

## Guidelines for Attending the Meeting of Shareholders via Electronic Meeting

### Documents and Proof Required for Attendees prior to Attending the Meeting, Proxy Appointment, Voting, and Registration Form to attend Annual General Meeting via Electronic Meeting

#### Sabuy Technology Public Company Limited

In accordance with the policy of the Stock Exchange of Thailand (SET) regarding the Code of Conduct for Holding the Shareholders' Meeting of Listed Companies dated February 19, 1999, which the objective is to provide the guideline of good practices for listed companies to apply when holding a shareholders' meeting which will establish confidence of shareholders, investors and all parties involved as well as to ensure that the shareholders' meeting is carried out with transparency and fairness and is beneficial to shareholders. Sabuy Technology Public Company Limited ("the Company"), therefore, is of the opinion that it is appropriate to determine the procedures for this shareholders' meeting, the examination of documents or evidence of identity of shareholders and proxies who have the right to attend the meeting, Voting method, and procedures for questions and answers session for shareholders to use as a guideline.

The 2025 Annual General Meeting shall be convened via Electronic Meeting. A shareholder who wishes to attend the 2025 Annual General Meeting or appoint a proxy to attend this meeting shall notify the Company of their wish by submitting the Registration Form to Attend the 2025 Annual General Meeting together with the identification documents as specified in clause 1 to the Company **by April 25, 2025**. After the Company has already checked the accuracy of the list of shareholders who have the right to attend the 2025 Annual General Meeting from the book closing information as set out on the Record Date of March 17, 2025, the service provider of the Electronic Meeting will send a link for attending the meeting and Electronic Meeting manual to the E-mail given to the company. The link will be sent 2 days prior to the meeting date.

#### **1. Notification of Intention to Attend the Electronic Meeting**

The Shareholders who wish to attend the Electronic Meeting must express their intention to attend the meeting in 2 following methods:

1. Request to attend the meeting via E-mail or via post;
2. Request to attend the meeting via website or QR Code.

**In case the shareholders wish to notify their intention to attend the Electronic Meeting via E-mail or post, the shareholders shall:**

1. Fill out the Registration Form for Attending the 2025 Annual General Meeting according to the registration form provided at the end of this document. Please clearly specify the E-mail and mobile phone number for registration to attend the meeting.

2. Attach a copy of evidence of identity to confirm the right to attend the meeting.

2.1 In case of a natural person shareholder

- In case the shareholder attends the Electronic Meeting on his/her own behalf:
  - A copy of a valid identification document issued by government authorities such as identification card, government official identification card, driving license or passport is required. If there are any changes regarding the name or surname, the supporting document is also required.
- In case the shareholder appoints a proxy to attend the Electronic Meeting on his/her behalf, the shareholder is required to submit the following documents:
  - A Proxy Form as attached to the invitation letter to the 2025 Annual General Meeting which completely filled in and signed by the proxy grantor and the proxy with duty stamp affixed;
  - A copy of the valid identification document of the proxy grantor such as identification card, government official identification card or passport (in case of foreigner) certified as true copy by the proxy grantor; and
  - A copy of the valid identification document of the proxy such as identification card, government official identification card, or passport (in case of foreigner) certified as true copy by the proxy.

2.2 In case of a juristic person shareholder

- In case the director authorized to sign on behalf of the juristic person wishes to attend the Electronic Meeting, he or she shall submit the following documents:
  - A copy of the shareholder's affidavit issued not older than 1 year before the Annual General Meeting, certified as true copy by the authorized director who is authorized to sign on behalf of the juristic person; and
  - A copy of the valid identification document of the authorized director, such as identification card, government official identification card, or passport (in case of foreigner) certified as true copy.
- In case the shareholder appoints a proxy to attend the Electronic Meeting on his/her behalf:
  - A Proxy Form as attached to the invitation letter to the 2025 Annual General Meeting which completely filled in and signed by the proxy grantor and the proxy with duty stamp affixed;
  - A copy of the shareholder's affidavit issued not older than 1 year before the 2025 Annual General Meet, certified as true copy by the authorized director who is authorized to sign on behalf of the juristic person;
  - A copy of the valid identification document of the authorized director, such as identification card, government official identification card, or passport (in case of foreigner) certified as true copy; and

- A copy of the valid identification document of the proxy of which the details are the same as the natural person as aforementioned.

