



Ref. DEMCO 010/2021

April 30, 2021

Subject: Notification on cancellation of venue and changing of a convening method of the 2021 Annual General Meeting of Shareholders to an electronic meeting (E-AGM)

To: The President
The Stock Exchange of Thailand

Attachment: 1. Conditions and Procedures for Proxy Appointment to Attend the Meeting and Supporting Documents to be Submitted for Identity Verification
2. Registration form for attending the 2021 AGM through Electronic Media (E-AGM)

As DEMCO Public Company Limited ("the Company") has resolved in the Board of Directors' Meeting (Special Agenda) No. 2/2021 on April 25, 2021 approved to postpone the 2021 Annual General Meeting of Shareholders scheduled at 2.00 pm. on April 27, 2021 at Miracle Grand C Room, 4th floor, Miracle Grand Convention Hotel by keeping the list of the names for the ones having the right to attend the Annual General Meeting of Shareholders as be registered on March 15, 2021 and the Company will reorganize the date of the 2021 Annual General Meeting of Shareholders as soon as possible with more details as be shown in the Reference letter.

With refer to the Board of Directors' Meeting (Special Agenda) No.3 / 2021 held on Friday, April 30, 2021, the meeting has considered relevant government sector's regulations, orders, and announcements that affect the holding of the Annual General Meeting of Shareholders year 2021 and has agreed that the Company has to be ready to perform every activities strictly comply with various government measures in order to prevent the spread of COVID-19. The meeting therefore has approved to set the date of the 2021 Annual General Meeting of Shareholders as well as change the format and venue of the 2021 Annual General Meeting of Shareholders as follows:

1. Schedule to hold the 2021 Annual General Meeting of Shareholders on Wednesday May 12, 2021 at 2.00 pm.
2. The format of the meeting is an electronic media meeting (E-Meeting) in accordance with the rules prescribed in the law relating to electronic media meeting by broadcasting live from the Head Office Building, DEMCO Public Company Limited, No. 59, Moo 1, Suanphrikthai, Muangpathumthani, Pathumthani, 12000.

In this regard, the Record Date for the shareholders who are entitled to attend the 2021 Annual General Meeting of Shareholders and the agendas shall remain in accordance with the resolution of the Board

of Directors No. 1/2021 on February 25, 2021 as be specified by appearing in the invitation letter for the 2021 Annual General Meeting of Shareholders that had already been sent to the shareholders.

However, if the shareholders are inconvenient to attend the said meeting via electronic media (E-AGM), the Company will use the previous proxy forms which the shareholders authorized to the Company's independent directors. Such independent directors will vote on each agenda item as specified by the shareholders in the proxy forms. But if any shareholder requires to change the resolution, he/she can inform the Company together with to deliver a new proxy form, including sending questions or comments on the agenda to the Company in advance by May 7, 2021 by email corp_secretary@demco.co.th or orawan@demco.co.th

The Company has submitted the procedure for electronic media meeting (E-AGM) as per Attachment 1.

Please be informed accordingly and kindly to notify investors

Yours Faithfully,

(Mr.Paitoon Gumchai)

Managing Director

Authorized to sign on behalf of the Company

**Conditions and Procedures for Proxy Appointment to Attend the Meeting and Supporting Documents
to be Submitted for Identity Verification**

The Company would like to inform the guidelines and procedures for attending the Annual Ordinary General Meeting of Shareholders 2021 through electronic devices (E-AGM) as follows:

1. Encourage to grant proxy

- 1.1. The Company encourages the shareholders to consider granting proxy to the Company's independent directors to attend and vote in the Meeting and send the proxy form and supporting documents (pursuant to the enclosure to the Annual Ordinary General Meeting of Shareholders 2021, item no. 10) to the Company prior to the date of the Meeting. Please return the completed Proxy Form with a certified copy of ID card or the affidavit to the Company by using below address or by scanning or taking photos and send them to Email address: corp_secretary@demco.co.th, within 7 May 2021

Proxy Form

DEMCO Public Company Limited

Managing Director and Company Secretary Office

59 Moo.1 Suan Prik Thai, Muang Pathumthani, Pathumthani 12000

Tel: 02-959-5811

- 1.2. In the event that the shareholders wish to appoint other persons apart from the Company's independent directors as their proxies, please return the completed Proxy Form with a certified copy of ID card or the affidavit to the Company by using address stated in 1.1 above or by scanning or taking photos and send them to Email address: corp_secretary@demco.co.th, within 7 May 2021

- 1.3 The Company will use the previous proxy forms which the shareholders authorized to the Company's independent directors. Such independent directors will vote on each agenda item as specified by the shareholders in the proxy forms. But if any shareholder requires to change the resolution, he/she can inform the Company together with to deliver a new proxy form together with relevant documents to the Company at the address specified in item 1.1 above.

