## Guidelines for attending the 2022 Annual General Meeting of Shareholders via electronic media

 Raimon Land Public Company Limited (the "Company") hereby informs that the shareholders or proxies who wish to attend the 2022 Annual General Meeting of Shareholders of the Company ("E-AGM") must submit a registration request and relevant identification documents to verify eligibility to attend the E-AGM, either via the Document Registration System for E-Meeting at <a href="https://rml.foqus.vc/registration/">https://rml.foqus.vc/registration/</a> or the scanning of the QR Code as shown below. Shareholders or proxies will be able to proceed with such registration process from April 8, 2022 at 8:00 am until April 26, 2022 at 5:00 pm.



**<u>Remark</u>**: If you need assistance submitting document please contact Quidlab at Phone: 02-013-4322, +66(0)-800-087-616 or Email: info@quidlab.com

- 2. After logging in to the system via the link or scanning the QR Code as mentioned in 1., shareholders or proxies must prepare the following information, which should be in line with the shareholders' information determined as at the Record Date from the Thailand Securities Depository Co., Ltd., to fill in through the systems:
  - securities holder registration number.
  - identification Card Number/Passport Number/ Registration Number for juristic person.
  - e-mail address for receiving the Web Link, Username and Password for attending the Meeting
  - mobile phone number.
  - additional documents as set out in <u>Enclosure 8</u> for inspection in attending the E-AGM, the hard-copy of the documents shall be sent to the Company by registered mail.
  - The shareholders or proxies could study the user manual and how to submit documents into the Document Registration System at <a href="https://quidlab.com/img/eagm/Document\_Upload\_Eng.pdf">https://quidlab.com/img/eagm/Document\_Upload\_Eng.pdf</a>

- 3. When the Company receives the documents according to 2. from shareholders or proxies. The Company will check the documents to confirm the right to attend the meeting. After that shareholders or proxies will receive an email with the following details.
  - Username and Password
  - WebLink for attending E-AGM system
  - User manual

In case the request is rejected, the Shareholders will receive an e-mail to notify on the details and reason for rejection, then the Shareholder can resubmit through the system.

- 4. The shareholders or proxies must keep the username, and password to be confidential. In case the username and password are lost or not received by April 27, 2022, please contact the Company immediately.
- Please study the User Manual of the E-AGM system that sent to the shareholders or proxies via e-mail.
  Therefore, the system will allow the shareholders or proxies to register the meeting 1 hour before the starting time of the meeting. However, the live broadcast may start at 2.00 p.m. only.
- 6. The shareholders or proxies may vote on each agenda item by "Agree", "Disagree", or "Abstain". In case the shareholders or proxies do not vote for any agenda, vote will be counted as "Agree" automatically.
- 7. In case the shareholders or proxies encounter technical problems while using the E-AGM meeting system before the meeting or during the meeting, please contact Quidlab, the E-AGM conference system provider of the Company. The channel to contact Quidlab can be found in the email that has sent username and password to you.