In case the aforementioned documents or evidence are not in Thai or English, the English translation shall be prepared and certified true and correct translation by the shareholder or the authorized person of the juristic person (in case of juristic person).

3. Submit the documents of intention to attend the meeting via the electronic system according to the registration form for attending the general meeting of shareholders and proof of identity along with other supporting documents by sending them to the Company in one of the formats specified below by April 25, 2025.

- Email to: [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com)
- Sent by registered mail to:
  - Company Secretary
  - Sabuy Technology Public Company Limited
  - No. 230, Bang Khun Thian-Chaithale Road, Samae Dam
  - Sub-District, Bang Khun Thian District, Bangkok 10150.

**In case the shareholders wish to notify their intention to attend the Electronic Meeting via the website or QR Code**

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

Scan QR Code	Click on the Link
	<a href="https://inv.inventech.co.th/SABUY899612R/#/homepage">https://inv.inventech.co.th/SABUY899612R/#/homepage</a>

- Select the type of petition submission to proceed with the four-step process as follows.
  - Step 1 Fill in the information shown on the registration page
  - Step 2 Fill in the information for verify
  - Step 3 Verify by using OTP
  - Step 4 Successful transaction, the system will display information again to verify the exactitude of the information
- Please wait for an email from the officer informing you of meeting details and Username & 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, 2025 at 8:30 a.m. and shall be closed on April, 28 2025 Until the end of the meeting.
3. The electronic conference system will be available on April, 28, 2025 at 11:00 a.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.

*Note: The system that accepts the request to attend the meeting will be operated from from April, 17, 2025 at 8:30 a.m. and shall be closed on April, 28, 2025 Until the end of the meeting (The system does not receive information on Saturdays, Sundays and public holidays)*

In case the aforementioned documents or evidence are not in Thai or English, the English translation shall be prepared and certified true and correct translation by the shareholder or the authorized person of the juristic person (in case of juristic person).

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



02-460-9229



@inventechconnect



The system available during 21 – 28 April 2025 at 08.30 a.m. – 05.30 p.m.

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



Report a problem

@inventechconnect

#### 4. Participation in the Electronic Meeting

- 1) Once the shareholders or proxies notify their intention and request to attend the meeting and their request has completely examined, the shareholders and proxies will receive emails from the service provider which will be a link for participating in the meeting and Electronic Meeting manual 2 days prior to the meeting. The attendees are requested to study Electronic Meeting manual for the details. If you have not received the E-mail by April 25, 2025 please contact the Company urgently.
- 2) The system will operate for the meeting 120 minutes before the start of the meeting. However, the live broadcast will start only at the time of the meeting.
- 3) To log in to the system, the attendees are required to use. shareholder registration number details and shareholder's identification card number.
- 4) By voting through E-Voting system, the attendees will be able to vote on each agenda by only one voting for “approve”, “disapprove” or “abstain”. In case of not voting on any agenda, the system will immediately assume that the attendees vote for “approve”. (Using the method of counting the votes by pouring the votes toward “approve”)

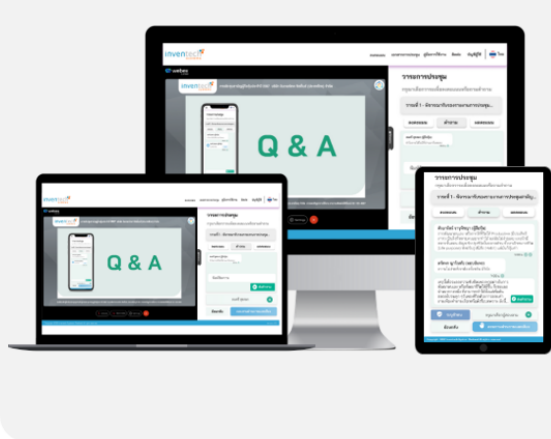
**Steps for registration for attending the meeting (e-Register) and voting process (e-Voting)**

- 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



If you wish to cancel your most recent vote, please click the “Cancel Vote” button (which means your latest vote will be considered as abstention or will be counted according to the meeting’s decision). You can modify your vote until the voting system closes for that agenda item.

