

-Translation-

Guidelines for Attending Meeting through Electronics Media (E-EGM) and the Appointment of Proxy

Trust unitholders or proxy holders who intend to attend the Extraordinary General Meeting of Trust Unitholders of WHART No. 1/2023 through electronics media (E-EGM) is requested to submit Acceptance Form for Attending Meeting through Electronics Media (E-EGM), details of which are provided in Enclosure 15, or send the information through website or QR code with a copy of identification documents as per the details provided in this enclosure, to WHA Real Estate Management Company Limited (the “**Company**”), in its capacity of the REIT Manager of WHA Premium Growth Freehold and Leasehold Real Estate Investment Trust (“**WHART**”) within 13 June 2023. Once the Company has verified the name of the trust unitholders as of the date to determine the list of trust unitholders having the right to attend the Extraordinary General Meeting of Trust Unitholders of WHART No. 1/2023 on 24 May 2023. The service provider, which is Inventech System (Thailand) Co., Ltd. (“**Service Provider**”) will circulate the link to access the meeting through electronic media and the manual for trust unitholders via email that the trust unitholders have informed within 2 days prior to the date of the meeting.

- **Notification of the intention to attend the meeting through electronic media**

A trust unitholder who wishes to attend the meeting shall notify his/her intention to attend the meeting in methods as follows: (1) via Email or Post Mail or (2) via Website or QR Code.

The details of the method of the notification of the intention to attend the meeting through electronic media, are as follow:

1. **Notification of the intention to attend the meeting via Email or Post Mail**

- 1.1 Fill out an acceptance form for meeting attendance through electronic media (E-EGM), details of which are provided in Enclosure 15 to notify the intention to attend the meeting through electronic media (E-EGM). Please provide your Email and mobile phone number clearly to be used for the meeting registration.

- 1.2 Attach a copy of the following identification documents to confirm the right to attend the meeting (E-Meeting), as follow:

- (a) For a trust unitholder who is a natural person

- In the case where a trust unitholder wishes to attend the meeting through electronic media (E-Meeting)
 - a copy of the trust unitholders' unexpired identification card or government official identification card or passport duly certified by themselves;

- In the case where a trust unitholder grants a proxy to other to attend the meeting through electronic media (E-Meeting)
 - A Proxy Form per Enclosure 16 which is correctly and completely filled out and signed by the proxy grantor and the proxy holder, and completely affixed with stamp duty of Baht 20;
 - A copy of identification card or government official identification card or passport of grantors duly certified true and correct by the proxy grantor;
 - A copy of identification card or government official identification card or passport of proxy holders duly certified true and correct by the proxy holder.

(b) For the trust unitholders who are juristic persons

- In the case where an authorized person(s) on behalf of the juristic person wishes to attend the meeting in person through electronic media (E-Meeting)

In case of juristic persons which are established under Thai laws

- A copy of the juristic person certificate issued by the relevant governmental authority (not more than 3 months from the issuing date) and duly certified true and correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
- A copy of unexpired identification card or government official identification card or passport of the authorized person of the juristic person duly certified copy true and correct.

In case of juristic persons which are established under foreign laws

- A copy of the juristic person certificate issued by the governmental authority of the country where such juristic person is situated and duly certified true and correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
- A copy of unexpired identification card or government official identification card or passport of the authorized person of the juristic person duly certified copy true and correct.
- In the case of granting a proxy to proxy holder to attend the meeting on behalf through electronic media (E-Meeting)

In the case that grantors are juristic persons established under Thai laws

- Proxy forms per Enclosure 16, duly signed by the person being authorized to sign binding upon the juristic person pursuant to the latest juristic person certificate issued by the governmental authority (not more than 3 months from the issuing date) together with the juristic person's seal affixed (if any) and affixed with stamp duty of Baht 20.
- A copy of the company's latest juristic person certificate issued by the governmental authority (not more than 3 months old from the issuing date) duly certified true and correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
- A copy of identification card of the director(s) who sign in the proxy or a copy of passport of the director(s) who sign in the proxy (in case of foreign director(s)), certified true and correct by such director(s).
- A copy of identification card or government official identification card or passport of proxy holders duly certified true and correct by the proxy holders.

