

**Guidelines for attending meeting through electronics media (E-AGM) and the appointment of proxy
For Annual General Meeting of Trust Unitholders of Hemaraj Leasehold Real Estate Investment Trust
For the Year 2022**

In this regard, Trust Unitholders who intend to attend the Annual General Meeting of Trust Unitholders of Hemaraj Leasehold Real Estate Investment Trust for the Year 2022 through electronic media (E-AGM) is requested to submit an Acceptance Form for meeting attendance through electronic media (E-AGM), details of which are provided in Annex 4, or send the information through website or QR Code with a copy of identification documents as per the details provided in Annex 3 to the Company within 19 April 2022 in accordance with the method and procedure specified in Annex 3. Once the Company has verified the name of the Trust Unitholders as the date to determine the list of Trust Unitholders having the right to attend the Annual General Meeting of the Trust Unitholders for the year 2022 on 7 April 2022. The service provider of the control system of the, which is Inventech System (Thailand) Co., Ltd., will circulate the link to access the Meeting through electronic media and the manual For Trust Unitholders have informed.

Notification of the intention to attend the Meeting through electronics media

The Trust Unitholders who wishes to attend the Meeting shall notify his/her intention to attend the Meeting in methods as follows: (1) via Email or Post Mail or (2) via Website or QR Code.

The details of the method of the notification of the intention to attend the Meeting through electronic media, are as follow:

1. Notification of the intention to attend the Meeting via Email or Post Mail

1.1 Fill out an Acceptance Form for meeting attendance through electronics media (E-AGM), details of which are provided in Annex 4 to notify the intention to attend the Meeting through electronic media (E-AGM). Please provide your Email and mobile phone number clearly to be used for the Meeting registration.

1.2 Attach a copy of the following identification documents to confirm the right to attend the Meeting (E-AGM), as follow:

(a) In the case of natural persons

In the case where the Trust Unitholders wish to attend the Meeting by themselves through electronic media (E-AGM)

- a copy of the Trust Unitholders' unexpired identification card or government official identification card or passport duly certified correct by themselves;

In the case where the Trust Unitholders grant a proxy to other to attend the Meeting through electronic media (E-AGM)

- PROXY FORMS per Annex 5 duly signed by the grantor and the proxy and affixed with Bath 20 stamps.
- A copy of identification card or government official identification card or passport (in case of foreign grantors) of grantors duly certified correct by the grantors.
- A copy of identification card or government official identification card or passport (in case of foreign grantors) of proxies duly certified correct by the proxies.

(b) In the case of juristic persons

In the case where the authorized persons on behalf of the juristic persons wish to attend the Meeting in person through electronic media (E-AGM)

In case of juristic persons who are established under Thai laws

- A copy of the juristic person certificate issued by the relevant governmental authority (not more than 6 months from the issuing date) and duly certified correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
- A copy of unexpired identification card or government official identification card or passport of the authorized person of the juristic person duly certified correct.

In the case of juristic persons which are established under foreign laws

- A copy of the juristic person certificate issued by the governmental authority of the country where such juristic person is situated and duly certified correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).
- A copy of unexpired identification card or government official identification card or passport of the authorized person of the juristic person duly certified correct.

As for juristic persons which are established under foreign laws, if the original documents are not in English, an English translation of such documents duly certified correct translation by the authorized persons of such juristic persons shall be provided.

In the case of granting a proxy to attend the Meeting through electronic media (E-AGM)

- PROXY FORMS per Annex 5 duly signed by the person being authorized to sign binding upon the juristic person pursuant to the latest juristic person certificate issued by the

governmental authority (not more than 6 months from the issuing date) together with the juristic person's seal affixed (if any) and affixed with stamp duty of Baht 20.

- In the case that grantors are juristic persons established under Thai laws, please submit a copy of the company's latest juristic person certificate issued by the governmental authority (not more than 6 months from the issuing date) duly certified correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any).

- In case that grantors are juristic persons established under foreign laws, please submit a copy of the juristic person certificate issued by the governmental authority of the country where such juristic person is situated and duly certified correct by the person being authorized to sign binding upon the juristic person together with the juristic person's seal affixed (if any)

As for juristic person who are established under foreign laws, if the original documents are not in English, an English translation of such documents duly certified correct translation by the authorized persons of such juristic persons shall be provided.