**Step to ask questions via InvenTech Connect**



- Select which agenda
- Click on “Question” button
- 1 Ask a question
  - 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 your can open the microphone and camera

**5. In Case the Shareholders Wish to Give Proxy to an Independent Director.**

For shareholders who cannot attend the Electronic Meeting by themselves or do not wish to appoint proxy to attend the Electronic Meeting, the shareholders can appoint one of the independent directors of the Company as proxy to attend the meeting and vote on their behalf. The shareholder can submit the Proxy Form (**Attachment 8**) by specifying as proxy an independent director who is on the list of names with brief details (**Attachment 6**) together with supporting documents to the Company by one of the methods specified below by **April, 25, 2025**

- Email address: [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com)
- Send by registered mail to:
  - Company Secretary
  - Sabuy Technology Public Company Limited
  - No. 230, Bang Khun Thian-Chaithale Road, Samae Dam
  - Sub-District, Bang Khun Thian District, Bangkok 10150

Note: In the event that the shareholders specify voting for each agenda, the authorized independent director will vote on each agenda as specified by the shareholders in the Proxy Form., To vote in each agenda, the shareholders have the right to vote either “approve”, “disapprove” or “abstain”. The vote can not be divided into a partial vote. (Unless it's a Custodian vote.)

**6. In Case the Shareholders are Foreign Investor and Appoint a Custodian in Thailand to Keep in Custody and Take care of their Shares.**

Please submit the following information.

- 1) Documents provided by Custodian
  - Proxy Form C (**Attachment 8**) with complete and correct information along with the signature of the proxy grantor and the proxy with a Baht 20 duty stamp affixed;
  - A company affidavit of the Custodian duly signed by the authorized person of the Custodian with the corporate seal (if any);
  - A certification that the proxy is licensed to operate the business as Custodian; and
  - A signed and certified as true copy of identification card, government official identification card, or passport (in the case of foreigner) of the authorized person of the Custodian.
- 2) Documents provided by shareholder
  - A power-of-attorney granted by the shareholder to the Custodian by which the custodian is appointed to sign the proxy form on the shareholder's behalf.
- 3) Documents provided by proxy
  - A signed and certified as true copy of identification card, government official identification card, or passport (in the case of a foreigner) of the proxy.
- 4) Submit information in one of the methods mentioned below through the following channels:
  - Email to: [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com)
  - Send by registered mail to:  
Company Secretary  
Sabuy Technology Public Company Limited  
No. 230, Bang Khun Thian-Chaithale Road, Samae  
Dam Sub-District, Bang Khun Thian District, Bangkok 10150

Note: If the Custodian uses Proxy Form C, the Custodian can record the voting information according to Proxy Form C in e-Proxy Voting system of the Thailand Securities Depository Company Limited (TSD) which can record such information in advance until 5:00 p.m. by April 25, 2025





7. **Sending Advice or Questions related to the Business, Industry, the Company's Performance or related to any Agenda which will be Considered at the Electronic Meeting.**

In case the shareholders wish to send advice or questions, this can be done by the following 2 methods:

1) Sending suggestions or questions **in advance** to the Company prior to the meeting through the following channels:

- Email to: [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com)
- Send by registered mail to:  
 Company Secretary  
 Sabuy Technology Public Company Limited  
 No. 230, Bang Khun Thian-Chaithale Road, Samae  
 Dam Sub-District, Bang Khun Thian District, Bangkok 10150
- Company Secretary contact number 02-009-0577 Press 2

2) Sending suggestions or questions **during the Electronic Meeting**. Attendees must specify their first name and surname as well as identify that the attendees are shareholders who attend the meeting by themselves or are proxies before giving every suggestion or question. In this connection, the Company allows the channels to receive suggestions and questions during the meeting as follows:

- Inventech Connect system;
  1. Click "Ask a question" on menu or symbol 
  2. Ask a question via send the question.  
 Select which agenda that you want to ask.  
 Type the question then click "Send" or symbol 
  3. Ask a question by recording  
 Select which agenda that you want to ask.  
 Click "Microphone" button or symbol   
 Then say the question you want to ask.  
 When you want to stop record, press the sound recording symbol.  
 Click "Send" button or symbol 

Note Operation of the electronic conferencing system and Inventech Connect systems. Check internet of shareholder or proxy include equipment and/or program that can be used for best performance. Please use equipment and/or program as 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 Firefox or Chrome (Recommend) or Safari The system does not support internet explorer.


