

## **Evidence of identification, registration and voting method**

### **1. Evidence of identification**

#### **• Natural person**

- (1) For the Shareholders who wish to attend the meeting by yourself, please bring your identification card, or government official identification card or driver license, or passport to verify your right for attending the meeting.
- (2) If you wish to appoint a proxy to attend and vote at the meeting on your behalf, the following documents need to be presented:
  - Completed and duly executed proxy with the grantor's and proxy's signature.
  - Certified true copy of the grantor's identification such as identification card, or government official identification card or driver license, or passport.
  - Proxy's identification such as identification card, or government official identification card or driver license, or passport.

#### **• Juristic person**

- (1) In case a juristic person wish to have its authorized director attended the meeting on behalf of it, the following documents need to be presented:
  - a. Certified true copy of the company's affidavit or Certification Document specifying the authorization of the authorized director.
  - b. Original of the director's identification such as identification card, or government official identification card or driver license, or passport.
- (2) In case a juristic person wish to appoint a person to attend and vote at the meeting on its behalf, the following documents need to be presented:
  - Completed and duly executed proxy with the grantor's authorized directors' signature and proxy's signature.
  - Certified true copy of the grantor's identification such as the company's affidavit, the Certification Document showing that persons who sign in a proxy are authorized directors.
  - Proxy's identification such as identification card, or government official identification card or driver license, or passport.

**A right to attend and vote at the meeting shall be reserved to the shareholder/the proxy who brings the evidence of identification only.**

## 2. Registration

The Company will open for the registration either 2 hours before the Meeting opened or 12.00 p.m. onwards. As the registration will be proceeded with Barcode System, shareholders or proxies should bring the Notice, registration form and proxy for convenience.

## 3. Voting Method

- (1) 1 share is entitled to 1 vote.
- (2) Shareholders and proxies under proxy Form A or B may not split votes in each agenda.
- (3) Custodians who are appointed by foreign investors may spilt votes under proxy Form C.
- (4) To be in accordance with Good Corporate Governance principle, the Company provides the ballot for every agenda item requesting the votes. The Company will distribute ballots to shareholders and proxies at the registration time. The shareholder or proxies who registered after the Meeting started will therefore receive the ballot for the remaining agenda item.
- (5) Before voting in each agenda item, the registration will be temporarily closed and will open again after the vote counting is completed.
- (6) In each agenda item (except agenda item 5 Re: the election of directors to replace the directors who retire by rotation) the Chairman of the shareholders meeting will ask for any objection or abstention, to save time of the overall shareholders, the shareholders who “approve” shall not put any mark in the ballot, while the shareholders who “object” or “abstain” shall confirm their intention by putting a mark [✓] and their signature in the ballots distributed and raise his/her hand until the Company’s officer collected such ballot for vote counting except in the proxy case that the grantor specified the voting in the proxy, the Company would count the voting according to such proxy at the registration time.

For vote counting, the Company would deduct the votes, which are “objection” or “abstention” from the total votes. The remaining votes will be deemed as “approve”. If any shareholder or proxy wishes to leave before the Meeting adjourned, in order to reserve their voting rights while absent, they shall inform the Company’s officer at the registration counter. The officer will withdraw their votes from the system.

- (7) According to AGM checklist recommended by the Securities and Exchange Commission (the” SEC’s guideline”), item D 4 specified that “The election of the Company’s directors, the Company would distribute and collect the ballot from every shareholder who “approve”, “object” or “abstain”, therefore to follow the SEC’s guideline, shareholders and proxies shall vote in the ballot in every case i.e. “approve”, “object” or “abstain” in the agenda item 5 Re: the election of the directors to replace the directors who retire by rotation.