

## Guidelines for attending The Annual General Meeting of Shareholders for the year 2024 through Electronic Media (E-AGM)

Shareholders or proxies who intend to attend The Annual General Meeting of Shareholders for the year 2024 shall submit the documents of identification as specified to the Company within 9 April 2024. After the Company has verified the name of shareholder according to the list of shareholders who are entitled to attend the Meeting, then, the electronic media service provider will circulate the link for attending the Meeting and the meeting manual to the shareholder at e-mail provided by the shareholder according to the Registration Form for attending the Meeting through Electronic Media (E-AGM). The link will be provided to each shareholder or proxy per 1 e-mail account only and will be sent in advance 4 days prior to the date of the Meeting. Therefore, please study the meeting manual on how to use E-AGM meeting system as provided together with the link.

### Notification of intention to attend the meeting through electronic media

Shareholders who wish to attend the meeting via electronic media shall notify their intention to attend the meeting as follows:

If shareholders wish to notify their intention to attend the meeting via electronic media (E-AGM) by sending information via E-mail or Postal:

1. Please fill out the form requesting to attend the meeting through electronic media (E-AGM), details of which are appeared in *Enclosure 5 Registration form for attending The Annual General Meeting of Shareholders for the year 2024 through Electronic Media (E-AGM)*. Please provide your e-mail and mobile phone number clearly for the meeting registration.
2. Attach copies of the following identification documents to confirm the right to attend the E-AGM:
  - 2.1 For a shareholder who is a natural person:
    - In the case where a shareholder wishes to attend the E-meeting by him/her-self:
      - a copy of a valid and unexpired government-issued identification documents such as an ID card, government ID card, driver's license, or passport (If the shareholder changes the name-surname, please attached the evidence supporting the change of name-surname), certified true and correct copy by the shareholder.
    - In case where a shareholder grants a proxy to other to attend the E-Meeting:
      - The Proxy Form (attached with the Invitation Letter) which is correctly and completely filled out and signed by the proxy grantor and the proxy holder and affixed with stamp duty.

- A copy of the proxy grantor's identity document, such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired, and certified true and correct copy by the proxy grantor.
- A copy of the proxy's identity document, such as an ID card, a government official an ID card, passport (In the case of foreigners) that has not expired, and certified true and correct copy by the proxy holder.

2.2 For a shareholder who is juristic person:

- In the case where an authorized person(s) who can sign to bind the juristic person (director) wishes to attend the E-Meeting by themselves
  - A copy of the juristic person registration certificate issued no later than six months before the date of the meeting, certified true and correct copy by the authorized person(s) who can sign to bind the juristic person (director).
  - A copy of the identity document of such authorized person of the juristic person (director), such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired, and certified true and correct copy by such authorized person of the juristic person (director).
- In the case of granting a proxy to proxy holder to attend the E-Meeting
  - The Proxy Form (attached with the Invitation Letter) which is correctly and completely filled out and signed by the proxy grantor and the proxy holder correctly and affixed with duty stamp.
  - A copy of the juristic person registration certificate issued no later than six months before the date of the meeting, certified true and correct copy by t by the authorized person(s) who can sign to bind the juristic person (director).
  - A copy of the identity document of such authorized person of the juristic person (director), such as an ID card, a government official ID card, passport (In the case of foreigners) that has not expired, and certified true and correct copy by such authorized person of the juristic person (director).
  - Copy of the identity document of the proxy as in the case of natural persons as mentioned above.

If the documents or evidences mentioned above are not in Thai or English, shareholders must present an English translation of such documents which shall be duly certified true and correct translation by such shareholder or by the authorized person being who can sign to bind the juristic person (in the case of a juristic person).



3. Submit the form requesting to attend the meeting through electronic media (E-AGM) in accordance with item 1 and proof of identity along with supporting documents in accordance with item 2, via the following channels, to the Company within 9 April 2024

- By E-mail: **comsec@rhombho.co.th**
- By Post Mail: **Corporate Secretary**  
**RHOMBHO PROPERTY PUBLIC COMPANY LIMITED**  
**4444 – 444/1 Pracha Uthit Road, Huaykwang Sub-district, Huaykwang District,**  
**Bangkok, 10310**

**Attending Shareholders’ Meeting through Electronic Media (E-AGM):**

1. Once the shareholders or proxies wish to attend the meeting and have been fully verified, they will receive an E-mail from the electronic meeting service provider containing the link for attending the meeting, and the meeting manual, 4-day in advance prior to the date of the meeting. Please study the manual on how to use the E-EGM meeting system. If shareholders or proxies does not receive the e-mail within the **17 April 2024**, please contact with the Company immediately.
2. The attendance and voting via electronic media are available on computers/ notebooks/ tablets and mobile phones via Web Browser: Chrome with 4G speed internet or home internet.