In this regard, if the shareholders have any questions about the meeting, they can contact the staff as follows:


1. Regarding the submission of identification documents to attend the shareholders' meeting via Electronic Meeting, the shareholders can contact the company secretary for more information according to the Company's contact channels as described above;
2. Regarding the procedures for attending and voting via Electronic Meeting, if the identity is confirmed correctly and completely, please contact OJ International Company Limited at the telephone number specified in the E-mail which sending the Electronic Meeting manual to you.

#### 8. Voting Criteria

1. Voting for each agenda shall be made openly through online system and one share shall be equal to one vote. Shareholders or proxies shall cast only one voting for “approval”, “disapproval” or “abstain”. A partial voting cannot be done, except for the voting by Custodian.
2. In the case of voting by proxy, the proxy must vote as specified by the grantor in the proxy form only. In the case that the voting of proxy in any agenda does not comply with the proxy form, it shall be considered as incorrect voting and it is not a vote of the shareholder.
3. In the event that the person appointing the proxy has not specified voting intention in any agenda or not clearly specified or in case the meeting considers or passes resolutions in any matter other than those specified in the proxy form, including in case of any amendment or addition of any fact, the proxy shall have the right to consider and vote on the shareholder’s behalf as the proxy may deem appropriate.

Step voting process (e-Voting):

1. Click on menu “Voting” or symbol 
2. Select which agenda that you want to vote.
3. Click the voting button as you choose.
4. The system will display status your latest vote.

To cancel the last vote, please press the button  (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 are closed.



#### 9. Method of Voting for each Agenda

The Chairman of the meeting or the moderator will explain the details of the voting method at the meeting with the following guidelines:

- (1) The Chairman of the meeting or the moderator will propose the shareholders to consider and vote on each agenda and will ask the meeting whether any shareholder votes for “approve”, “disapprove” or “abstain”.
- (2) When the Chairman of the meeting or the moderator has asked for the opinion under clause (1), the shareholders or the proxies shall make only one voting for “approve”, “disapprove” or “abstain” and the Company's staff shall process and count the votes.

#### 10. Resolution of the Shareholders' Meeting

The resolution of the shareholders' meeting consists of the following.

- In normal cases, a majority vote of the shareholders who attend the meeting and cast their votes shall be regarded as the resolution of the meeting.
- In other cases where laws or regulations set out different provisions from normal cases, the resolution of the meeting will be in accordance with the laws or regulations. The Chairman of the meeting will inform the shareholders at the meeting before voting for each such agenda.
  - (1) If the votes are equal, the Chairman of the meeting shall have one additional vote, which is a decisive vote.
  - (2) Any shareholder or proxy who has a special interest in any particular matter is forbidden to vote on that matter. And the Chairman of the meeting may invite such shareholder or such proxy to leave the meeting temporarily unless it is a vote for the election of director.

#### 11. Vote Counting and Report of Vote Counting

The Chairman of the meeting or the moderator will explain the voting method to the meeting prior to the commencement of the agenda, whereby the Company will count the votes for each agenda from online voting by shareholders or proxies who attend the meeting and have the right to vote and will inform the voting results to the meeting in every agenda before the end of the meeting.

- (1) Voting in the shareholders' meeting shall be deemed that one share is equal to one vote. Any shareholder who has a special interest in any matter has no right to vote on that matter.
- (2) In normal cases, the vote shall be counted from a majority vote of the shareholders who attend the meeting and cast their votes. If there are equal votes, the Chairman of the meeting shall have one more vote as a decisive vote.
- (3) The votes will be counted only for the shareholders who vote for “approve” “disapprove” or “abstain”. The said votes will then be deducted from the total number of votes of shareholders attending the meeting. The rest of the votes are considered as the votes of “approve” for that agenda.

