

Procedure and Required Documents on the Submission of E-Request for Attending
the 2026 Annual General Meeting of Shareholders and the Granting of Proxies

The Company will open the system for submitting an e-request to attend the meeting and proxy document check from April 20, 2026, at 8.30 hrs. until the meeting is completed on April 27, 2026.

1. Online self-attending shareholders

The shareholders can study the guidelines and methods for attending the 2026 Annual General Meeting of Shareholders via electronic means as detailed in Attachment 5 in order to submit the e-request and submit the following documents via the Inventech Connect system, as below:

1.1 Invitation Letter (Meeting Registration Form with QR Code) signed by the shareholder.

1.2 The document issued by the government agency, which shows the photo of the shareholders and has not expired, such as ID card copy, driver's license copy, government certificate copy, state enterprise employee card copy or passport copy, which has not expired and certified as a correct copy. In case of any changes of name and/or surname, evidence of such changes must be provided.

2. For shareholders appointing a proxy

Shareholders may appoint only one proxy to attend and vote on their behalf, using the Proxy Form provided in Attachment 9. (Form A or Form C, the latter being exclusively for foreign shareholders who appoint a custodian in Thailand as their depository and trustee).

2.1 In Case of Appointing an Independent Director as Proxy

- Shareholders may appoint an Independent Director listed in Attachment 6 as their proxy by using the Proxy Form in Attachment 9. A copy of a government-issued identification document (as detailed in Section 1 above), certified as a true copy by the shareholder, must be submitted by **April 23, 2026, at 17:00 hrs.**

To: Company and Investor Relations Division, TOA Paint (Thailand) PCL.

31/2 Moo 3 Bangna-Trad Road, Tambon Bangsaothong, Bangsaothong District, Samut Prakan 10570

or

- Procedures via the Inventech Connect system as detailed in Attachment 5, with all required documents attached.

The shareholders are advised to review the details of the agenda items before deciding to appoint a proxy. In case the shareholder appoints his/her proxy and such shareholder has cast his/her vote in each agenda in Proxy Form B in advance, the Company will record the votes of such shareholder in accordance with the votes specified in such proxy form.

If the shareholders who appoints independent director as his/her proxy does not cast his/her vote in the proxy form in advance, the independent director who has been appointed as a proxy shall cast the votes on behalf of the shareholder as he/she deems suitable and appropriate.

In case you wish to cancel the appointment of proxy, you may notify the Chairman of the Board, in writing, by providing such cancellation notice together with a certified copy of identification card to the Company via email: companysecretary@toagroup.com before the start of the meeting.

2.2 Appointing Other Persons as Proxy

In the event that a shareholder appoints another person to attend the meeting on their behalf, the shareholder is requested to complete the Proxy Form and attach all required supporting documents exclusively via the Inventech Connect system. Please be advised that the Company will not accept proxy forms or supporting documentation submitted via postal mail or email.

3. Required Documents for Proxy

3.1 Individual Shareholders

- 3.1.1 Invitation Letter (Meeting Registration Form with QR Code) signed by the proxy.
- 3.1.2 A completed Proxy Form B, ensuring all details are accurately provided and the form is duly signed by both the grantor and the proxy.
- 3.1.3 A certified true copy of a valid, government-issued identification document featuring a photograph of the shareholder and/or the proxy. Acceptable documents include, but are not limited to, a National ID card, Driver's License, Civil Service ID, State Enterprise Employee ID, or Passport, all of which must be currently valid and not expired.

3.2 Juristic Person Shareholders

- 3.2.1 Invitation Letter (Meeting Registration Form with QR Code) signed by the proxy.
- 3.2.2 Proxy form signed by an authorized person according to its Affidavit, with the seal of the juristic person affixed (if any), and by the proxy (if using Form B attached herewith) with a stamp duty of THB 20 affixed.
- 3.2.3 **If the grantor is a juristic person registered under Thai laws** a copy of the Affidavit of that juristic person - issued by the Ministry of Commerce or the relevant government authority, which must be issued within 6-month period prior to the meeting date, and certified as a true copy by the authorized person of the juristic person with the seal of the juristic person (if any).
- 3.2.4 **If the grantor is a foreign juristic person**
a copy of the Affidavit of that juristic person - issued by the relevant government authority of the country where the juristic person is located and certified by a notary public or other government authorities. The document must clearly state the entity's name, the names of its authorized signatories, any conditions or limitations on their signing authority, and the head office address. This document must be certified as a true copy by the authorized signatories of the juristic person, with the corporate seal affixed (if any), and must be issued no longer than 1 year prior to the meeting date.
- 3.2.5 Documents not originally in English must be accompanied by an English translation, certified as a true and correct translation by the authorized representative of the juristic person.
- 3.2.6 Certified true copy of valid and not expired identification card or driving license or government official identification or passport (in case of foreigners) of the authorized person of the shareholder.
- 3.2.7 Certified true copy of valid and not expired identification card or driving license or government official identification or passport (in case of foreigners) of the proxy.

Please provide a valid email address and mobile phone number for the proxy. This information is required for the Conference Control System Provider to send the meeting access link, username, and password necessary for registration and attendance.