

## **Shareholder's identification documents or proxy to be entitled to attend the Meeting**

As per the policy of the Board of Directors of the Stock Exchange of Thailand Re: Appropriate practices for listed companies for organizing shareholders' meeting which its objectives are to create good standard procedure that builds up confidence of the shareholders, investors and stakeholders, and to ensure transparency, equity and benefits to the shareholders. Therefore, it is appropriate to examine the followings documents or evidences of the shareholders or proxies. Since some shareholders are not yet familiar with the procedures, the Company will hold the rights to compromise the display of the following documents if appropriate.

### 1. Individual Shareholders

#### 1.1 Thai Shareholders

- a) Original copy of the shareholder's identification card ("I.D. card") or Government official identification card or state enterprise employee identification card or driver license (which remains valid). In the event of a change in the first name and/or family name, evidence of such change shall be presented
- b) A proxy must present copy of one of document of the shareholder as specified in Item a), along with copy of the I.D. card of the proxy.

#### 1.2 Foreign Shareholders

- a) The shareholder's original passport or a passport substitute (which remains valid).
- b) A proxy must present copy of the passport of the shareholder, along with copy of the I.D. card or passport of the proxy.

### 2. Juristic Shareholders

#### 2.1 Thai juristic shareholders

- a) Copy Affidavit of juristic person, issued by the Business Development Department, Commerce Ministry for a period no longer than 6 months.
- b) Copy of the I.D. card or passport of the authorized directors or authorized representatives, whose signature shown in the proxy form, along with the copy of the I.D. card or passport of the proxy.

#### 2.2 Non-Thai Juristic Person

- a) Affidavit of the juristic person, issued by the Government Agency, where the juristic person is established.
- b) Copy of I.D. card or passport of the authorized directors or authorized representatives, whose signature shown in the proxy form, along with copy of the I.D. card or passport of the proxy.

Each Proxy Form must be affixed with duty stamp(s) for the value of Baht 20. In the event that more than one person is appointed as proxy, additional Baht 20 stamp must be affixed for each additional proxy. For your convenience, the Company will provide the duty stamp to facilitate the Proxy when registration to attend the meeting.

If an original document is not made in English, please attach the English translation duly certified by the shareholders or authorized director(s) of such juristic entity.

In case the presented documents are photocopied, they must be certified the true copy. When the documents are arranged overseas, they must be certified with notary public seal.

The shareholders or the proxy holders can present the documents at the meeting venue from 12.00 p.m. of January 30, 2020 onward.

The Company has enclosed the Proxy Form A and B (Enclosure 6) and also provides the Proxy Form C (for custodian only) on the Company's website at [www.oishigroup.com](http://www.oishigroup.com) under section Investor Relations, sub-section Shareholder Information/Shareholders' Meeting; the shareholders are to submit either one, in order to appoint proxy to attend the 2020 Annual General Meeting of Shareholders on Thursday, January 30, 2020 at 2.00 p.m. at Grand Hall I, 2<sup>nd</sup> Floor, the Athenee Hotel, a Luxury Collection Hotel, Bangkok, 61 Wireless Road, Lumpini, Pathumwan, Bangkok 10330, or any adjournment thereof to any other date, time and venue.