

**Documentation and Evidence Required to be Presented before Attending the Meeting,
Procedures for the Appointment of a Proxy, Registration, and Voting
at the 2018 Annual General Meeting of Unitholders
on Tuesday, 16 January 2018, at 10:00 a.m.**

For the facilitation of attendee registration for the 2018 Annual General Meeting of Unitholders of Golden Ventures Leasehold Real Estate Investment Trust, the unitholders and proxies who will attend the meeting please bring the invitation letter, registration form, and proxy form.

1. Documents that must be presented by attendees before attending the meeting

Natural person

a. In the case of attendance by the unitholder himself or herself

A valid document issued by a government agency, such as a citizen identification card, government official identification card, driving license, or passport, shall be presented. If there is a change of name or surname, supporting evidence shall also be submitted.

b. In the case of attendance by a proxy

- (1) The proxy form in accordance with the form attached to the invitation letter (Form A or Form B) that is filled out correctly and completely, and signed by the proxy grantor and the proxy.
- (2) A copy of the valid document issued by a government agency as provided in Item a. above, signed by the unitholder as the proxy grantor as a true and correct copy.
- (3) A valid document issued by a government agency of the proxy as provided in Item a. above shall be presented.

Juristic person

c. In the case of attendance by the authorized representative of the unitholder (authorized director) himself or herself

- (1) A valid document issued by a government agency of the juristic person's authorized representative, similar to the case of a natural person in Item a. above, shall be presented.
- (2) A copy of the unitholder's certificate of juristic person registration that is certified true and correct by the juristic person's authorized representative (authorized director) and affix the juristic person's seal (if any), with text indicating that the attending juristic person's authorized representative has the power to act on behalf of the juristic person that is the unitholder under the law.

(Translation)

d. If the unitholder grants a proxy right for a proxy to attend the meeting

- (1) The proxy form in accordance with the form attached to the invitation letter (Form A or Form B) that is filled out correctly and completely, and signed by the juristic person's authorized representative (authorized director) who is the proxy grantor and affix the juristic person's seal (if any), and the proxy.
- (2) A copy of the unitholder's certificate of juristic person registration that is certified true and correct by the juristic person's authorized representative (authorized director) and affix the juristic person's seal (if any), with text indicating that the juristic person's authorized representative (authorized director) who signs the proxy form has the power to act on behalf of the juristic person that is the unitholder under the law.
- (3) A copy of a valid document issued by a government agency of the juristic person's authorized representative (authorized director), who is the proxy grantor, as provided in Item a. above, signed and certified by the juristic person's authorized representative (authorized director), who is the proxy grantor, as a true and correct copy.
- (4) A valid document issued by a government agency of the proxy, similar to the case of a natural person in Item a. above, shall be presented.

e. If a foreign unitholder appoints a custodian in Thailand to keep in custody and take care of the trust units

- (1) The documents similar to the case of a juristic person in Item c. or Item d. above shall be prepared and presented.
- (2) If a foreign unitholder assigns a custodian to sign the proxy form on its behalf, the following evidence must also be submitted:
 - (2.1) Proxy form from the foreign unitholder authorizing the custodian to sign the proxy form on its behalf.
 - (2.2) Letter of confirmation stating that the person signing the proxy form on behalf of the unitholder is permitted to carry on a custodian business.

An English translation must be prepared and attached to any original document that is not in English, and the unitholder or juristic person's authorized representative shall certify the translation's accuracy and affix the juristic person's seal (if any).

2. Proxy granting method

The REIT Manager has delivered three proxy forms in accordance with Enclosure 7 as follows:

- Form A: a general proxy form that is not complicated.
- Form B: a proxy form that specifies detailed, clear, and fixed particulars for which the proxy will be granted.

(Translation)

- Form C: a proxy form used particularly in case of a foreign unitholder appointing a custodian in Thailand to keep in custody and take care of the trust units.

A unitholder who is unable to attend the 2018 Annual General Meeting of Unitholders by himself or herself may grant a proxy by taking the following actions:

- a. Choose **only one** of the above proxy forms as follows:
 - (1) A general unitholder shall choose only one proxy form, either Form A or Form B.
 - (2) A unitholder whose name appears in the unitholder register book as a foreign investor and who appoints a custodian in Thailand to keep in custody and take care of the trust units, shall choose Proxy Form C.
- b. Grant a proxy to any person in accordance with the unitholder's intention, or choose to grant a proxy to an independent director of Univentures REIT Management Company Limited, as the REIT Manager, and specify the name, together with the details of the person to which the unitholder wishes to grant the proxy. Only one person shall be chosen to receive a proxy to attend the meeting.
- c. Affix stamp duty of THB 20 that are crossed out and dated on the day of making the proxy form, so that it is correct and binding under the law.
- d. Send the proxy form in an envelope to Univentures REIT Management Company Limited at 22nd Floor, Park Ventures Ecoplex, No. 57 Wireless Road, Lumpini Subdistrict, Pathumwan District, Bangkok 10330, **by Friday, 12 January 2018**, or at least half an hour before commencement of the meeting, so that the REIT Manager's staffs have time to check the documents and in time before the meeting commences.

The unitholder may not divide the trust units and grant a proxy right to several proxies in order to divide its vote, and the unitholder must grant a proxy equaling to the number of trust units which it holds. The unitholder may not grant a proxy for a portion of trust units less than the trust units that it holds, except in the case of a custodian appointed by a foreign unitholder to keep in custody and take care of the trust units, in accordance with Proxy Form C.

3. Registration for attending the meeting

A unitholder or a proxy may register and submit documents or evidence for verification at the place of the meeting in advance, from 8:00 a.m. on 16 January 2018, at Victor Club, 8th Floor, Sathorn Square Office Tower, No. 98 North Sathorn Road, Silom Subdistrict, Bangrak District, Bangkok 10500, as shown in the attached map of the meeting venue in accordance with Enclosure 8.