

**Procedure for Attending the 2026 Annual General Meeting of Shareholders  
through Electronic Device (E-Meeting) and Proxy**

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**Documents and Evidences Requirement**

1. For Attendance in Person

1.1 Ordinary Person

- Submit the request form for attending the meeting via electronic device (Inventech Connect) at:  
<https://fort.inventech.co.th/ICHI781823R/#/homepage> Complete all required information in the system and attach a signed certified copy of a valid government-issued identification document (e.g., national ID card, government officer ID card, driver's license, or passport) that matches the shareholder information recorded with Thailand Securities Depository Co., Ltd.

1.2 Juristic Person (Authorize a representative as specified in the Company's affidavit to attend the meeting)

- Copy of the government-issued identification document of the authorized representative, as required for an individual.
- Copy of the shareholder's juristic person registration certificate issued within the past 3 months, certified true by the authorized director, evidencing that the representative attending the meeting has the authority to act on behalf of the shareholder.

2. For Attendance by Proxy

2.1 Ordinary Person

- Proxy Form (preferably Form B) enclosed with the AGM notice, duly completed and signed by both the grantor and the proxy.
- Certified copy of the shareholder's government-issued identification document as specified in Clause 1.1.
- Certified copy of the proxy holder's government-issued identification document as specified in Clause 1.1.

2.2 Juristic Person

- Proxy Form (preferably Form B) enclosed with the AGM notice, duly completed and signed by the authorized director (as grantor) and the proxy holder.
- Copy of the shareholder's juristic person registration certificate issued within the past 3 months, certified true by the authorized director, evidencing that the signatory to the proxy form has the authority to act on behalf of the shareholder.
- Certified copy of the authorized director's government-issued identification document (as grantor).
- Certified copy of the proxy holder's government-issued identification document (same as for an individual).

### 3. In the case of a foreign shareholder appointing a custodian in Thailand

- 3.1 Prepare the same documents as required for a juristic person as specified in item 1 or 2.
- 3.2 In the event that a foreign shareholder appoints a custodian to sign the proxy form on behalf, the following additional documents are required;
  - Power of attorney from the foreign shareholder authorizing the custodian to execute the proxy form on behalf.
  - Confirmation letter certifying that the signatory to the proxy form is duly licensed to operate a custodian business.

Any document not originally in English must be accompanied by an English translation certified as true and correct by the shareholder or the authorized representative of the juristic person. The Company will not request additional documents or impose undue burdens on shareholders (e.g., requiring the original ID card of the grantor or documents beyond those prescribed by relevant laws or official circulars).

#### **Proxy appointment procedures**

The Company has provided 3 proxy forms: Form A/ Form B / Form C prescribed by the Department of Business Development, Ministry of Commerce to be used in the following cases:

**Form A:** general proxy form

**Form B:** proxy form suggested for shareholders

**Form C:** proxy form for foreign shareholder appointing the custodian in Thailand

Shareholders who are unable to attend the Annual General Meeting of Shareholder through electronic device (E-Meeting) in person may appoint a proxy as follows:

1. Select only one of the above proxy forms as follows:
  - 1.1 A general shareholder may use either Proxy Form A or Proxy Form B (*the Company recommends the use of Proxy Form B*).
  - 1.2 A shareholder listed in the share register as a foreign investor who appoints a custodian in Thailand may use any one of the three proxy forms.
2. Appoint any person at the shareholder's discretion or appoint an Independent Director of the Company as proxy by specifying the name and required details of the proxy, or by marking the box next to the name of the Independent Director indicated in the proxy form. Only one proxy may be appointed to attend the meeting.
3. Affix the 20 Baht stamp duty and specify the date on the proxy form.

4. Submit the completed proxy form together with the relevant document to the Company's address as below:

By post: Ichitan Group Public Company Limited "Office of the Company Secretary"  
No. 8 T-One Building, 42<sup>nd</sup> – 44<sup>th</sup> Floor, Soi Sukhumvit 40, Phra Khanong Sub-District, Khlong Toei  
District, Bangkok, 10110

Email: [ir@ichitangroup.com](mailto:ir@ichitangroup.com)

Remark: \*\* The Company must receive the documents no later than April 23, 2026 at 17.00 p.m. \*\*

Shareholders may download other proxy forms (Forms A, B, and C) from the Company's website under the Investor Relations section, in sub-section of "Shareholder Info" and "Shareholder' Meetings."

