

Details of the shareholders' registration and document verification before the meeting, proxy, voting,
and method of vote counting

A. Method of registration and presentation of documents before attending the meeting

Registration and document verifying counter is open 2 hours prior to the meeting or from 11.30 until the meeting starts at LH Financial Group Public Company Limited, Sathon Meeting Room, 20th floor, Q. House Sathon Building, No. 11 South Sathon Road, Thungmahamek, Sathon, Bangkok, 10120. (Details are shown in Enclosure 7.- Map of venue for the 2020 Annual General Meeting of Shareholders)

The company uses a barcode system to facilitate the registration process. Therefore, each shareholder is required to bring the documents previously delivered by the company for registration. (Details are shown in the enclosure).

Documents required for registration (case by case basis)

1. Shareholder being a natural person

1.1 Self-attendance

A valid identification document, issued by an authority, containing the shareholder's photo and not expired, i.e. a personal identification card, a driver's license, an international driving license, an alien identification card and passport.

1.2 Proxy

- (A) Proxy Form A or B (Form B is recommended) (Details are shown in Enclosure 6.) as attached with the invitation letter to the shareholders meeting, completely and accurately filled in and signed by both the Grantor and the proxy and affixed with the stamp duty of Baht 20.
- (B) A photocopy of a proxy's identification documents issued by an authority with the Grantor's signature as detailed in 1.1 above.
- (C) A photocopy of a proxy's identification documents issued by an authority with the Grantor's signature as detailed in 1.1 above.
- (D) Personal identification document of the proxy issued by an authority as detailed in 1.1 above.

2. Juristic person

2.1 Attendance by a representative of juristic person

- (A) Personal identification document of representative issued by an authority as detailed in 1.1 above.
- (B) A photocopy of affidavit or certificate of incorporation of such juristic person issued by the Ministry of Commerce or the authority of jurisdiction in which such juristic person is located, or by an officer of such juristic person, containing details, name of the juristic person, person authorized to sign and bind the juristic person or to act on behalf of the juristic person, any conditions or limitations thereof and address of the head office, etc. The issue date of such documents must not be older than 1 year prior to the date of the meeting. A copy of these documents must be signed and certified by the representative of the juristic person.

2.2 Attendance by proxy

- (A) Proxy Form A or B (Form B is recommended) (Details are shown in Enclosure 6.) as attached with the invitation letter to the shareholders meeting, completely and accurately filled in and signed by both the Grantor and the proxy and affixed with the stamp duty of Baht 20.
- (B) A photocopy of Affidavit or certificate of incorporation of such juristic person issued by the Ministry of Commerce or the authority of jurisdiction in which such juristic person is located, or by an officer of such juristic person containing details, name of the juristic person, person authorized to sign and bind the juristic person or to act on behalf of the juristic person, any conditions or limitations thereof and address of the head office, etc. The issue date of such documents must not be older than 1 year prior to the date of the meeting. A copy of these documents must be signed and certified by the representative of the juristic person.
- (C) A photocopy of government-issued valid identification document of the representative who signs the Proxy Form as detailed in 1.1 above. This document must be certified as true copy by such representative of the juristic person.
- (D) A photocopy of valid identification document of the proxy issued by an authority as detailed in 1.1 above. This identification document must be certified as true copy by the proxy.
- (E) A personal identification card of the proxy issued by an authority as detailed in 1.1 above.

