

**Procedures for Registration, Attendance and Authorization
in the 2019 Annual General Meeting of Unitholders
of Bualuang Office Leasehold Real Estate Investment Trust (B-WORK)
on Wednesday, April 24, 2019, at 10:00 am
at Platinum Hall, 3rd Floor, Grand Mercure Bangkok Fortune Hotel
No 1 Ratchadaphisek Road, Din Daeng Subdistrict, Din Daeng District, Bangkok 10400**

On the meeting, in order to ensure convenient and quick registration, trust unitholders or proxies (as the case may be) who will attend the meeting must bring along the notice of the meeting, Registration Form, Proxy Form (in case of proxy authorization) and documents as to be specified below:

1. Registration Procedures

Trust unitholders or proxies may register and submit their documents or evidence for verification at the meeting place from 9:00 am of Wednesday, April 24, 2019 at Platinum Hall, 3rd Floor, Grand Mercure Bangkok Fortune Hotel, No 1 Ratchadaphisek Road, Din Daeng Subdistrict, Din Daeng District, Bangkok 10400. The location is shown in the map attached hereto.

Trust unitholders and proxies who will attend the meeting have to bring along a Registration Form for attendance registration. If the Proxy Form and proof of identity are not sent to the REIT Manager by Monday, April 22, 2019, the proxy has to bring along a Proxy Form and proof of identity with him/her at the meeting date.

2. Personal Attendance

2.1 In case of an individual:

- An original government-issued document of the trust unitholder which has not expired, ie a personal identification card or government identification card or passport of a trust unitholder, must be attached. Documentary evidence of name or surname change (if any) must be submitted.

2.2 In case of a legal entity:

For legal entity registered in Thailand,

- A copy of certificate of corporate registration of the trust unitholder, which has been issued by the Department of Business Development, Ministry of Commerce, for not more than six months before the meeting date and certified by the legal entity's authorized signatory(ies) with its corporate seal affixed (if any), must be attached.
- A copy or copies of government-issued document(s) of the authorized signatory(ies) of the legal entity as per its certificate of corporate registration, ie a personal identification card or government identification card or passport, which has/have not expired, must be certified by the document's holder and attached. Documentary evidence of name or surname change (if any) must be submitted.

[Translation]

For legal entity registered abroad,

- A copy of certificate of corporate registration of the trust unitholder which has been issued for not more than one year before the meeting date by a competent authority in the country where the legal entity is located, and certified by its authorized signatory(ies) with corporate seal affixed (if any), must be attached.
- A copy or copies of government-issued document(s) of the authorized signatory(ies) of the legal entity as per its certificate of corporate registration, ie a personal identification card or government identification card or passport, which has/have not expired, must be certified by the document's holder and attached. Documentary evidence of name or surname change (if any) must be submitted.
- Any original document which is not in English must be translated into English. The English translation must be certified its correctness by authorized signatory(ies) of the legal entity with corporate seal affixed (if any) and attached to the original document.

3. Proxy Authorization

- A trust unitholder wishing to appoint a proxy must appoint only one proxy to attend and vote at the meeting by using the attached **Proxy Form A** (for general trust unitholders) or **Proxy Form B** (for trust unitholders who appear in the register as foreign investors and appoint a custodian in Thailand to be a unit depository and keeper).
- Proxy Form must be completely filled in and signed, and affixed with stamp duty of THB 20 which is struck through and dated the date of the Proxy Form. Any change or deletion must be endorsed by the grantor.
- The REIT Manager asks for cooperation from all trust unitholders to send Proxy Forms and supporting documents or evidence (completely filled in and signed) in advance to "Manager of Bualuang Office Leasehold Real Estate Investment Trust (B-WORK), No 175 Sathorn City Tower, 7th, 21st and 26th Floors, Thung Mahamek Subdistrict, Sathorn District, Bangkok 10120" by no later than Monday, April 22, 2019 or at the meeting place before the meeting commences.

3.1 Documents in Support of Proxy Authorization in case where trust unitholders are individuals or legal entities registered in Thailand (in case of using Proxy Form A)

3.1.1 In the case that the grantor is an individual:

- A Proxy Form in the Form A. attached hereto which has been correctly and completely filled in and signed by the grantor and the proxy, and affixed with stamp duty of THB 20, must be attached.
- A copy of a government-issued document of the grantor which has not expired, ie his/her personal identification card or government identification card or passport, must be certified by the document's holder and attached. Documentary evidence of name or surname change (if any) must be submitted.

[Translation]

- An original of unexpired personal identification card or government identification card or passport of the proxy must be presented for registration before the meeting commences.

3.1.2 In the case that the grantor is a legal entity:

- A Proxy Form in the Form A. attached hereto which has been correctly and completely filled in and signed by the grantor (its authorized signatory(ies) with corporate seal affixed (if any)) and the proxy, and affixed with stamp duty of THB 20, must be attached.

3.1.2.1 If the grantor is a legal entity registered in Thailand,

- a) a copy of the trust unitholder's certificate of corporate registration which has been issued for not more than six months before the meeting date by the Department of Business Development, Ministry of Commerce, and certified by its authorized signatory(ies) with its corporate seal affixed (if any) must be attached.
- b) a copy or copies of government-issued document(s) of the authorized signatory(ies) of the legal entity as per its certificate of corporate registration, ie a personal identification card or government identification card or passport, which has/have not expired, must be certified by the document's holder and attached. Documentary evidence of name or surname change (if any) must be submitted.

3.1.2.2 if the grantor is a legal entity registered abroad, the following documents must be attached:

- a) a copy of the trust unitholder's certificate of corporate registration, which has been issued for not more than one year before the meeting date by a competent authority of the country where the legal entity is located, and certified by its authorized signatory(ies) with corporate seal affixed (if any), must be attached.
 - b) a copy or copies of government-issued document(s) of the authorized signatory(ies) of the legal entity as per its certificate of corporate registration, ie a personal identification card or government identification card or passport, which has/have not expired, must be attached. Documentary evidence of name or surname change (if any) must be certified by the document's holder and submitted.
- For a legal entity registered abroad, any original document which is not in English must be translated into English. The English translation must be certified its correctness by authorized signatory(ies) of the legal entity with corporate seal affixed (if any) and attached to the original document.
 - The proxy must present his/her original government-issued document which has not expired, ie a personal identification card or government identification card or passport, for registration before the meeting commences.

[Translation]

3.2 Documents in Support of Proxy Authorization in case where trust unitholders who appear in the register as foreign investors and appoint a custodian in Thailand to be a unit depository and keeper, and have the custodian sign the Proxy Form on their behalf (in case of using Proxy Form B),

- (1) A Proxy Form in the Form B. attached hereto which has been correctly and completely filled in and signed by the grantor (its authorized signatory(ies) with corporate seal affixed (if any)) and the proxy, and affixed with stamp duty of THB 20, must be attached.
- (2) The same documents of trust unitholders as specified in the case of "Documents in Support of Proxy Authorization in case where trust unitholders are individuals or legal entities registered in Thailand (in case of using Proxy Form A)" as item 3.1 are required (except for the Proxy Form A.).
- (3) Additional documents which must be attached are as follows:
 - A power of attorney from a trust unitholder, who appears in the register as foreign investor, authorizing a custodian in Thailand, who is a unit depository and keeper, to sign the Proxy Form on behalf of the trust unitholder.
 - A letter confirming that the person signing the Proxy Form on behalf of the trust unitholder is permitted to operate the custodian business.