In addition, for the convenience of shareholders, those who are members of the Investor Portal may appoint a proxy electronically (E-Proxy) via the Thailand Securities Depository (TSD) Investor Portal at <https://ivp.tsd.co.th/> instead of submitting documents by post. The system will be available from April 3 – 23, 2026 until 5:00 p.m. (For further information, please contact Thailand Securities Depository Co., Ltd. at +66 2 009 9999.)

#### **Questions in Advance**

Shareholders may submit advance questions relevant to each agenda item no later than 23 April 2026. The Company will compile relevant questions and record them in the minutes of the meeting after the completion. Please submit your questions via email: [ir@ichitangroup.com](mailto:ir@ichitangroup.com). Shareholders or proxies who attend the AGM on the meeting day, may also ask according to the meeting agenda through electronic device (E-meeting).

## Guidelines for attending of Electronic Meeting by Inventech Connect

Shareholders 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

1. The Shareholders must submit a request to attend the meeting by Electronic Means via Web Browser at

<https://fort.inventech.co.th/ICHI781823R/#/homepage> or scan QR Code  and follow the steps as shown in the picture.



**\*\* Merge user accounts, please using the same email and phone number \*\***

- 1** Click link URL or scan QR Code in the AGM invitation letter
- 2** Choose type request for request form to 4 step
  - Step 1 Fill in the information shown on the registration
  - Step 2 Fill in the information for verify
  - Step 3 Verify via OTP
  - Step 4 Successful transaction, the system will display information again to verify the exactitude of the information
- 3** 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 April 17, 2026 at 8.30 a.m. and shall be closed on April 24, 2026 until the end of the meeting.

3. The electronic conference system will be available on April 24, 2026 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 Shareholders who authorize one of the Company's Independent Directors to attend and vote on his or her behalf, The Shareholders can submit a request to attend the meeting by Electronic Means of the specified procedures or send the proxy form together with the required documents to the Company by mail to the following address. The proxy form and required documents shall be delivered to the Company by April 23, 2026 within 5.00 p.m.

Post: Ichitan Group Public Company Limited "Office of the Company Secretary"


No. 8 T-One Building, 42<sup>nd</sup> – 44<sup>th</sup> Fl., Soi Sukhumvit 40, Phra Khanong, Khlong Toei, Bangkok, 10110

Email: [ir@ichitangroup.com](mailto:ir@ichitangroup.com)

### If you have any problems with the software, please contact Inventech Call Center

 02-460-9225

 @inventechconnect

 The system available during 17 – 24 April 2026 at 08.30 a.m. – 5.30 p.m.

**(Specifically excludes holidays and public holidays)**



Report a problem

@inventechconnect

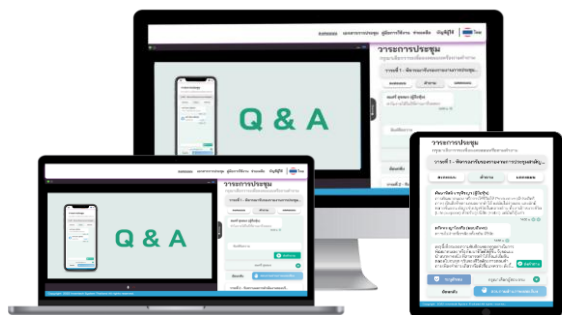
## Steps for registration for attending the meeting (e-Register) and voting process (e-Voting)

- 1 Get email and password that you received from your email or request OTP
- 2 Click on “Register” button, the system has already registered and counted as a quorum.
- 3 Click on “Join Attendance”, then click on “Accept” button
- 4 Select which agenda that you want to vote
- 5 Click on “Vote” button
- 6 Click the voting button as you choose
- 7 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.

