

**GUIDELINE FOR ATTENDING THE ANNUAL GENERAL MEETING OF SHAREHOLDERS  
FOR YEAR 2022 THROUGH ELECTRONIC MEETING (E-AGM)**

1. In case the shareholders attending the E-AGM by themselves.

1.1 Please fill the registration form for attending the AGM through Electronic Media (E-AGM) (Attachment 12). **Kindly fill your email and cell phone number clearly in order to be used for the meeting registration** and attach identification document to confirm the attendance of E-AGM as follows:

- **In the event that the shareholder is an individual** – a valid certified true copy of ID card, passport, or other official documents issued by government authority.
- **In the event that the shareholder is a juristic person** – an executed version of the power of attorney or a proxy form and supporting documents as per the detail in item “supporting documents for the appointment of proxy” next page.

Please submit the registration form for the meeting through electronic media (E-AGM) and such identification document to the Company **within April 24, 2023** via the following channels:

- Via Email address: [contact@beautycommunity.co.th](mailto:contact@beautycommunity.co.th)
- Via Registered Mail To: Company Secretary, Beauty Community Public Company Limited No. 50/1-3, Soi Nuanchan 34, Nuanchan Sub-District, Bungkum District, Bangkok 10230.

1.2 When the Company receives document as per item 1.1 from you, the Company will proceed with inspecting document for confirming the meeting attendance. Once the inspection is completed, the Company will send username and password, together with Web Link for attending the E-AGM via provided e-mail. Kindly refrain from giving your username and password provided for the shareholder to another person. In the case that your username and password are lost or you have not received it within April 25, 2023, please immediately contact the Company.

1.3 The Company will send details of a manual for using the E-AGM system via e-mail. The system will be opened 60 minutes prior to the meeting in advance so that the shareholder can register for attending the meeting. However, the live broadcast will only begin at 13.30 hrs.

1.4 For casting the vote during the E-AGM, a shareholder may cast his or her vote in each agenda to either approve, disapprove, or abstain from voting. For the shareholders who do not vote in any agenda, the system will automatically count your vote as “approve”.

1.5 If you have encounter with any technical problem in using the E-AGM system before or during the meeting, please contact Quidlab Company Limited who will be the Company’s service provider for the Company’s E-AGM. The Company will specify a contact channel to Quidlab Company Limited in the email sending username and password to you.

2. In case the shareholders appointing proxy to attend the E-AGM.

In case that a shareholder is unable to attend the meeting, he/she may authorize another person or the Company’s independent director, to attend and vote on his/her behalf. The name of independent directors are as follows:

- Assoc. Prof. Dr. Vichit U-on Position: Independent Director, Age: 55 Years
- Col. Attapon Srisangworn Position: Independent Director, Age: 55 Years
- Mr. Viboon Pojanalai Position: Independent Director, Age: 46 Years

In this regard, the Company would like to request shareholders to fill statement and sign in

the proxy, details of which appear in Attachment 6, 7, 8 of the invitation letter and send the proxy together with supporting documents for the appointment of proxy (as specified below) to the Company **within April 25, 2023** via the following channels:

- Via Email address: contact@beautycommunity.co.th
- Via Registered Mail To: Company Secretary. Beauty Community Public Company Limited No. 50/1-3, Soi Nuanchan 34, Nuanchan Sub-District, Bungkum District, Bangkok 10230.

### **Personal Data Protection Notice**

Beauty Community Public Company Limited (“the Company”) gives great importance to the privacy of your personal data and in compliance with the Personal Data Protection Act B.E. 2562 (2019)

1. Objective and collecting personal data

The Company will collect your personal data that submit to the Company such as name, surname, address, telephone number, and identification number, to be used for the following purposes:

- Verified the right to attend the Annual General Meeting of Shareholders for the year 2022
- Submitted invitation letter and supporting documents
- Delivered annual report as per shareholder’s requested
- Record inquires, comments, suggestion, in the minutes of the Annual General Meeting of Shareholders for the year 2022

2. Retention periods for collected personal data

The Company will keep and use your personal data to serve the purposes of the above mentioned activities.

3. Rights of the data owner

As data owner, you have the rights as stipulated in the Privacy Protection Act B.E. 2562 (2019), including the rights to withdrawing the consent, requesting to access and obtain a copy of your personal data, requesting to correct, delete or destroy your personal data, refuse to processing your personal data, requesting to transfer your personal data as stipulated by law, and rights to object to the processing or disclosing your personal data.

## **GUIDELINE FOR VOTING, VOTE COUNTING, VOTING RESULTS REPORT, AND ASKING QUESTION IN E-AGM**

### **Voting at the Meeting of Shareholders:**

The shareholders, proxy holder, may cast the vote in each agenda to “approve” or “disapprove” or “abstain” For shareholders, proxy holder who do not vote in any agenda, the system will automatically count your vote as “approve”. If you have any technical problem in using the E-AGM meeting, please contact Quidlab Company Limited who will be the Company’s service provider for E-AGM at telephone number 02 013 4322.

### **Vote counting and report voting results**

The Company Secretary will clarify voting procedure prior to the commencement of the meeting. The Company will count the votes in each agenda from the voting of the shareholders or proxy holder who present in the meeting and have the right to vote. The voting result of every agenda shall be informed to the meeting before the meeting adjourned.

### **Asking question**

Shareholders can send your question through message boxes. The directors will answer your questions in Q&A session of Agenda 8 to transaction other business (If Any). In addition, shareholders can submit your question in advance through email: [contact@beautycommunity.co.th](mailto:contact@beautycommunity.co.th)

**E-AGM REGISTRATION FORM**  
**THE ANNUAL GENERAL MEETING OF SHAREHOLDERS FOR YEAR 2023**

Written at \_\_\_\_\_  
 Date \_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

I/We \_\_\_\_\_ Nationality \_\_\_\_\_  
 Address \_\_\_\_\_ Road \_\_\_\_\_ Subdistrict \_\_\_\_\_  
 District \_\_\_\_\_ Province \_\_\_\_\_  
 Postal code \_\_\_\_\_ Email Address \_\_\_\_\_  
 Mobile \_\_\_\_\_ Shareholder Registration Number \_\_\_\_\_  
 as a shareholder of Beauty Community Public Company Limited (the “Company”) holding to total  
 number of shares \_\_\_\_\_ shares

I hereby confirm that I will attend the Annual General Meeting of Shareholders 2023 using an electronic approach on April 26, 2023, at 13.30 hrs. and choose the following option:

Attend in person and request the Company to send username, password and web link to  
 E-mail : \_\_\_\_\_

Proxy to Mr./Mrs./Miss \_\_\_\_\_  
 as proxy to attend the E-AGM on my behalf and request the Company to send username,  
 password and web link to E-mail \_\_\_\_\_

Sign \_\_\_\_\_ Shareholder  
 ( \_\_\_\_\_ )

Sign \_\_\_\_\_ Proxy  
 ( \_\_\_\_\_ )

**Important Remark:** Please send this E-AGM Registration Form which is completely filled together with identification document to identify your right to attend the meeting to the Company within 24 April 2023 through the following channel:

- Email: contact@beautycommunity.co.th; or
- Mailing Address: Company secretary, Beauty Community Public Company Limited No. 50/1-3, Soi Nuanchan 34, Nuanchan Sub-District, Bungkum District, Bangkok 10230
- For more information please contact Tell: 02-9460700-6 ext. 105,106