In the case that grantors are juristic persons established under foreign laws

- Proxy forms per Enclosure 16, duly signed by the person being authorized to sign binding upon the juristic person pursuant to the latest juristic person certificate issued by the governmental authority of the country where such juristic person is situated, together with the juristic person's seal affixed (if any) and affixed with stamp duty of Baht 20.
- A copy of juristic person certificate issued by the governmental authority of the country where such juristic person is situated, and duly certified true and correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any)
- A copy of identification card of the director(s) who sign in the proxy or a copy of passport of the director(s) who sign in the proxy (in case of foreign director(s)), certified true and correct by such director(s).
- A copy of identification card or government official identification card or passport of proxy holders duly certified true and correct by the proxy holders.


Remark: if the original documents are not in Thai or English, an English translation of such documents duly certified true translation by trust unitholder or the person being authorized to sign binding upon the juristic person (In case of juristic person), in the case where the document or the said evidence are not in Thai or English.

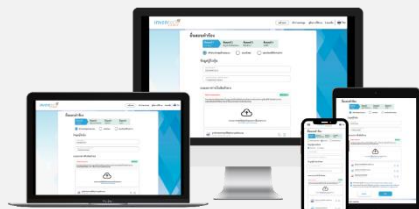
1.3 Submit requested documents and an acceptance form for meeting attendance through electronic media (E-EGM) in accordance with Item 1.1 and copy of identification document with supporting documents in accordance with Item 1.2, by way of delivery to the Company within 13 June 2023 via following channels:

- (a) Email : whart@wha-rem.co.th; or
- (b) Post Mail: WHA Real Estate Management Co., Ltd.
777 WHA TOWER, 22nd Floor, Room 2206,
Moo 13, Debaratna Road (Bangna-Trad) KM.7,
Bang Kaeo, Bang Phli, Samutprakarn 10540 Thailand

2. Notification of the intention to attend the meeting via Website or QR Code

Step for requesting Username & Password from via e-Request system

1. The Trust Unit Holders must submit a request to attend the meeting by Electronic Means via Web Browser at <https://app.inventech.co.th/WHART094312R/#/homepage> or scan QR Code  and follow the steps as shown in the picture



**** Merge user accounts, please using the same email and phone number ****

- 1 Click link URL or scan QR Code in the Invitation Letter
- 2 Choose type of request form, in order to perform 4 steps:
 - Step 1 Fill in the information shown on the registration
 - Step 2 Fill in the information for verification of unitholder
 - Step 3 Verify via OTP
 - Step 4 Complete transaction, The system will display information of unitholder
- 3 Please wait for an email informing details of meeting and Password

2. For Trust Unit Holders who would like to attend the Meeting through the Electronic Means by yourself or by proxy that is other that is not independent director, please note that the electronic registration will be available from **8:30 a.m. on 31 May 2023 to 5.00 p.m. on 13 June 2023.**

3. The electronic conference system will be available on **16 June 2023 at 11:30 a.m.** (2 hours before the opening of the meeting). Trust Unit Holders or proxy holders shall use the provided Username and Password and follow the instruction manual to access the system.

If you have any problems with the software, please contact Inventech Call Center



02-931-9137



@inventechconnect



The service will be available during 9 June 2023 – 16 June 2023 at 08.30 a.m. – 05.30 p.m.

(Only on business day, excludes holidays and public holidays)

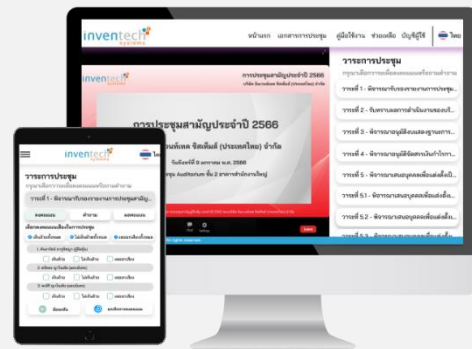
Report a problem

@inventechconnect

Step of Meeting registration and Voting process (e-Voting)

