

Clarifications and guidelines for attending shareholder meeting via electronic media (E-Meeting)

Shareholders or proxies wishing to attend the meeting can submit a request to attend the meeting as specified to the Company within 18 April 2024. When the Company has verified the information of shareholders who have the right to attend the meeting, the service provider will send the link for meeting participation and user manual to the email that you submitted. The link will be sent 1-2 days before the meeting date.

Notification of intent to attend the meeting via electronic media

Shareholders who wish to attend the meeting via electronic media should make type request by using request form from 4 methods as follows:

1. Request to attend the meeting by sending a meeting attendance acceptance form via email
2. Request to attend the meeting by sending a meeting attendance acceptance form by mail
3. Request to attend the meeting via the website; <https://www.affinityrelation.com/service/>
4. Request to attend the meeting by scanning the QR Code below, select the AGM of Shareholders of AddTech Hub Public Company Limited, registering and attaching files according to the steps in the system.



In the case of request to attend the meeting via electronic media by sending request to attend via email or post

1. Please fill out the meeting attendance via electronic means acceptance form by specifying your email and your mobile phone number clearly, to be used in registering to attend meetings.

2. Attach documents showing proof of identity to confirm the right to attend the E-Meeting

2.1. Individual

2.1.1. In case that shareholders wish to attend the meeting in person via electronic means.

2.1.1.1 Certified copy of a government-issued document that has not expired, such as a national ID card, government official identification card, driver's license, or passport. In case of a change in name or surname, please attach the said documents.

2.1.2. In the case of a shareholder granting a proxy to another person to attend the meeting on their behalf through electronic means

2.1.2.1 Proxy form as attached with the meeting invitation letter, fill information correctly and completely with the names of the proxy grantor and proxy signed and affixed with stamp duty.

2.1.2.2 Copy of the proxy grantor's identification document. Government issued documents that have not expired such as national identification card, government official identification card, driver's license, or passport. In case of a change name or surname, please attach the said document as well with signed and certified as a true copy of the proxy.

2.1.2.3 Copy of the proxy holder's identification document. Government issued documents that have not expired such as national identification card, government official identification card, driver's license, or passport. In case of a change in name or surname, please attach the said documents as well with signed and certified true copy of the proxy.

2.2. Juristic person

2.2.1. In case of person authorized to sign on behalf of the juristic person (director) wishing to attend the meeting in person via electronic means

2.2.1.1. Copy of shareholder's company affidavit issued no more than 6 months before the date of the shareholder meeting and certified as a true copy by the representative of the juristic person (director) who has the authority to sign on behalf of the juristic person.

2.2.1.2. Copy of the identification document of the juristic person's representative (director) issued by the government that has not expired such as a national ID card, government official identification, card driver's license, or passport. In case of a change in name or surname, please attach the said documents as well with signed and certified as a true copy.

2.2.2. In the case where a proxy is given to the proxy holder to attend the meeting via electronic means

2.2.2.1. Proxy form as attached with the meeting invitation letter. Fill in the information correctly and completely and signed by the grantor and the proxy.

2.2.2.2. Copy of shareholder's company affidavit issued no more than 6 months before the date of the shareholder meeting and certified as a true copy by the representative of the juristic person (director) who has the authority to sign on behalf of the juristic person.

2.2.2.3. Copy of a identification document of the juristic person's representative (director) issued by the government that has not expired such as a national ID card, government

official identification card, driver's license, or passport. In case of a change in name or surname, please attach the said documents as well with signed and certified as a true copy.

2.2.2.4. Copy of the proxy holder's identification document, same as in the case of natural persons as mentioned above.

Remark: In case the documents or evidence mentioned above are not in Thai or English, shareholders must present an English translation of the document with signed to certify the translation by shareholders or by the person authorized to sign to bind that juristic person (in the case of a juristic person).

3. Register or send documents requesting to attend the meeting via electronic means and proof of identification along with various supporting documents by sending them **to the Company within 18 April 2024** through the following channels:

- Email: secretary@addtechhub.com

- Post: Company Secretary,

AddTech Hub Public Company Limited,
Empire Tower, Unit 4106-7, 41st Floor,
1 South Sathorn Road, Yannawa, Sathorn,
Bangkok 10120

- Website: <https://www.affinityrelation.com/service/>

- For additional information: Company Secretary, AddTech Hub Public Company Limited, telephone number 0 2835 3957-8 ext.104

Registration steps to attend the meeting using the AFF E-Meeting system

1. Register to attend the meeting via the link sent by the Company
or enter the website, <https://www.affinityrelation.com/service/>, select the 2024 Annual General Meeting of AddTech Hub Public Company Limited.
or through the QR Code channel below:



to proceed with registration

2. Complete the registration according to the information on the website along with attaching a copy of the shareholder's ID card.
3. For registration in the case of proxy, the proxy form and a copy of the identification card of the proxy grantor and the proxy must be attached into the system for the officials to check your documents.
4. After the Company has received the registration information and has verified the details and confirmed the rights with the list of shareholders, the Company will send an email link to join the meeting to the email address specified in the registration information.
5. On the scheduled meeting date, log in using **shareholder account number (Security registration number) and reference number (Shareholder's ID card number)**.
6. Meeting attendance will be counted as a quorum only when: Shareholders press the link and log in to the meeting system only on the meeting date. (Not including whether you will join the meeting via Join Zoom meeting or not)

Participating in meeting via electronic media (AFF E-Meeting) via the Zoom Meeting system

1. When the shareholder or proxy has completed the registration to inform of the intention to attend the Annual General Meeting of Shareholders. After the Company has received the documents and verified all information, the meeting organizer on behalf of Affinity Relations Company Limited will send an email which will be a link for attending the meeting to you via the email that shareholders have specified in the registration document 1-2 days before the meeting date. Please study the manual for how to use the electronic conferencing system in

detail. In the event that you have not received the said email within 18 April 2024, please contact the Company through the channels previously notified immediately.

2. Meeting participation and voting via electronic media can be used on all devices such as computers, notebook computers, tablets, and mobile phones via Google Chrome.

3. If you want stability in viewing the meeting, it is recommended that you use the service using 4G speed internet or basic home internet or via Wi-Fi.

4. Because the meeting is organized via the AFF E-Meeting system of Affinity Relations Company Limited, the meeting is combined with the Zoom Meeting program. Therefore, in the event that shareholders have never used the Zoom system or Zoom has not yet been installed on any device. You can download and install it from below.

iOS system	Android system
	
https://apps.apple.com/th/app/zoom-cloud-meetings/id546505307	https://play.google.com/store/apps/details?id=us.zoom.videomeetings

5. The system will allow you to join the meeting 1 hour or 60 minutes before the meeting starts. The live broadcast of the meeting will begin only when it is the meeting appointment time.

6. System login requires shareholder account information (shareholder registration number) and reference number (shareholder ID card number) and shareholders must attend the meeting by logging in via the link sent to you via the email that you have already registered only. The link cannot be shared with other shareholders nor logged in with another account.

7. Voting through the AFF E-Meeting system, you can cast the vote of "Agree" or "Disagree" or "Abstain" only. In the case of not voting on any agenda, the system will immediately assume that you voted as agree. (Use the vote counting method by pouring the votes towards agree)

8. In the event that attendees have problems using the AFF E-Meeting system, you can contact Affinity Relations Company Limited (tel. 09 9265 3563 or 08 7696 5439 or 06 1764 1234).