- A copy of unexpired identification card or government official identification card or passport (in case the proxy holders are foreigners) of proxy holders duly certified correct by the proxy holders.

1.3 Submit requested documents and an Acceptance Form for meeting attendance through electronic media (E-AGM) in accordance with Clause 1.1 and copy of identification document with supporting documents in accordance with item 1.2, by way of delivery to the Company within 19 April 2022 via following channels:

(a) Email: ir@whai-rm.com


(b) Post Mail: WHA Industrial REIT Management Co., Ltd.

777 WHA TOWER, Room 2206A, 22nd Floor, Moo 13, Debaratna Road (Bangna-Trad) KM.7, Bang Kaeo, Bang Phli, Samut Prakarn 10540

2. Notification of the intention to attend the Meeting via website or QR Code

Step for requesting Username & Password from via e-Request system

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

<https://app.inventech.co.th/WHAIRM132051R> or scan QR Code  and follow the steps as shown in the picture



**** 1 email account per 1 shareholder**

- 1 Click link URL or scan QR Code in the Invitation letter.
- 2 Shareholders choose to file a request form.
- 3 Fill in the information shown on the registration page.
- 4 agree to the Requirements for Meeting Attendance.
- 5 Click "Request" button.
- 6 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 12 April 2022 at 8:30 a.m. and shall be closed on 22 April 2022 Until the end of the Meeting.

3. The electronic conference system will be available on 22 April 2022 at 07:00 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.

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, please submit the proxy form together with required documents to the Company by mail to the following address. Such proxy form and required documents shall be delivered to the Company by 19 April 2022 at 5.00 p.m.

- (a) Email : ir@whai-rm.com
- (b) Post Mail : WHA Industrial REIT Management Co., Ltd.
Address: 777 WHA TOWER, Room 2206A, 22nd Floor, Moo 13, Debaratna Road
(Bangna-Trad) KM.7, Bang Kaeo, Bang Phli, Samut Prakarn 10540

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



02-931-9134



@inventechconnect



The system available during 12 – 22 April 2022 at 08.30 a.m. – 05.30 p.m.

(Specifically excludes holidays and public holidays)



Report a problem

Step for registration for attending the Meeting (e-Register)

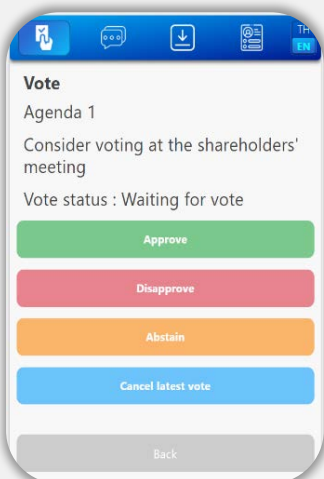



- 1 Click registration link URL from email approved.
- 2 Get Username and Password that you received from your email or request OTP to login.
- 3 Click "Login" button
- 4 Click "REGISTER" button the system has already registered and counted as a quorum.
- 5 Then press the "Allow" button to access the microphone and camera.
- 6 Click "Join Meeting" button to attend the Meeting

** If no picture and sound signal is found, please press the refresh button or symbol



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.



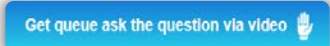
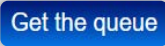
To cancel the last vote, please press the button



(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.

Step to ask questions via InvenTech Connect



- Click "Ask a question" on menu or symbol 
- 1 Ask a question via send the question
 - Select which agenda that you want to ask.
 - Type the question then click "Send" 
- 2 Ask the question via video record.
 - Select which agenda that you want to ask.
 - Click "Get queue ask the question via video" button or symbol 
 - Click "Get the queue" button or symbol 
- Please wait for the signal from the officer to ask questions.

