

**Clarification on documents and evidence required to identify shareholders or their proxies
on the registration for attending and voting in the shareholders' meeting**

The registration for attending the 2021 Annual General Meeting of Shareholders shall be conducted by barcode system. For transparency, fairness, and benefit and convenience to shareholders, the Company, therefore, determines the verification of documents and evidence to identify the shareholders and/or their proxies who are entitled to attend the Meeting to comply with as a practice:

1. Proxy Form

The Company has prepared three proxy forms as stipulated in an announcement of the Department of Business Development, the Ministry of Commerce, for shareholders who cannot attend the Meeting where such shareholder may appoint other people or any independent director as their proxy to attend the Meeting and cast their votes on behalf of such shareholder. In this respect, the Company has attached Proxy Form B, which is a proxy form indicating a certain proxy items, with this invitation (enclosure no.11).

In this regard, the Company has also prepared all three aforementioned Proxy Forms which the shareholders may download it from the Company's website i.e., <https://investor.dohome.co.th/th/downloads/shareholder-meeting.com>. For the convenience in registering, **please bring the invitation letter on the meeting date.**

2. Proxy

A shareholder who is unable to attend the Meeting in person may appoint any person as their proxy by the following procedures:

- 1) Select only one proxy form, where;
 - 1.1 General shareholder shall select one of either proxy form A or proxy form B;
 - 1.2 Shareholders listed in the share register book as Foreign Investors who appointed the Custodian in Thailand to accept taking care of their shares shall select proxy form C.
- 2) Authorize any person who is major or any Independent Director of the Company to be the their proxy by indicating a symbol, the name and details of such person or the name of the Independent Director as attached herewith (enclosure no. 10). In this regard, only one person can be appointed as a proxy to attend the Meeting.

The shareholder who appoints the Independent Directors of the Company as their proxy shall complete the details required in the proxy form and sign in the proxy form as a grantor and deliver all required documents to the Company's office below:

Dohome Public Company Limited
The Company Secretary
No. 60 Vibhavadi-Rangsit Road, Samsennai Sub-district,

Phayathai District, Bangkok Metropolis, 10400 Thailand.

All required documents must be delivered to the Company Secretary division by Monday April 5, 2021 at 18:00 to order to allow our officer to have sufficient working time for their review. The documents can also be delivered to the Company's officers on the Meeting date at the registering station before the starting of the Meeting.

Any shareholder who has question on registration or completion of the proxy form, please contact the Company Secretary division at telephone no. 062-1976688, or via email at IR@dohome.co.th.

- 3) Affix and cross stamp duty of THB 20 to the proxy form and specific the date of the proxy form. For the shareholders' convenience, the Company will facilitate in affixing the stamp duty at the registration to attend the Meeting.

In this regard, the shareholder shall appoint only one person as their proxy to attend the Meeting and cast their votes. Allocation of shares to several proxies in order to split the vote is not allowed and the shareholder shall authorize their proxy in the same number of shares held by them. Authorization of vote less than the total number of shares held by them is not allowed saved for the Custodian appointed by the Foreign Investor in accordance with Proxy Form C.

3. Documents to be produced prior to the Meeting

In any case, the identity document must (1) be issued by competent authorities, such as identification card, civil servant identification card, or driving license, (2) is still valid, and (3) does not be damaged or in a condition that cannot identify the holder. If the holder has changed his/her name, supporting evidence is required.

If an original document is not made in Thai or English, please attach the English translation duly certified an accurate translation by the shareholder or the authorized representative of such juristic person.

Shareholder who is a natural person

- 1) Attending in person: the original identity document must be presented at the Meeting.
- 2) Attending by proxy:
 - Either proxy form A or proxy form B duly completed and signed by shareholder and proxy;
 - Copy of shareholder's identity document duly certified a true copy by such shareholder; and
 - Copy of proxy's identity document duly certified by such proxy. In this regard, the original identity document is required to be presented at the registration stage.