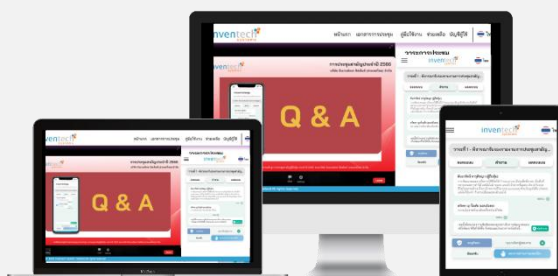
Use through PC/Laptop and Mobile/iPad

- 1 Enter the email and password that you received from your email or enter mobile phone number and OTP
- 2 Click on “Register” button
- 3 Click on “Join Attendance”
- 4 Select which agenda that you want to vote
- 5 Click on “Vote” button
- 6 Click the voting button as you choose
- 7 The system will display the status of your latest vote



To cancel the vote casted, please press the button “Cancel latest vote” (This means that you did not vote yet). The trust unit holders can change the vote until the time is over, if the Trust unit holders did not vote within the time specified, your vote shall be deemed abstained and will be included with the votes counting as specified by the meeting.

Step to ask questions via Inventech Connect



- Select agenda
- Click on “Question” button
- 1 Ask a question
 - Type the question then click “Send”

How to use Inventech Connect



User Manual e-Request



User Manual e-Voting

* Note Operation of the electronic conferencing system and Inventech Connect systems are subject to the internet system of the Trust Unit Holders or proxy, including equipment and/or program. Please use equipment and/or program as the follows to use systems.

1. Internet speed recommendation

- High-Definition Video: should have internet speed at 2.5 Mbps (Recommended internet speed).

- High Quality Video: should have internet speed at 1.0 Mbps.

- Standard Quality Video : should have internet speed at 0.5 Mbps.

2. Equipment requirements.

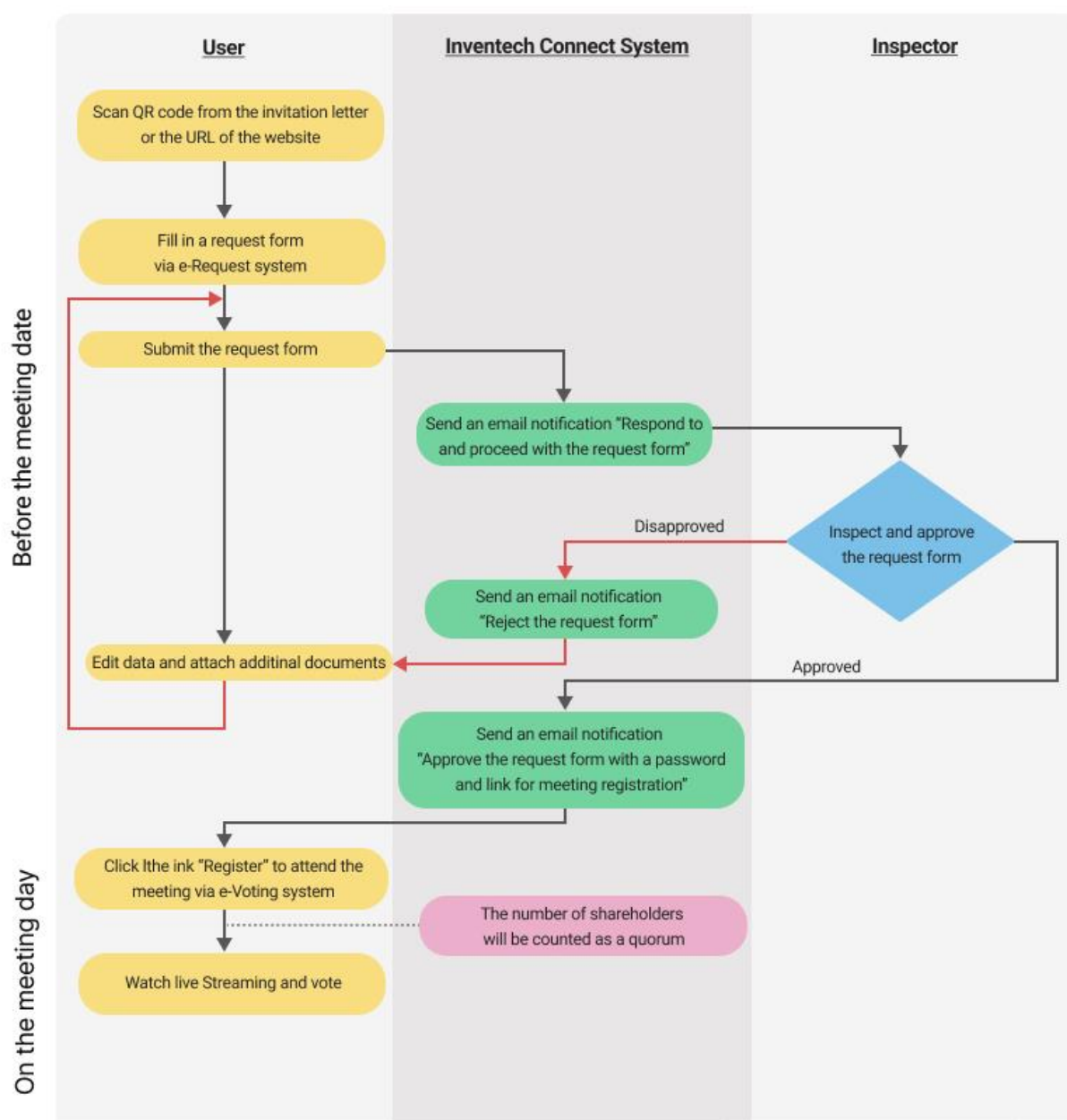
- Smartphone/Tablet that use IOS or android.