3. **Shareholder appointing a custodian in Thailand**

- (A) Proxy Form C (Details are shown in Enclosure 6.) that is completely and accurately filled in and signed by the grantor and the proxy and affixed with a stamp duty of Baht 20.
- (B) Confirmation letter as to the fact that the custodian has obtained a license to undertake or engage in custodian business.
- (C) A photocopy of affidavit of the custodian issued by the Ministry of Commerce that is not older than 1 year prior to the date of the meeting, and signed certified as true copy by the representative of the custodian, or authorized person (if a power of attorney is presented, such power of attorney must state that the authorized person is empowered to certify the document as such).
- (D) A photocopy of identification document of the authorized representative of the custodian, issued by an authority as detailed in 1.1 above. This identification document must be certified as true copy by the authorized representative of the custodian.
- (E) A photocopy of a valid power of attorney of the custodian should there be an appointment of the authorized person to act on behalf of the custodian (that is still valid) and certified as true copy by the authorized representative of the custodian or the authorized person (if a power of attorney is presented, such power of attorney must state that the authorized person is empowered to certify the document as such), and a photocopy of the identification document of the authorized person issued by an authority as detailed in 1.1 above. This identification document must be certified as true copy by the authorized person.

(F) A photocopy of valid identification document of the proxy, issued by an authority as detailed in 1.1 above. This identification document must be certified as true copy by the proxy.

(G) An identification card of the proxy issued by an authority as detailed in 1.1 above.

If an original document is not written in Thai or English, the shareholder has to translate into English version certified by the authorized representative of the juristic person.

The company will not complete registration and will not allow shareholders and/or proxies to attend the shareholder meeting in the following circumstances:

1. A photocopy of affidavit or certificate of incorporation of such juristic person issued by the Ministry of Commerce or the authorized agencies (in case of a foreign juristic) or the authority of that juristic person issued over 1 year before the shareholder meeting.
2. The grantor did not sign the Proxy Form.
3. Material information in the Proxy Form has been modified and the grantor did not sign on such modifications (all of the modifications).
4. An identification card of the grantor and/or the proxy required for the registration is incomplete and has not been signed the certified true copy.

4. In case of the death of shareholders

The administrator shall attend the meeting in person or by proxy. The administrator must bring the court order document justifying the administrator appointment and the document must be signed by the notary within no longer than 1 month before the meeting date.

5. In case of minor child as shareholder

The shareholder's parents or legal guardian shall attend the meeting in person or by proxy. They must bring the minor children shareholder's house registration to show at the registration counter.

6. In case of incompetent or quasi-incompetent shareholder

The shareholder's guardian or keeper shall attend the meeting in person or by proxy. They bring the court order document justifying the guardian appointment and the document must be signed by the notary within no longer than 1 month before the meeting date.

B. Method of granting proxy

1. Granting proxy to another person

1.1 The grantor must assign only one proxy to attend and vote at the meeting. The shares cannot be distributed to several proxies for the purpose of separating the votes.

1.2 The grantor must fill in the Proxy Form signed by both the grantor and the proxy.

- 1.3 If there is an amendment to the vote casting in each agenda item, the grantor must sign to certify such change. Without the signature of the grantor on each amendment, the company will deem that the person is "not entitled to vote" in such agenda item.
- 1.4 The proxy must present the proxy form to the company's staff at the meeting venue prior to the meeting session.

2. Proxy Form

The company has prepared the Proxy Form according to the Regulation of the Department of Business Development Re: Form of Proxy (No. 5) B.E. 2550, which provides three Proxy Forms as follows:

- Proxy Form A., general and simple form
- Proxy Form B., containing the particulars of each matter
- Proxy Form C., used in case foreign shareholders appoint a custodian in Thailand

The company recommends the use of Proxy Form B so that shareholders who cannot attend the meeting can consider authorizing another person or the company's independent directors (according to name list of independent directors provided by the company) as a proxy to attend and vote at the meeting on behalf of the shareholders.

If the shareholder wishes to authorize a proxy in general, he/she can use the Proxy Form A, or if the shareholder is a foreign investor and has appointed a custodian in Thailand to guard the shares, Proxy Form C is also applicable.

All three Proxy Forms can be downloaded at www.lhfg.co.th in the investor relations category, shareholder information topic, shareholders' meeting subtopic.