- (4) When voting process has finished, the results will be announced to the meeting as soon as the votes has been collected. The votes are divided into the votes of “approve”, “disapprove”, “abstain” and void ballot (if any), representing the percentage of shareholders in accordance with the resolution that may require.

**\*\*\* This meeting is convened only by means of the Electronic Meeting. The meeting venue will not be arranged in the original format. The Company hereby ask for the cooperation of shareholders not to travel to the Company's office \*\*\***

(Registration form to attend the Annual General Meeting 2025  
through Electronic Meeting method)

วันที่.....เดือน.....พ.ศ.....  
Date Month Year

ข้าพเจ้า (I/We).....สัญชาติ (Nationality).....

อยู่ที่ (Reside at).....

อีเมล (E-mail).....เบอร์โทรศัพท์ (Phone number).....

เป็นผู้ถือหุ้นของบริษัท สบาย เทคโนโลยี จำกัด (มหาชน) (“บริษัทฯ”) โดยถือหุ้นสามัญ  
as a shareholder of Sabuy Technology Public Company Limited (the “Company”) holding  
จำนวนทั้งสิ้นรวม (a total number of) .....หุ้น (shares)

ข้าพเจ้าประสงค์เข้าร่วมประชุมและออกเสียงลงคะแนนในการประชุมสามัญผู้ถือหุ้นประจำปี 2568 ผ่านระบบอิเล็กทรอนิกส์  
(Electronic Meeting) ในวันจันทร์ ที่ 28 เมษายน 2568 เวลา 13.00 น. โดย

I hereby wish to attend the meeting and cast the votes in the Annual General Meeting Year 2025 through  
Electronic Meeting method on Monday, April 28, 2025 at 13.00 a.m. by:

เข้าร่วมประชุมด้วยตนเอง (Attending this meeting on my own behalf) หรือ/or

มอบฉันทะให้ นาย/นาง/นางสาว (Proxy holder to Mr./Mrs./Miss) .....

หมายเลขบัตรประชาชน (Identification number) .....

อีเมล (E-mail).....เบอร์โทรศัพท์ (Phone number).....

มาเข้าร่วมประชุมแทนข้าพเจ้าในครั้งนี้ (to attend this meeting on my/our behalf)

กรุณาส่งลิงค์สำหรับเข้าร่วมประชุมผ่านระบบอิเล็กทรอนิกส์ (Electronic Meeting) และคู่มือการใช้งานระบบมาที่ (Please kindly  
send a link for attending the Electronic Meeting and the Electronic Meeting Manual to this E-mail)

อีเมล (E-mail).....

ลงชื่อ/Signed.....ผู้ถือหุ้น/shareholder/Grantor  
(.....)