- PC/Laptop that use Windows or Mac OS.

3. Recommended Browser: Chrome (Recommend) / Safari / Microsoft Edge

**** The system does not support Internet Explorer.**

Guidelines for attending of Electronic Meeting



In case of merging / changing accounts

In case of submitting multiple request by using the same email and phone number, the systems will merge accounts or in case that user a has more than 1 account , he/she can click on "Change account" to switch between accounts, will still be while counted as the base account in the meeting

In case of leaving the meeting

Attendees can click on "Register for leaving the meeting", the number of your shares will be deducted from base votes in all unfinishedagenda items meeting base.

System Usage Conditions

3. In the case where a trust unitholder wishes to grant a proxy to an Independent Director

If a trust unitholder is unable to attend the meeting by himself/herself and intends to grant a proxy to the Independent Director of the Company: Mr. Ratachai Teratanavat to attend the meeting and vote on their behalf in this meeting, please complete and execute the Proxy Form in Enclosure 16. The Information on Independent Directors for Trust Unitholders' Proxy is appeared in Enclosure 17. Whereby the proxy and the identification documents in accordance with item 1.2 shall be delivered to the Company **within 13 June 2023** via the following channels:

- (a) Email : whart@wha-rem.co.th; or
- (b) Post Mail: WHA Real Estate Management Co., Ltd.
777 WHA TOWER, 22nd Floor, Room 2206,
Moo 13, Debaratna Road (Bangna-Trad) KM.7,
Bang Kaeo, Bang Phli, Samutprakarn 10540 Thailand

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

4. In the case where a trust unitholder is a foreign investor and has appointed a Custodian in Thailand to be a depositor of trust unit

Please submit the following information:

- 4.1 Proxy Form B. per Enclosure 16, correctly and completely filled out and signed by the proxy grantor and the proxy holder and affixed with stamp duty of Baht 20.
- 4.2 Custodian's Certificate of Incorporation duly signed and certified true and correct copy by the authorized person(s) of the Custodian or a grantee who has been authorized and affixed with a juristic person's seal (if any) and power of attorney (in case the person certified true and correct copy is the attorney);
- 4.3 Power of Attorney from the trust unitholder authorizing a Custodian to sign the Proxy Form on behalf;
- 4.4 Letter of certification to certify that a person executing the Proxy Form has obtained a permit to act as a Custodian;
- 4.5 A copy of identification card or government official identification card or passport of proxy holders duly certified true and correct by the proxy holders.
- 4.6 Send the information to the following channel:

- (a) Email : whart@wha-rem.co.th; or

(b) Post Mail: WHA Real Estate Management Co., Ltd.
777 WHA TOWER, 22nd Floor, Room 2206,
Moo 13, Debaratna Road (Bangna-Trad) KM.7,
Bang Kaeo, Bang Phli, Samutprakarn 10540 Thailand

*** This E-EGM is only an electronic meeting and the meeting venue will not be arranged. We ask for the cooperation of the trust unitholders not to travel to the Company. ***