

Registration and proxy guideline for attention AGM 2024

Vibhavadi Medical Center Public Company Limited

The policy of the Board of the Stock Exchange of Thailand, dated 19 February, 1999, relating to good practices for holding of a shareholders' meeting, aims to establish guidelines for listed companies to follow. This will create confidence to shareholders, investors and all relevant parties. Accordingly, the Company believes that an inspection of documents or evidence showing an identity of the shareholder or a representative of the shareholder entitled to attend the meeting which should be observed by the shareholders, would improve transparency, be fair and provide benefits to the shareholders.

✦ In case the shareholders attend the meeting in person

1. Ordinary Person - Personal I.D. or Identification Card of Government officer or Passport of the shareholder (in case of a foreigner) for register, including the evidence of name or last name's change (if any).

✦ In case the proxy

1. In case of the shareholder is an ordinary person who are Thai and Foreign

Documents and Evidences Requirement

- 1.1 One of Proxy Form as attached to the invitation letter to shareholders' meeting (Form A. Form B. or Form C.), completely filled in and signed by shareholder and proxy, affixed with the stamp duty 20 Baht.
- 1.2 Certified true copy of personal I.D. or Certified true copy Passport of the shareholder.

2. In case of the shareholder is a juristic person

Documents and Evidences Requirement

- 2.1 One of Proxy Form as attached to the invitation letter to shareholders' meeting (Form A. Form B. or Form C.), completely filled out and signed by the authorized director(s) of the Shareholder and the Proxy, affixed with the stamp duty.
- 2.2 Copy of shareholder's Affidavit (not over 1 year) and certify by the authorized director(s) who is sign in Proxy Form.
- 2.3 Copy of the authorized director(s) and certify by the authorized director who is sign in Proxy Form.
- 2.4 Copy of personal I.D. of the proxy.

3. In case of Foreign Shareholder appointing a Custodian in Thailand

Documents and Evidences Requirement

- 3.1 All evidences similar to those of the Juristic Person as specified in items 1 or 2.
- 3.2 The Company Affidavit or Certificate of Incorporation of such juristic person issued by the governmental authority of the country where such juristic person is located and certified by the notary public or the governmental authority issued no more than 1 year prior to the date of this Meeting. Such Company Affidavit or Certificate of Incorporation must contain the name of the juristic person, the address of the head office, and the name(s) of the authorized person(s) to sign on behalf of the juristic person, any restrictions or conditions of the authorized person(s); and
- 3.3 In case the foreign shareholder authorizes the custodian to sign the proxy form on its behalf, the following documents are required:
 - 3.3.1 Power of Attorney by foreign shareholder authorizing custodian to sign the proxy form on its behalf.
 - 3.3.2 Letter certifying that such custodian signing the proxy form has the permission to engage in the custodian business.
4. For Non-Thai Nationality or Foreign Company (Other than Those Assigning Custodian in as his/her Proxy in item 3)

Please provide the documents in accordance with the above items no. 1 or 2 as the case may be. In case that the original documents are not in English, the English translation that is certified true and correct translation by the Shareholder or the authorized director(s) of the Shareholder shall be required.

Attached to the invitation letter to shareholders' meeting are three Proxy Forms by Department of Business Development, Ministry of Commerce, as follows:

- **Form A.** general proxy form.
- **Form B.** Specific proxy form.
- **Form C.** proxy form for foreign shareholder appointing the custodian in Thailand.

Shareholder who is not able to attend the meeting may appoint a person as your Proxy, as follows:

1. Shareholders other than foreign shareholders appointing Custodian in Thailand as their proxy shall complete either Proxy Form A. or Form B. or Form C. Foreign shareholders appointing Custodian in Thailand as their proxy may choose to use Proxy Form C. In any case, each Shareholder shall complete only one of the above Proxy Forms.

2. Authorize a person to attend and vote at the Meeting on your behalf by specifying the name with details of a person or an Independent Director of the Company (as attached) to be your proxy and sign the form as the Grantor.
3. Affix 20 Baht stamp duty and specify the date of Proxy Form across such stamp duty to validate the legality.

(Shareholders can request for hard copy of proxy by contacting email cs@vibhavadi.com)

The registrations for attending the meeting will be opened at 12.30 hours on Monday, April 29, 2024 at the conference room, 9th Floor, Building 4, Vibhavadi Hospital, 51/3 Ngamwongwan Road, Ladyao, Jatujak, Bangkok 10900, as the meeting place map (Attachment 9) in the invitation letter to shareholders' meeting.

Remark :

1. In case of proxy to independent director, please submit proxy form and documents requirement to company secretary department within on Monday, April 24,2024.
2. Spilt of shares to several proxies to vote in the meeting is not allowed. Shareholder shall authorize the proxy holder to cast the votes equal to the total number of shares held by shareholder. Authorizing less than the total number of shares is not allowed
3. Affix the 20 Baht stamp duty and specify the date on the proxy form.
4. In case of juristic person, if the authorized director(s) in Power of Attorney or Proxy Form are not the authorized director(s) as Business Registration Certificate. The attendee must show evidence of a Power of Attorney all along the line stating that the person attending the meeting has the right to attend the meeting and vote on behalf of a juristic person