2. For the shareholders who wish to attend the electronic meeting by themselves or appoint other persons apart from the Company's independent directors as their proxies to attend the electronic meeting

- 2.1. Identity Verification of the Shareholders or Proxies

The shareholders or proxies must submit the registration form, and a copy of the identification card or passport of the shareholders and proxies (in case that the shareholders appoint proxies), in order to have their identity verified by sending them to the address as stated in 1.1 above or by scanning or taking photos and send them to Email address: corp_secretary@demco.co.th, within 7 May 2021

2.2. Attending the E-AGM

After the shareholders or proxies have their identity verified under 2.1 and the Company has checked the list of shareholders according to the shareholders registration book on the record date and the shareholders and proxies have confirmed their identity with the Company afterwards within the specified date, the individual link to attend the E-AGM including the system access manual will be sent to the email that the shareholders or proxies have registered with the Company for use in attending the shareholders' meeting via electronic meeting (E-AGM) through the system of OJ International Company Limited (at least one day prior to the Annual Ordinary General Meeting of Shareholders 2021 through electronic devices (E-AGM)). Suggested to apply 1 email to 1 shareholder/proxy.

In this connection, the registration program and the vote counting of the Company can be used with computers, notebooks, tablets or mobile phones via Web Browser: Internet Explorer, Chrome with 4G internet or basic home internet. Additionally, the system supports both E-Meeting and E-Voting, whether by the shareholders themselves or by appointing proxies.

In case of any inquiries regarding the request to attend the electronic meeting, please contact Khun Phannapas Prommmphan, OJ International Company Limited by Tel. 097-087-2591, 097-237-0094, 099-220-5685 [or by Email: phannapas@ojconsultinggroup.com](mailto:phannapas@ojconsultinggroup.com)

3. Channel for shareholder to send comment or question related to business, industry and business operation of the Company or any relevant agenda to be considered in this E-AGM are as follows:

3.1 During the E-AGM meeting, the shareholder attending the meeting can submit comment or questions during E-AGM system.

3.2 The shareholder can submit comments or question in advance to the company secretary via address stated in 1.1 or by Email address: corp_secretary@demco.co.th

แบบฟอร์มลงทะเบียนสำหรับการประชุมผ่านสื่ออิเล็กทรอนิกส์ (E-AGM)
(E-AGM) Registration form for attending the E-AGM through Electronics Meeting Platform

เขียนที่.....

Written at

วันที่เดือน.....พ.ศ.....

Date Month Year

ข้าพเจ้า.....หมายเลขบัตรประจำตัวประชาชน/หนังสือเดินทาง.....

I/We, Identification Card/Passport number

สัญชาติ.....อยู่บ้านเลขที่.....ถนน.....ตำบล/แขวง

Nationality Residing at No. Road Sub district

อำเภอ/เขต.....จังหวัด.....รหัสไปรษณีย์

District Province Postal Code

อีเมล.....โทรศัพท์มือถือ

E-mail Mobile Phone

เป็นผู้ถือหุ้นของ บริษัท เด็มโก้ จำกัด (มหาชน) โดยถือหุ้นจำนวนทั้งสิ้นรวม.....หุ้น

As a shareholder of DEMCO Public Company Limited, holding a total number of shares.

ข้าพเจ้าขอยืนยันเข้าร่วมประชุมและออกเสียงลงคะแนนใน การประชุมสามัญผู้ถือหุ้น ประจำปี 2564 ในวันพุธที่ 12 พฤษภาคม 2564 เวลา 14.00 น. ผ่านสื่ออิเล็กทรอนิกส์(EAGM) กรุณาส่งลิงค์เข้าร่วมประชุมเฉพาะบุคคลสำหรับ เข้าร่วมประชุมผ่านสื่ออิเล็กทรอนิกส์ (E-AGM) ตามกฎหมายที่เกี่ยวข้อง

I confirm to attend the meeting and vote at Annual General Meeting of Shareholders 2021 on 12 May 2021 at 02.00 p.m. Please send individual link to attend the E-AGM in accordance with relevant laws.

ลงทะเบียนแจ้งความประสงค์โดยส่งแบบฟอร์มมายังบริษัท หรือโดยสแกนหรือถ่ายรูปมายังบริษัทที่อีเมล corp_secretary@demco.co.th ภายในวันที่ 7 พฤษภาคม 2564

Register via sending this form to The Company or scanning or taking photos and send them to Email:

corp_secretary@demco.co.th Within 7 May 2021

ลงชื่อ/Signed.....ผู้ถือหุ้น/Shareholder

(.....)