3. Granting proxy to independent directors

- 3.1 The shareholder is required to specify the names and details of the 2 of company's independent directors. In case any director is not able to attend the meeting, another director will be the proxy to attend and vote in the meeting. Please see the details of the 2 independent directors being selected to be proxies as follows:

(1) Mr. Adul Vinaiphath

Independent Director, Chairman of the Audit Committee

Age 73 years

70 Soi Suan Pak 60, Sala Thamasop, Thawee Wattana, Bangkok 10170

(2) Dr. Supriya Kuandachakupt

Independent Director, Member of the Audit Committee

Age 66 years

82 Soi Phaholyothin 14, Yak Soi samakki, Phaholyothin Rd. Samsennai, Phayathai, Bangkok 10400

- 3.2 The grantor must fill in and sign the Proxy Form that includes required documents. The company would like to request all shareholders to submit the signed Proxy Form with required documents, to the company's secretary within June 8th, 2020.

C. Method of Voting and Vote Counting

1. Voting

- 1.1 To cast votes in each agenda, the chairman will ask the shareholders or proxies who wish to disapprove or abstain from voting to raise their hands.
- Any shareholders or proxies who wish to disapprove or abstain from voting, shall mark on the ballot distributed to them before entering the meeting and submit it to the staff. If any shareholders do not submit the ballots to the staff, it shall be deemed that they approve the matter.
 - If there are no shareholders or proxies who raise their hands to indicate their disapproval or abstention, the meeting will deem as having unanimous approval as proposed by the chairman.
- 1.2 If the grantor has not indicated in the Proxy Form his/her intention regarding the voting directions in any agenda item, or such indication of intention is unclear, if the meeting considers or resolves any matter other than those stated in the Proxy Form, or in case where there has been change or addition to the facts, the proxy shall be authorized to consider and vote such matter on behalf of the shareholder as appropriate.
- 1.3 The shareholders who have authorized proxies to attend the meeting and have marked in the proxy forms of their votes (approval, disapproval or abstention) in any particular agenda, in accordance with the regulation, these votes shall be calculated together with the votes of other shareholders in the meeting. The company will not distribute voting ballots to the proxy in respect of such agenda item for which the voting directions have already been indicated by the shareholders in the Proxy Form.
- 1.4 Any shareholder having any special interest in a matter shall not be permitted to vote on such a matter and shall be advised by the Chairman of the meeting to temporarily leave the meeting.
- 1.5 A secret vote may be made upon request of at least 5 shareholders and the meeting resolves accordingly. The method for secret ballot shall be specified and informed to the meeting before voting by the Chairman.

2. Vote Counting Procedures

- 2.1 The company uses the barcode system in vote counting.
- 2.2 One share is equivalent to one vote.
- 2.3 Vote counting for each agenda item is divided into 3 categories:

- Agenda item requiring majority vote of the shareholders present and entitled to vote.
The company will count only shareholders who vote to agree or disagree with each item while those abstaining from voting shall not be counted. If the votes are equal, the chairman of the meeting can exercise the casting vote.
- Not less than two-thirds (2/3) of the votes of the shareholders present and entitled to vote is required to pass. The company will count the votes of all shareholders attending the meeting and entitled to vote to agree or disagree with each agenda item or abstain from voting.
- Not less than three-fourths (3/4) of the votes of the shareholders present and entitled to vote is required to pass. The company will count the votes of all shareholders attending the meeting and entitled to vote to agree or disagree with each agenda item or abstain from voting.

2.4 The following cases will be considered "not entitled to vote"

Shareholders present at the meeting

- No voting was made on the ballot, or
- More than one type of votes made on the ballot.

Proxy

- The grantor casting vote in the Proxy Form without the signature of the grantor on each amendment.
- No voting was made on the ballot, or
- More than one type of vote made on the ballot. (except custodian), or
- Voting was made on the ballot more than the number of shares entitled to vote (in the case of custodian).

The shareholder or proxy submits the ballot after each agenda finished.

The chairman or a designated person will inform the meeting of the method for voting and vote counting before the meeting commences.