



**AIRA Factoring Public Company Limited**  
บริษัท ไอรา แฟคตอริ่ง จำกัด (มหาชน)  
เลขที่ปมจ. 0107547000141

319 Chamchuri Square , 20 Floor, Phayathai Road Pathumwan Sub-District, Pathumwan District, Bangkok 10330  
319 อาคารจัตุรัสจามจุรี ชั้น 20 ถนนพญาไท แขวงปทุมวัน เขตปทุมวัน กรุงเทพฯ 10330  
Tel. 2-2657-6222 Fax: 0-2657-6244, 0-2657-6245

### **Procedures for sending any query to AIRA Factoring**

The Company has considered appropriate that any query or comment in relation to general meeting can be sent to the Board in advance via the following channels:

1. Shareholder who wishes to raise any query or comment should provide his/her information:

- Name, address, telephone, facsimile or e-mail with which the Company can contact;
- Query raised or comment proposed with documents or accompanying information (if any).

2. Channels:

- Fax No. 02-657-6244
- E-mail: [Kittikarn@airafactoring.co.th](mailto:Kittikarn@airafactoring.co.th)

3. Office Hours to Send Query

The Company requests that any query and/comment may be sent now until 10 days prior to the Meeting i.e April 8, 2016

4. Company Secretary shall gather all query/comment for consideration by Chief Executive Officer and answer in the day of Meeting

5. The response of the queries sent prior to the meeting, the Company will consider the queries and respond to them accordingly at the meeting.

**Procedures for sending any query to AIRA Factoring before the Meeting**

(In the case the Shareholders' choose to send queries through the Company's Website)

**Term**

**Details**

**Name - Surname**

**Email**

**Telephone Number**

**Status of Shareholder**

Individual

Corporate