**หมายเหตุ (Remark):**

1. กรณีผู้ถือหุ้นประสงค์จะเข้าร่วมประชุมด้วยตนเอง โปรดดำเนินการจัดส่งแบบฟอร์มลงทะเบียนเข้าร่วมประชุมสามัญผู้ถือหุ้นประจำปี 2568 ผ่านระบบอิเล็กทรอนิกส์ (Electronic Meeting) ฉบับนี้ที่กรอกเรียบร้อยแล้ว พร้อมเอกสารหลักฐานยืนยันตนรายละเอียดปรากฏตามสิ่งที่ส่งมาด้วย 7 นี้ เพื่อใช้ในการตรวจสอบสิทธิในการเข้าร่วมประชุมในครั้งนี้อย่างครบถ้วน ภายในวันที่ 25 เมษายน 2568 โดยจัดส่งมาที่อีเมล [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com) หรือส่งทางไปรษณีย์ลงทะเบียนมาที่ “เลขานุการบริษัท” บริษัท สบาย เทคโนโลยี จำกัด (มหาชน) เลขที่ 230 ถนนบางขุนเทียน-ชายทะเล แขวงแสมดำ เขตบางขุนเทียน กรุงเทพมหานคร 10150  
In the case that the shareholder wishes to attend this meeting on your own behalf, please kindly send this registration form to attend the Annual General Meeting Year 2025 through Electronic Meeting method which is completely filled in and attached all identification documents according to **Attachment 7**, for inspection in attending this meeting to the Company within April 25, 2025 via E-mail [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com) or by post to “Company Secretary” Sabuy Technology Public Company Limited 230 Bang Khun Thian-Chai Thale Road, Samae Dam Subdistrict, Bang Khun Thian District, Bangkok 10150”
2. กรณีผู้ถือหุ้นประสงค์จะมอบฉันทะให้ผู้อื่นเข้าร่วมประชุม โปรดส่งจัดส่งแบบฟอร์มลงทะเบียนเข้าร่วมประชุมสามัญผู้ถือหุ้นปี 2568 ผ่านระบบอิเล็กทรอนิกส์ (Electronic Meeting) ฉบับนี้ที่กรอกเรียบร้อยแล้ว พร้อมเอกสารหลักฐานยืนยันตนรายละเอียดปรากฏตามสิ่งที่ส่งมาด้วย 7 นี้ เพื่อใช้ในการตรวจสอบสิทธิในการเข้าร่วมประชุมในครั้งนี้อย่างครบถ้วน ภายในวันที่ 25 เมษายน 2568 โดยจัดส่งมาที่อีเมล [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com) หรือส่งทางไปรษณีย์ลงทะเบียนมาที่ “เลขานุการบริษัท” บริษัท สบาย เทคโนโลยี จำกัด (มหาชน) เลขที่ 230 ถนนบางขุนเทียน-ชายทะเล แขวงแสมดำ เขตบางขุนเทียน กรุงเทพมหานคร 10150”  
In the case that the shareholder wishes to appoint proxy to attend this meeting, please kindly send this registration form to attend the Annual General Meeting Year 2025 through Electronic Meeting method which is completely filled in and attached all identification documents according to **Attachment 7**, for inspection in attending this meeting to the Company within April 25, 2025 via E-mail [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com) or by post to “Company Secretary” Sabuy Technology Public Company Limited 230 Bang Khun Thian-Chai Thale Road, Samae Dam Subdistrict, Bang Khun Thian District, Bangkok 10150”
3. เมื่อท่านผู้ถือหุ้นได้รับการยืนยันตนแล้ว ผู้ถือหุ้น และ/หรือผู้รับมอบฉันทะจะได้รับลิงค์การเข้าร่วมประชุม และคู่มือการใช้งานระบบตามอีเมลที่ได้ระบุไว้  
When the shareholder verification is confirmed, the link to attend the Electronic Meeting and the Electronic Meeting manual will be sent to the shareholder and/or the proxy via the E-mail provided.
4. กรณีผู้ถือหุ้นไม่สามารถเข้าร่วมประชุมแบบ Electronic Meeting ได้ด้วยตนเอง หรือไม่ประสงค์จะมอบฉันทะให้บุคคลอื่นเข้าร่วมประชุมแบบ Electronic Meeting ผู้ถือหุ้นสามารถมอบฉันทะให้กรรมการอิสระท่านใดท่านหนึ่งของบริษัทฯ รายละเอียดปรากฏตามสิ่งที่ส่งมาด้วย 6 เข้าร่วมประชุมได้ โปรดจัดส่งหนังสือมอบฉันทะสิ่งที่ส่งมาด้วย 8 และเอกสารหลักฐานยืนยันตนรายละเอียดปรากฏตามสิ่งที่ส่งมาด้วย 7 นี้ ให้แก่บริษัทฯ ภายในวันที่ 25 เมษายน 2568 โดยจัดส่งมาที่อีเมล [company.secretary@sabuytech.com](mailto:company.secretary@sabuytech.com) หรือส่งทางไปรษณีย์ลงทะเบียนมาที่ “เลขานุการบริษัท” บริษัท สบาย เทคโนโลยี จำกัด (มหาชน) เลขที่ 230 ถนนบางขุนเทียน-ชายทะเล แขวงแสมดำ เขตบางขุนเทียน กรุงเทพมหานคร 10150” โดยผู้ถือหุ้นไม่จำเป็นต้องกรอกข้อมูลตามแบบฟอร์มลงทะเบียนเข้าร่วมประชุมสามัญผู้ถือหุ้นปี 2568 ฉบับนี้แต่อย่างใด

