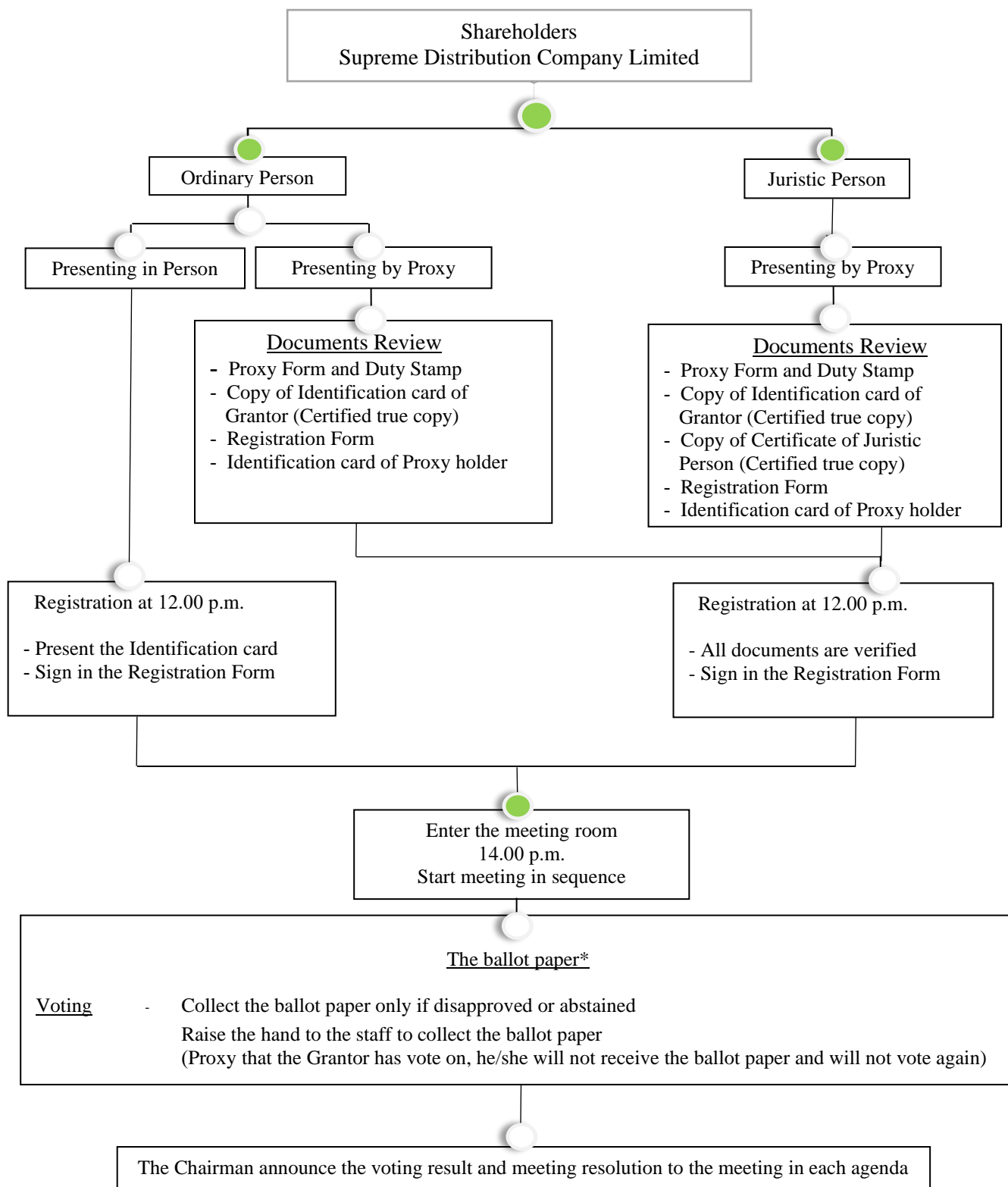
Voting Process

1. Only shareholders wishing to cast their votes as disapproval or abstention shall be required to indicate a mark in disapproval or abstention vote on the ballots (given to all of the shareholders at the registration) and the Chairman asked the officials to collect the ballots for vote counting and announced the voting results to the Meeting.
2. Any shareholder who did not cast their votes on the ballots or failed to submit their ballots to the officials would be assumed to have approved the agenda item as proposed by the Chairman.

Procedures for Vote Counting

1. The method of voting shall be based on one share one vote and the majority of votes shall be deemed as a resolution except as stated otherwise by law, In the event of an equality of vote, the Chairman shall be entitled to a second or casting vote.
2. For vote counting in each agenda item, disapproval and/or abstention votes shall be deducted from the total number of votes cast by the shareholders present at the Meeting. The remainder of the votes will be counted as approve. The number of votes cast by the proxy has already been included in the Proxy Form. Those votes were recorded at the time of registration
3. If any shareholder desires to leave the Meeting and already vote on the ballots in advance, please contact the officials, except for their voting in approval.
4. The voting results will be announced for votes as approval, disapproval, abstention. In each agenda item, the quorum will be based on the latest number of shares held by attendants present in the Meeting.

Procedures for Attending the 2025 Annual General Meeting of Shareholders



** At the end of meeting, please return the ballot paper at the staff to used checking score