How to use Inventech Connect



1 User Manual
via e-Request

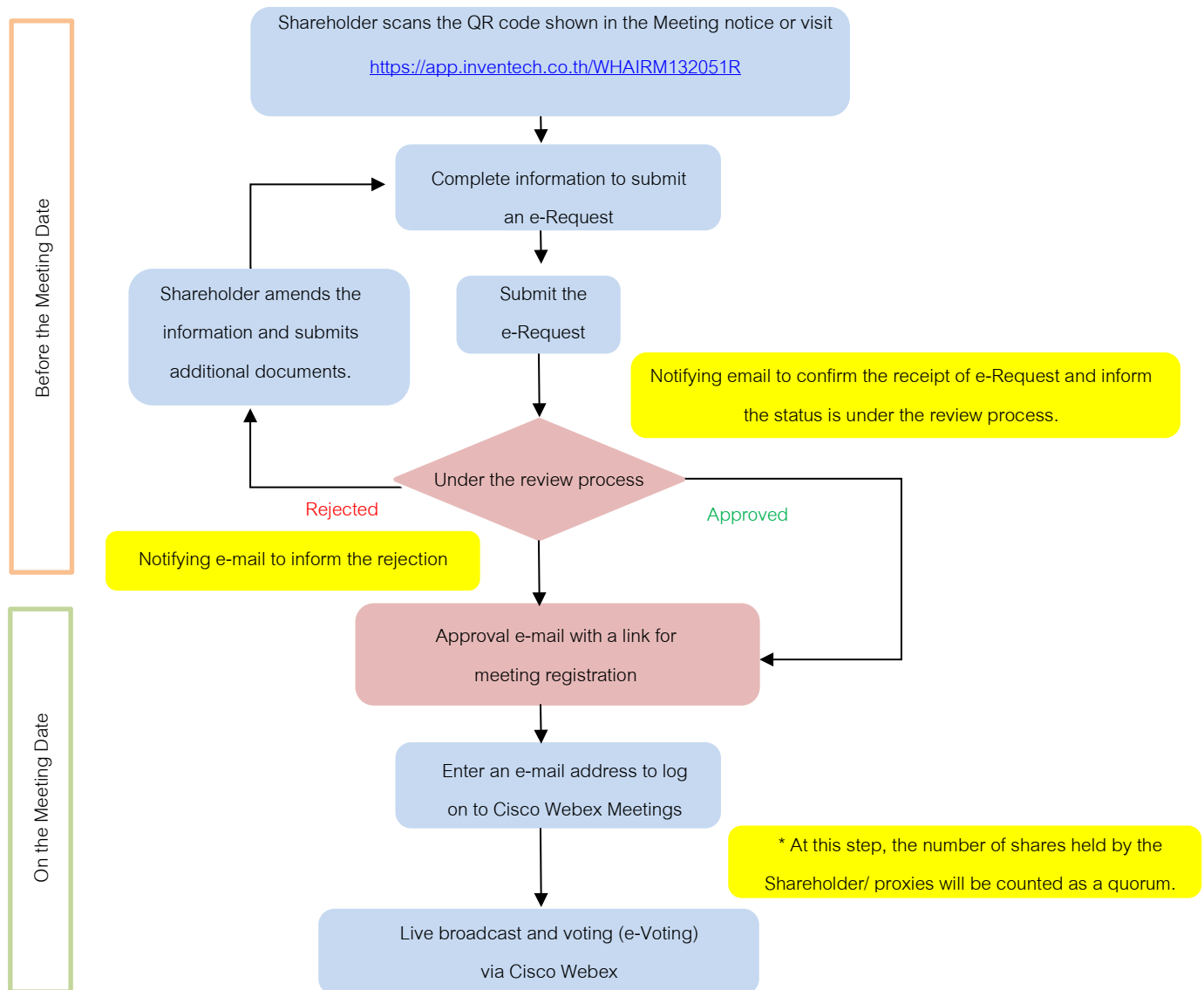


2 User Manual
Inventech Connect

Note Operation of the electronic conferencing system and Inventech Connect systems. Check internet of shareholder 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 Firefox or Chrome (Recommend) or Safari ** The system does not supported Internet Explorer.

Flowchart for the Meeting Attendance via e-Meeting

**Note**1. For a proxy appointed by multiple shareholders:

- Such proxy may press the "Switch Account" button to log into other accounts, and the votes in the meeting quorums of previously used accounts will still be included as the base number of votes.

2. Leaving the Meeting

- Meeting participants may press the "Leave Meeting" button to leave the Meeting. As such, the votes of shareholders/proxies will be annulled for the remaining agenda items that have not yet been voted on.