

**Document or Evidence as a Proof of Shareholding or a Proxy of a Shareholder****1. Individual Shareholders****Thai Citizen**

- (a) Shareholders should present (Personal ID card or government official ID card or enterprise official ID card)
- (b) In case of proxy, the copy of passport of the authorized and citizen ID card or passport (foreigners) of the proxy should be presented.

**Foreigners**

- (a) Passport
- (b) In case of proxy, passport of the authorized and personal ID card or passport (foreigners) of the proxy should be presented

**2. Juristic Person****Juristic person registered in Thailand**

- (a) The Certification Letter issued by Department of Business Development, Ministry of Commerce, not exceeding 30 days.
- (b) The copy of personal ID card or passport (foreigners) of the authorized director signing in the proxy form and the personal ID card or passport (foreigners) of the proxy.

**Juristic Person registered in Foreign Countries**

- (a) The Certification Letter
- (b) The copy of personal ID card or passport (foreigners) of the authorized director signing in the proxy form and the personal ID card or passport (foreigners) of the proxy.

All copied documents should be certified true and correct. The notary public shall signatory certify the documents composed in the foreign countries.

**The registration of Attendance**

Shareholders or the proxy shall register and submit the documents or evidences for examination at the meeting place on 30<sup>th</sup> March, 2018 from 08.00 hours onwards.