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

188, Spring Tower Building, Floor 12A, Unit 6-10, Phayathai Road, Thung Phayathai Subdistrict, Ratchathewi District, Bangkok Postal Code 10400 Tel. 0-2657-6222 Fax: 0-2657-6244, 0-2657-6245
188 อาคารสปริง ทาวเวอร์ ชั้น 12A ยูนิตที่ 6-10 ถนนพญาไท แขวงทุ่งพญาไท เขตราชเทวี กรุงเทพฯ 10400
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Attachment 9

Guidelines for commenting or submitting questions and voting
at the shareholders' meeting

Guidelines for expressing opinions or asking questions

Since the meeting of shareholders via electronic media has a limited time, the company therefore asks shareholders who wish to ask questions or express their opinions to submit questions. Please send questions or comments by typing questions into the DAP Meeting system only, which will show a "Submit Questions" symbol on the screen so that the company can manage meeting time effectively.

The Company will open a system for shareholders to type and submit questions at the beginning of each agenda. The system will be closed after the reporting of each agenda has ended.

However, if any questions are not related to the proposed agenda and the Company gives an opportunity to ask questions, the Company will answer the questions during the Q&A period. However, the questions that were not answered today will appear in the minutes of the general meeting of shareholders

Method of voting in each agenda

Voting on each agenda item will be done openly through the DAP e Shareholder system. Shareholders have votes equal to the number of shares they hold. The proxy has votes equal to the total number of votes given by shareholders, with one share equal to one vote.

The chairman of the meeting is the one who proposes to shareholders to consider voting on each agenda. The company will open the system. DAP allows voting for 1 minute. The company will ask shareholders about their "disagreement" or "abstain" votes.

If shareholders wish to vote "disagree" or "abstain" they can select "disagree" or "abstain" in the box and press "confirm". Such votes will be deducted from the total number of shares. of shareholders or proxies who attend the meeting and have the right to vote. Shareholders who did not vote as mentioned above will be considered to have voted "Agree".

In the case of shareholders who do not attend the meeting in person and have already exercised their voting rights in the proxy form, The Company will record such voting when the Company receives the proxy form.

If any agenda has the same number of votes, the meeting chairman will cast one more vote to be the deciding vote.

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In the event that a shareholder or proxy attends the meeting later than the specified time, the shareholder or proxy can register and attend the meeting but will have the right to vote on the remaining agenda items only.

The resolution of the meeting of shareholders must consist of the following votes:

- In normal circumstances, the majority vote is considered the meeting's resolution.

- In other circumstances, such as where required by law or Company's Articles of Association that the resolution be made in accordance with the requirements of the law or the Company's Articles of Association, the Chairman of the meeting shall inform the shareholders in the meeting for their acknowledgement before casting votes on each agenda.

Counting votes and vote declaration

The Chairman of the meeting shall inform the meeting of the vote counting method for their acknowledgement before the commencement of the meeting. The Company shall count the votes on each agenda item by deducting the disagreed and abstained votes from the total shares of shareholders or proxies presented and entitled to vote and shall inform the meeting of the result of the vote counting.