Shareholder who is a juristic person

- 1) Representative attending in person(s):
 - Either proxy form A or proxy form B duly completed and signed by shareholder and proxy;

- Copy of a company's affidavit duly certified by its representative (the authorized person according to the company's affidavit); and
- Copy(ies) of its representative 's identity document duly certified by such representative. In this regard, the original identity document is required to be presented at the registration stage.

2) Attending by proxy:

- Any Proxy Form (either Form A or Form B) duly completed and signed by representative of such juristic shareholder (the authorized person according to the company's affidavit);
- Copy of a company's affidavit duly certified by its representative containing particular statements that such representative has a authority to act on behalf of the company;
- Copy(ies) of identity document(s) of its representative duly certified by the representative; and
- Copy(ies) of proxy's identity document(s) duly certified by proxy. In this regard, the original identity document is required to be presented at the registration stage.

3) Custodian appointed as depositary by foreign investors:

- 3.1 Documents as under juristic person of item No 1) and 2) above shall be prepared. The shareholder must use Proxy Form C; and
- 3.2 In the event custodian has been authorized to sign on proxy, the following documents shall be additionally required:
- A power of attorney from the share appointing such custodian to sign on proxy on behalf of them; and
 - A confirmation letter that signatory has been licensed to engage in custodian business.

4. **Registration**

The Company shall start the registration two hours prior to the Meeting time or from 12:00, Thursday, April 8, 2021 at the venue enclosed herewith (enclosure no. 12).

5. **Vote Casting Criteria**

- 1) To cast the votes in the Meeting, one (1) share is equal to one (1) vote and the shareholder who has special interest in any agenda shall not allowed to cast their vote, saved for the election of director

Director agenda

According to Article 19 of the Company's Articles of Association, the Meeting shall elect directors in accordance with the criterias and procedures as follows:

- 1.1) Each shareholder or each proxy shall have number of vote equals to the number of shares held;

- 1.2) Each shareholder or each proxy may exercise all the votes they have under item 1. 1) above to elect one person or several people to be a director but shall not be entitled to split the number of their votes to several people.
 - 1.3) The persons receiving the highest votes in their respective order of the votes shall be elected as directors at the number equal to the number of directors required at that time. In the event of an equality of votes among the persons elected in order of respective high numbers of votes, which number exceeds the required number of directors of the Company at that time, the Chairman of the Meeting shall have an additional vote as the casting vote.
- 2) A vote in each agenda shall be counted by voting as indicated in the shareholder registration or ballots from the shareholders in the meeting. The shareholders shall only vote for either: agree, disagree, or abstain while splitting of votes is not allowed (except in the case of custodian who is appointed by foreign investor as stipulated in Proxy Form C).
- 3) In case of proxy
- 3.1) Proxy shall cast a vote only as specified in the proxy form; Vote of the proxy in any agenda which is not in accordance with this the proxy form shall be invalid and shall not be counted as the vote of the shareholder.
 - 3.2) In the event that no instruction has been specified, or instruction is not clear in the proxy form, or the Meeting considers or votes on any matters other than those specified in the proxy form, or there would be any amendment or addition in facts, then the proxy shall have discretion to consider and vote on behalf of the shareholder as the proxy deems appropriate.

6. Procedures on Casting Votes

Chairman of the Meeting or staff of the Company shall explain vote casting procedure before the commencement of the Meeting. The staff shall count the votes in each agenda based on the number of votes indicated in the proxy form when the voters register to attend the Meeting and/or from the number of votes in the ballots delivered by the shareholders in the Meeting. Results of the vote counting shall be announced before the end of end of each agenda.

However, the number of shareholders in each agenda may not remain stable, as there may be some shareholders attending the meeting after starting the meeting or leaving the meeting room before the end of the meeting. In addition, the Company has arranged to have the inspector (who is an external legal counsel) be in the Meeting in order to observe and examine the vote-counting procedures of the Meeting. This is to ensure that the Meeting will be transparent and comply with the laws and the Company's articles of association.

Registration and Meeting Processes