## Step to ask questions via Inventech Connect



- 1 Ask a question
  - Select which agenda
  - Click on “Question” button
  - Type the question then click “Send”
- 2 Ask the question via video
  - Click on “Conference”
  - Click on “OK” for confirm your queue
  - Please wait for the queue for you then you can open the microphone and camera

## How to use Inventech Connect

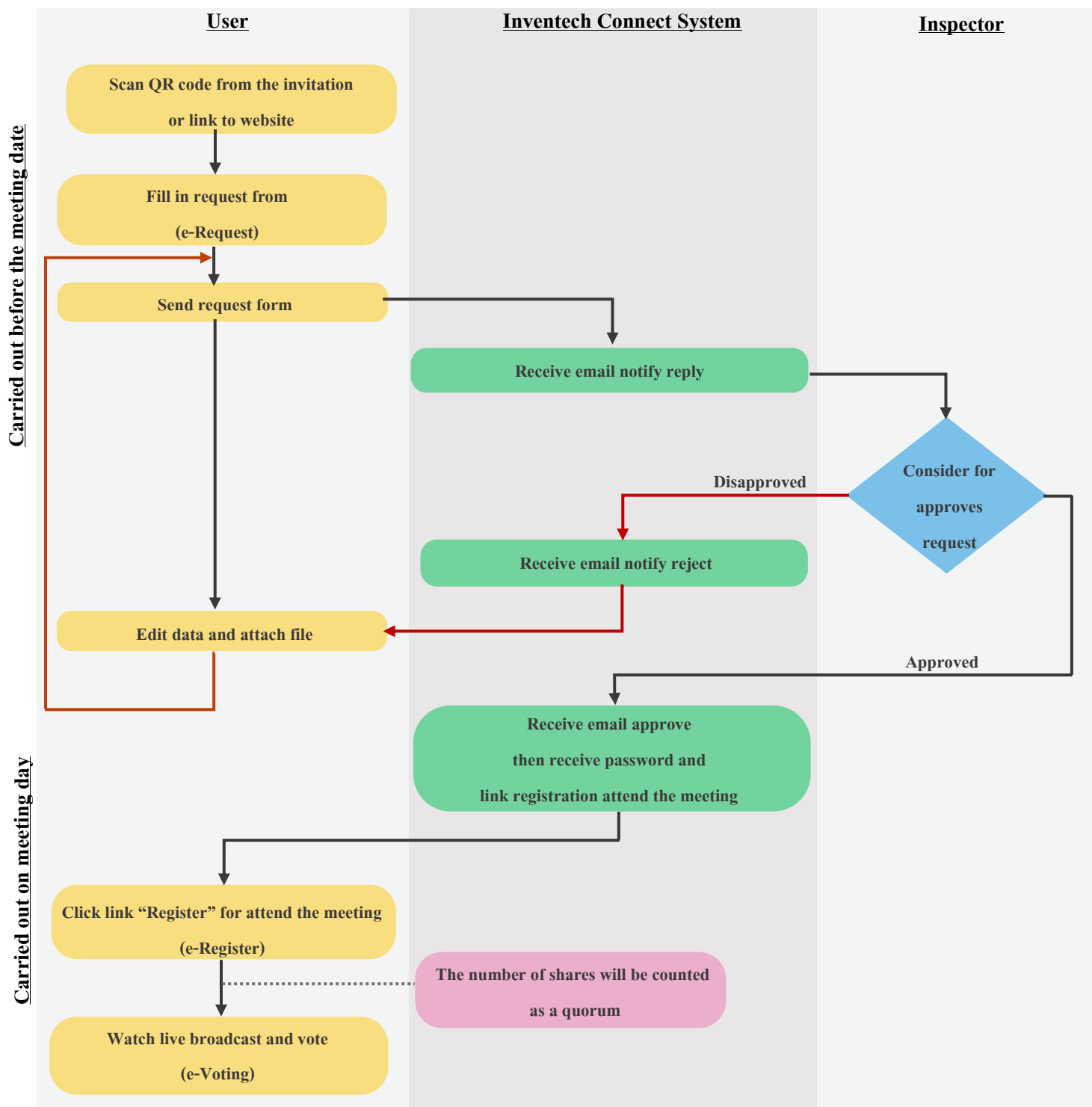


### User Manual and Video of using Inventech Connect

Note: Operation of the electronic conferencing system and Inventech Connect systems. Check internet of share holder 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 supported internet explorer.**

**Guidelines for attending of Electronic Meeting**



**Condition of use**

**In case Merge account/change account**

- In case filing request multiple by using the same email and phone number, the systems will merge account or in case user has more than 1 account, you can click on "Change account" and the previous account will still count the base in the meeting.

**In case Exit the meeting**

- Attendees can click on "Register to leave the quorum", the systems will be number of your shares out from the meeting base.