## Guidelines for Attending the Meeting via Electronic Meeting (E-Meeting), and the Appointment of Proxy for the Meeting of Trust Unitholders No. 1/2024 of WHA Industrial Leasehold Real Estate Investment Trust

In this regard, Trust Unitholders who intend to attend the Meeting of Trust Unitholders No. 1/2027 of WHA Industrial Leasehold Real Estate Investment Trust via electronic media (E-Meeting) is requested to submit an Acceptance Form for meeting attendance via electronic media (E-Meeting), as detailed in <u>Attachment 11</u>, or send the information through website or QR Code with a copy of identification documents as detailed in this attachment to the Company within 12 June 2024 in accordance with the procedures and steps detailed in <u>Attachment 10</u>. After the Company verified the name of the Trust Unitholders who are entitled to attend Meeting of Trust Unitholders No. 1/2024 of WHA Industrial Leasehold Real Estate Investment Trust By closing the register book on 27 May 2024, the provider of the meeting service, i.e., Inventech Systems (Thailand) Co., Ltd. will send the link used for attending the meeting via electronic media (E-Meeting) and the system manual to the Trust Unitholders via email addresses informed by the Trust Unitholders.

### Notification of the intention to attend the Meeting through electronics media

The Trust Unitholders 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 via electronics media (E-Meeting), as detailed in <u>Attachment 11</u>, to notify the intention to attend the Meeting via electronic media (E-Meeting). 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 via electronic media (E-Meeting), as follow:
  - (a) In the case of natural persons

In the case where the Trust Unitholders wish to attend the Meeting by themselves via electronic media (E-Meeting)

- a copy of the Trust Unitholders' unexpired identification card or government official identification card or passport duly certified correct by themselves;

In the case where the Trust Unitholders grant a proxy to other to attend the Meeting through electronic media (E-Meeting)

- PROXY FORMS as detailed in <u>Attachment 12</u> duly signed by the grantor and the proxy and affixed with Bath 20 stamps.
- A copy of identification card or government official identification card or passport (in case of foreign grantors) of grantors duly certified correct by the grantors.
- A copy of identification card or government official identification card or passport (in case of foreign grantors) of proxies duly certified correct by the proxies.
- (b) In the case of juristic persons

In the case where the authorized persons on behalf of the juristic persons wish to attend the Meeting in person via electronic media (E-Meeting)

### In case of juristic persons who are established under Thai laws

- A copy of the juristic person certificate issued by the relevant governmental authority (not more than 6 months from the issuing date) and duly certified 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 correct.

In the 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 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 correct.

As for juristic persons which are established under foreign laws, if the original documents are not in English, an English translation of such documents duly certified correct translation by the authorized persons of such juristic persons shall be provided.

### In the case of granting a proxy to attend the Meeting via electronic media (E-Meeting)

- PROXY FORMS as detailed in <u>Attachment 12</u> 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 6 months from the issuing date) together with the juristic person's seal affixed (if any) and affixed with stamp duty of Baht 20.
- In the case that grantors are juristic persons established under Thai laws, please submit a copy of the company's latest juristic person certificate issued by the governmental authority (not more than 6 months from the issuing date) duly certified correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
- In case that grantors are juristic persons established under foreign laws, please submit a copy of the juristic person certificate issued by the governmental authority of the country where such juristic person is situated and duly certified correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any)

As for juristic person who are established under foreign laws, if the original documents are not in English, an English translation of such documents duly certified correct translation by the authorized persons of such juristic persons shall be provided.

- A copy of unexpired identification card or government official identification card or passport (in case the proxy holders are foreigners) of proxy holders duly certified correct by the proxy holders.
- 1.3. Submit requested documents and an Acceptance Form for meeting attendance via electronic media (E-Meeting) in accordance with Clause 1.1 and copy of identification document with supporting documents in accordance with item 1.2, by way of delivery to the Company within 12 June 2024 via following channels:
  - (a) Email: ir@whai-rm.com
  - (b) Post Mail: WHA Industrial REIT Management Co., Ltd.

Address: 777 WHA TOWER, Room 2206A, 22nd Floor, Moo 13, Debaratna Road (Bangna-Trad) KM.7, Bang Kaeo, Bang Phli, Samut Prakarn 10540 Notification of the intention to attend the Meeting via website or QR Code

Trust Unitholders and proxies wishing to attend the meeting can proceed according to the procedure for submitting the request form to attend the meeting via electronic media as follows :

## Step for requesting Username & Password from via e-Request system The Shareholders must submit a request to attend the meeting by Electronic Means via Web Browser at and follow the steps as shown in the picture Click link URL or scan QR Code in the letter notice Annual General Meeting Click link URL or scan QR Code in the letter notice Annual General Meeting Choose type request for request form to 4 step Step 1 Fill in the information shown on the registration page Step 2 Fill in the information for verify Step 2 Fill in the information for verify

\*\* Merge user accounts, please using the same email and phone number \*\* Step 3 Verify via OTP Step 4 Successful transaction, The system will display information again to verify

the exactitude of the information

Please wait for an email information detail of meeting and Password

2. For Shareholders who would like to attend the Meeting either through the Electronic Means by yourself or someone who is not the provided independent directors, please note that the electronic registration will be available from 13 June 2024 at 8:30 a.m. and shall be closed on 20 June 2024 Until the end of the meeting.

3. The electronic conference system will be available on 20 June 2024 at 12:00 p.m. (2 hours before the opening of the meeting). Shareholders or proxy holders shall use the provided Username and Password and follow the instruction manual to access the system.

### Appointment of Proxy to the Company's Directors

For Trust Unitholders who authorize one of the Company's Independent Directors to attend and vote on his or her behalf, please submit the proxy form together with required documents to the Company by mail to the following address. Such proxy form and required documents shall be delivered to the Company by within 12 June 2024 at 17.00 hrs.

WHA Industrial REIT Management Co., Ltd.

Address: 777 WHA TOWER, Room 2206A, 22nd Floor, Moo 13, Debaratna Road (Bangna-Trad) KM.7, Bang Kaeo, Bang Phli, Samut Prakarn 10540



# Steps for registration for attending the meeting (e-Register) and voting process (e-Voting) Get email and password that you received from your email or request OTP Click on "Register" button, the system has already registered and counted as a quorum. Click on "Join Attendance", Then click on "Join Meeting" button Select which agenda that you want to vote Click on "Vote" button Click the voting button as you choose The system will display status your latest vote

To cancel the last vote, please press the button "Cancel latest vote (This means that your most recent vote will be equal to not voting, or your vote will be determined by the agenda result) Shareholders can conduct a review of the votes on an agenda basis. When the voting results for that agenda are closed.





User Manual e-Request

User Manual e-Voting



Video of using Inventech Connect

\* Note Operation of the electronic conferencing system and Inventech Connect systems. Check internet of shareholder or proxy include equipment and/or program that can use for best performance. Please use equipment and/or program as the follows to use systems.

- 1. Internet speed requirements
  - High-Definition Video: Must be have internet speed at 2.5 Mbps (Speed internet that recommend).
  - High Quality Video: Must be have internet speed at 1.0 Mbps.
  - Standard Quality Video: Must be have internet speed at 0.5 Mbps.
- 2. Equipment requirements.
  - Smartphone/Tablet that use IOS or android OS.
  - PC/Laptop that use Windows or Mac OS.
- 3. Requirement Browser Chrome (Recommend) / Safari / Microsoft Edge \*\* The system does not support internet

explorer.

