

(Translation)

**Procedure on Registration to Attend the Meeting and Proxy Granting**  
**For the Annual General Meeting of Trust Unitholders for the year 2018 of**  
**Thailand Prime Property Freehold and Leasehold Real Estate Investment Trust**  
**(“TPRIME”)**  
**on Wednesday, 25 April 2018, at 9.30 a.m. at Grand Ballroom, C Floor,**  
**Grande Centre Point Terminal 21 Bangkok**

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**1. Registration**

- For your convenience, please present documents, registration form and evidences (in clause 2 or 3) to the officer for verification and registration at the registration desk prior to attending the Meeting time on April 25, 2018 from 08.30 a.m. onwards.

**2. Attending the Meeting in person**

**2.1 In the case of individual**

- Please present the Trust Unitholders' a valid official document issued by the relevant governmental authorities e.g. citizen identification card, government officer identification card, or passport, including the evidence of the change of name or last name (if any).

**2.2 In the case of juristic persons**

- In case of juristic persons who are established under Thai laws, please present the following evidence to the officer for registration prior the meeting.
  - a) A copy of unexpired, no later than 3 months, the juristic person's affidavit certified issued by the relevant governmental authority and duly certified true and correct by the representative of the juristic person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
  - b) A copy of a valid citizen identification card, government officer identification card, or passport, including the evidence of the change of name or last name (if any) 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, please present the following evidence:
  - a) A copy of unexpired, no later than one year, the juristic person's affidavit certified issued by the relevant governmental authority and duly certified true and correct by the representative of the juristic person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
  - b) A copy of a valid citizen identification card, government officer identification card, or passport, including the evidence of the change of name or last name (if any) of the authorized person of the juristic person duly certified copy true and correct.
  - c) As for juristic person which are established under foreign laws, if the original documents are not in English, an English translation of such documents duly certified true translation by the person being authorized to sign binding upon the juristic person.

### 3. Granting of proxy

REIT Manager has already attached three proxy forms in accordance with Enclosure 5 as follows:

- (1) Form A : a general proxy form that is not complicated.
- (2) Form B : a proxy form that specifies details for which the proxy will be granted.
- (3) Form C : a proxy form used particularly in case of a foreign unitholder appointing a custodian in Thailand to keep in custody and take care of the trust units.

#### 3.1 If the Trust Unitholder is a natural person or a juristic person registered in Thailand

- Choose only one of the Proxy Form, either Form A or Form B
- The Trust Unitholder (granting unitholder) must appoint only one proxy to attend and vote at the meeting by the proxy form enclosed herewith. The company will deem the casting votes of the trust unitholders' proxy holders as the casting vote of total trust unitholders, or as the casting vote of total voting rights of such trust unitholders, as the case maybe.
- In the case of grant a proxy to Independent Director is entitled to consider and vote in all respects as he deems appropriate or if an Independent Director is appointed as proxy, but does not specify the intention to vote on any agenda or is unclear. An Independent Director, as a proxy holder, vote **abstained** on such resolution on every agenda item.

### **3.2 If the Trust Unitholder is a foreign investor and appoints a custodian in Thailand to be a custodian and trustee**

- a general unitholder whose name appears in the unitholder register book as a foreign investor and who appoints a custodian in Thailand to keep in custody and take care of the unit trusts, shall choose Proxy Form C only.
- The Trust Unitholder (granting unitholder) must appoint only one proxy to attend and vote at the meeting by the proxy form enclosed herewith. The company will deem the casting votes of the trust unitholders' proxy holders as the casting vote of total trust unitholders, or as the casting vote of total voting rights of such trust unitholders, as the case maybe.
- In the case of grant a proxy to Independent Director is entitled to consider and vote in all respects as he deems appropriate or if an Independent Director is appointed as proxy, but does not specify the intention to vote on any agenda or is unclear. An Independent Director, as a proxy holder, vote **abstained** on such resolution on every agenda item.

For a purpose convenience, please send your proxy form to the Management Company at least 2 business days before the meeting date or within April 23, 2018. Please complete the form and duly sign your name. All corrections or crosses made on material statements must be countersigned by the grantor. The proxy form must be affixed with Baht 20 of stamp duty.

#### **Document required in granting of proxy**

- (1) Grantor who is an individual must submit the followings:
  - The proxy form must be duly sign and must be affixed with Baht 20 of stamp duty.
  - Valid and unexpired identification card or governmental identification card or passport certified as true by the grantor
  - The proxy must present his valid and unexpired identification card or governmental identification card or passport to register for the meeting.
- (2) Grantor who is a juristic person must submit the followings:
  - A proxy form signed by an authorized person of the juristic person as indicated in its affidavit together with a common seal of the juristic person (if any) and must be affixed with Baht 20 of stamp duty.
  - In case the grantor is a juristic person registered in Thailand, a copy of an affidavit issued by Ministry of Commerce for not more than 3 months certified as true by its authorized person together with a common seal of the juristic person, if any

- In case the grantor is a juristic person registered in foreign country, a copy of a certificate of incorporation issued for not more than 1 year by a competent government agency of the country in which the person is located certified as true by its authorised person together with a common seal of the juristic person, if any;
- In case of a foreign juristic person, any document of which the original is not in English must be accompanied by an English translation and certified as correct translation by its authorised person together with a common seal of the juristic person, if any; and
- The proxy must present his valid and unexpired identification card or governmental identification card or passport to register for the meeting.

Unitholders or proxies: please bring the registration form for registration to attend the meeting of the unitholders or together with the proxy form (in the case of attending by proxy).