Remark: in case of attending the meeting via tablet and mobile phone, Zoom Cloud Meeting shall be installed before attending the meeting, which can be downloaded as follows:

IOS system	Android system
	
<a href="https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307">https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307</a>	<a href="https://play.google.com/store/apps/details?id=us.zoom.videomeetings">https://play.google.com/store/apps/details?id=us.zoom.videomeetings</a>

3. The system will be open for attendance 60 minutes before the start of the meeting. However, the live broadcast will begin only at the time of the meeting.
4. To log in to the system, the attendees are required to use information of the shareholder registration number and ID card number of the shareholder.

5. Voting through the E-Voting system, you will be able to vote for each agenda by voting approve, disapprove, or abstain, only one or the other. In case of not voting on any agenda, the system will consider that you vote as approved immediately (using the method of counting the votes toward approving).
6. In the case where an attendee has a problem using the E-AGM system, you can contact OJ International Co., Ltd. via the phone number given in the e-mail that has been sent to you with the system's user manual.

\*\*\* This shareholder's meeting will be held via electronic media (E-AGM) only.\*\*\*

**If a shareholder wishes to appoint an independent director as a proxy:**

If a shareholder is unable to attend the E-AGM by themselves or unable to give proxy to other to attend the E-AGM and wishes to grant a proxy to Independent Director of the Company. In such case, please submit the Proxy Form, the details of which are provided in *Enclosure 8 Proxy Form (Form A, Form B and Form C)*, which shall specify one of the Independent Directors as the proxy. The Information on Independent Directors for shareholders' proxy is appeared in *Enclosure 3 The Definition of Independent Director including profiles of Independent Directors acting as shareholder proxies*. The Proxy Form shall be delivered to the Company **within 9 April 2024** via the following channels:

- By E-mail: comsec@rhombho.co.th
- By Post Mail: Corporate Secretary  
RHOMBHO PROPERTY PUBLIC COMPANY LIMITED  
4444 – 444/1 Pracha Uthit Road, Huaykwang Sub-district, Huaykwang District,  
Bangkok 10310

Remarks: In case the shareholder has casting the vote on each agenda, the Independent Director shall vote in accordance with the vote casted by the shareholder as specified in the proxy form, which each agenda, the shareholder may only cast the vote to approve, disapprove, or abstain, the shareholder may not split votes (except for the case of the casting of vote by custodian)

**In the case where a shareholder is a foreign investor and has appointed a custodian in Thailand to be a depositor of shareholder:**

Please submit the following information:

1. The Proxy Form C (attached with the Invitation Letter) correctly and completely filled out and signed by the proxy grantor and the proxy holder and affixed with stamp duty of Baht 20.

2. Custodian's Certificate of Incorporation (Custodian) duly signed and certified true and correct copy by the authorized person(s) on behalf of the juristic person of the Custodian or the attorney with the corporate seal (if any).
3. Power of Attorney from the shareholders authorizing a Custodian to sign the Proxy Form on behalf.
4. Letter of certification to certify that the person executing the Proxy Form has obtained a permit to act as a Custodian.
5. Copy of ID card, or a copy of government official ID card, or copy of passport (In the case of foreigners) of the proxy with certified the true copy.
6. Send the information via the following channels:
  - by E-mail: **comsec@rhombho.co.th**
  - By Post Mail: **Corporate Secretary**  
**RHOMBHO PROPERTY PUBLIC COMPANY LIMITED**  
**4444 – 444/1 Pracha Uthit Road, Huaykwang Sub-district, Huaykwang**  
**District, Bangkok 10310**

Submitting advice or question regarding the business, industry, performance of the Company, or other related matters for consideration at the E-AGM:

In the case where shareholder wishes to submit any advice or question, it shall be done in 2 methods as follows:

1. Send suggestions or questions to the company in advance of the meeting date. By using the form to submit questions in advance of The Annual General Meeting of Shareholders for the year 2024 through the following channel:
  - By E-mail: **comsec@rhombho.co.th**
  - By Post Mail: **Corporate Secretary**  
**RHOMBHO PROPERTY PUBLIC COMPANY LIMITED**  
**4444 – 444/1 Pracha Uthit Road, Huaykwang Sub-district, Huaykwang**  
**District, Bangkok 10310**
2. Submit advice or question during the meeting to those who attend the E-AGM. The attendee shall specify name and surname and inform that his/her is a shareholder who attending the meeting in person or is a proxy, before every advice or question is submitted, the Company will open the following channels for submitting advice and questions during the meeting:

- Chat channel text messaging system (Chat);
- Voice chat channel in which attendee will press the button to raise his/her hand and turn on the microphone on his/her device after the system controller sends you an invitation to chat. Please turn off your microphone after every conversation is over (The details can be found in the user manual which has been sent to attendees' E-mail).

In this regard, if shareholder has any queries regarding the meeting, please contact the staff as follows:

1. Regarding sending identification document to verify for The Annual General Meeting of Shareholders for the year 2024 attending the E-Meeting, please contact the Company via the Company's contact channels as detailed above.
2. Regarding the procedure of attending the meeting and voting through the E-Meeting, in the case where the verification of identity is correct and complete. Please contact **OJ InternationalCo.,Ltd.** via the phone number given in the e-mail that has been sent to you with the system's user manual.