In the case that the shareholder cannot attend the Electronic Meeting on your own behalf or does not wish to appoint the proxy to attend the Electronic Meeting, the shareholder can appoint one of the Independent Director of the Company as shown in **Attachment 6** to attend the meeting, by submitting the Proxy Form **Attachment 8** and attached all identification documents according to **Attachment 7** to the Company within April 26, 2025. The shareholder is not required to fill in this registration form to attend the Annual General Meeting 2025.

## 5. ข้อมูลส่วนบุคคล

### Personal data

5.1 บริษัทจะมีการเก็บรวบรวม ใช้ และประมวลผลข้อมูลส่วนบุคคลของผู้ถือหุ้นและผู้รับมอบฉันทะเพื่อการตรวจสอบสิทธิ การยืนยันตัวตน การเข้าร่วมการประชุม การออกเสียงลงคะแนน และการจัดทำรายงานการประชุม รวมถึงเก็บรวบรวม ใช้ เผยแพร่และบันทึกภาพและ/หรือเสียงของผู้ถือหุ้นและผู้รับมอบฉันทะเพื่อประโยชน์ในการประชุมดังกล่าวด้วย โดย ผู้ถือหุ้นและผู้รับมอบฉันทะสามารถอ่านเพิ่มเติมเพื่อเข้าใจถึงวิธีการที่บริษัทเก็บรวบรวม ใช้ และเปิดเผยข้อมูลส่วนบุคคลและสิทธิของเจ้าของข้อมูลส่วนบุคคลตามกฎหมายคุ้มครองข้อมูลส่วนบุคคลที่บริษัทประกาศผ่านทางเว็บไซต์ของบริษัทที่ <https://sabuytech.com/privacy-policy/> ทั้งนี้ ในกรณีที่ผู้ถือหุ้นและผู้รับมอบฉันทะได้มีการให้ข้อมูลส่วนบุคคลของบุคคลอื่น ผู้ถือหุ้นและผู้รับมอบฉันทะมีหน้าที่แจ้งให้บุคคลดังกล่าวทราบถึงรายละเอียดการเก็บรวบรวม การใช้ และการเปิดเผยข้อมูลส่วนบุคคลและสิทธิตามประกาศนโยบายความเป็นส่วนตัวเป็นส่วนตัวดังกล่าวด้วย

The Company will collect, use and process personal data of shareholders and proxies in support of rights and identity verification, meeting attendance, voting, and meeting minutes preparation. The Company will also collect, use, distribute and create video and audio recordings of shareholders and proxies for the benefit of the meeting. Shareholders and proxies may further study the Privacy Policy Notice on the Company's website <https://sabuytech.com/privacy-policy/> to understand how the Company collects, uses and discloses personal data and the data owner's legitimate rights under the Personal Data Protection Law. Shareholders and proxies who have provided personal data of third parties shall be accountable for notifying such third parties the details about the collection, use and disclosure of personal data and rights according to the Privacy Policy Notice.

5.2 บริษัทจะเก็บรักษาข้อมูลส่วนบุคคลตามระยะเวลาที่กฎหมายกำหนดซึ่งนี้ไม่เกิน 10 ปี และบริษัทจะลบ/ทำลายข้อมูลส่วนบุคคลเมื่อพ้นระยะเวลาดังกล่าว

Personal data will be retained by the Company according to the data retention period prescribed by laws but no longer than 10 years. Such personal data will be erased/destroyed upon the end of the data retention period.

## 6. ข้อกำหนดอื่น ๆ

Other terms and conditions

- 6.1 เนื้อหา ภาพ และเสียงในการประชุมถือเป็นทรัพย์สินทางปัญญาแต่เพียงผู้เดียวของบริษัท โดยบริษัทไม่อนุญาตให้ทำการบันทึก คัดลอก ใช้ รวมถึงเผยแพร่เนื้อหา ภาพ และ/หรือเสียงในการประชุมไม่ว่าด้วยวิธีการใด ๆ ทั้งนี้ บริษัทขอสงวนสิทธิในการดำเนินการตามกฎหมายกับผู้ทำการดังกล่าว

Contents, including video and audio records, of this meeting are intellectual property of the Company as the sole owner. Recording, extraction, copying, use, and distribution of contents, including video and/or audio records, of the meeting by any means are strictly prohibited, and the Company reserves the right to take legal actions against any breaches of such prohibitions.

- 6.2 ในกรณีที่ผู้ถือหุ้น/ผู้รับมอบฉันทะใช้งานระบบต่าง ๆ ที่เกี่ยวข้องกับการประชุมผ่านระบบ Inventech Connect ไม่ว่าจะด้วยประการใด ๆ ซึ่งไม่เป็นไปตามข้อกำหนดฉบับนี้ หรือหลักเกณฑ์อื่นใดที่บริษัทกำหนดสำหรับการประชุม ซึ่งอาจเป็นเหตุให้บริษัท ได้รับความเสียหายไม่ว่าด้วยประการใด ๆ ผู้ถือหุ้น/ผู้รับมอบฉันทะจะต้องรับผิดชอบค่าใช้จ่ายและค่าใช้จายต่าง ๆ ที่เกิดจากการฟ้องร้องดำเนินคดีโดยบุคคลภายนอกใด ๆ รวมถึงการฟ้องร้องดำเนินคดีโดยบริษัทต่อผู้ถือหุ้น/ผู้รับมอบฉันทะ หรือผู้ดำเนินการดังกล่าวให้แก่บริษัททั้งจำนวน

In the event that shareholders/proxies use any systems related to the meeting via Inventech Connect in any manners which violate the terms and conditions stated herein or any other stipulations of the Company for this meeting and therefore potentially cause damages or losses to the Company in any manners whatsoever, such shareholders/proxies shall be liable for fully compensating the Company for all costs and expenses arising from litigation initiated by any third parties and litigation initiated by the Company against them or violators.

- 6.3 บริษัทขอสงวนสิทธิที่จะไม่อนุญาตให้ผู้ถือหุ้นและ/หรือผู้รับมอบฉันทะซึ่งไม่ยินยอมปฏิบัติตามข้อกำหนดฉบับนี้เข้าร่วมการประชุม และสงวนสิทธิในการระงับการเข้าร่วมการประชุมหากผู้ถือหุ้นและ/หรือผู้รับมอบฉันทะไม่ดำเนินการตามข้อกำหนดฉบับนี้ หรือตามคำวินิจฉัยของประธานในที่ประชุม

The Company reserves the rights to deny access to this meeting by shareholders/proxies who do not agree to comply with the terms and conditions stated herein and to terminate access to this meeting by shareholders/proxies who do not follow the terms and conditions stated herein or the decisions of the chairman of the meeting.

- 6.4 ผู้ถือหุ้น/ผู้รับมอบฉันทะรับทราบว่าคุณภาพของเสียงและภาพของการประชุมขึ้นอยู่กับเครือข่ายอินเทอร์เน็ต (Internet) การเชื่อมต่อและรับข้อมูล รวมถึงอุปกรณ์ของผู้ถือหุ้น/ผู้รับมอบฉันทะ ดังนั้น หากผู้ถือหุ้น/ผู้รับมอบฉันทะไม่สามารถเข้าร่วมประชุมอันเนื่องมาจากเหตุใด ๆ ซึ่งอยู่นอกเหนือการควบคุมของบริษัท ผู้ถือหุ้น/ผู้รับมอบฉันทะจะไม่เรียกร้องหรือดำเนินการใด ๆ เพื่อให้บริษัทรับผิดชอบ

Shareholders/proxies acknowledge that the audio and video quality of the meeting will vary with the internet network, data transmission and connectivity, and devices of shareholders/proxies. Shareholders/proxies agree that if they cannot attend the meeting due to any reasons that are beyond the Company's control, they will not make any claims nor take any actions to impose responsibilities on the Company.