

EAST COAST FURNITECH PUBLIC COMPANY LIMITED 37/9, Moo 10, Banbung-Klaeng Rd, T.Thangkwian A.Klaeng, Rayong, 21110, Thailand

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บธิษัท อีสต์โคสท์เฟอร์นิเทค จำกัด (มหาชน) 37/9 หมู่ 10 ถนนบ้านบึง-แกลง ต.ทางเกวียน อ.แกลง จ.ระยอง 21110

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## No. ECF02 011/2021

April 19, 2021

Subject: Notification on additional measures to protect the spread of Coronavirus disease (COVID–19) during the 2010 Annual General Meeting Shareholders of the Company

To: President

The Stock Exchange of Thailand

According to East Coast Furnitech Public Company Limited ("The Company") will convene the 2021 Annual General Meeting of Shareholders on Thursday, April 22, 2021, at 10.00 a.m. at Srinakarin 2 Meeting Room, 9<sup>th</sup> Floor, The Grand Fourwings Convention Hotel, No. 333, Srinakarin Road, Huamark, Bangkapi, Bangkok, 10240.

At present, the situation of the outbreak of Coronavirus disease (COVID-19) has a more severe impact on Thailand. Therefore, in order to prevent and mitigate the risks of pandemic and for the good hygiene of the shareholders, the Company has revised the additional measures to be implemented during the 2021 Annual General Meeting of Shareholders to protect the pandemic of COVID-19 as follows:

- 1. The Company requests for cooperation from Shareholders to appoint the Company's Independent Director, as a proxy, instead of attending the Meeting in person by sending the scanned documents or photos regarding the proxy documents to <a href="mailto:ir@eastcoast.co.th">ir@eastcoast.co.th</a>
- 2. The consideration of all agendas of the Meeting will be limited and not exceeding 1 hour and 30 minutes.
- 3. The Company will provide seats for Shareholders with at least a distance of 1.5 meters between seats.
- 4. In the meeting room will have all attendees included Shareholders attending in person and proxies not more than 50 persons to be in line with the Public Administration Requirements in emergency situations No. 20 and in the event of full seats, Shareholders will not be able to enter the meeting area. Therefore, Shareholders who attend the meeting in person will be requested to give their proxies to the Company's independent directors to attend the meeting instead.
- 5. In order to reduce the risk of virus transmission, microphone will not be available in the meeting area for inquiries. Shareholders who wish to inquire at the meeting kindly send question form to staffs of the Company so as to deliver such questions to the secretary of the Meeting. The Company will answer questions that relating to the agenda on voting only. For any other questions, the Company reserves the right to consider as appropriate.
- 6. The company will refrain from serving snacks, tea, and coffee and eating food in the meeting area. To reduce contact with other things and for the hygiene of all attendees.
- 7. If the situation has changed further or there are additional requirements from government agencies related to holding the Shareholders' meeting, the Company will inform Shareholders through the system of the Stock Exchange of Thailand.

The Company would appreciate it if all shareholders and proxies followed according to the above-mentioned guidelines and measures. We hereby apologize for any inconvenience that may occur.



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Please be informed accordingly,

Yours sincerely, East Coast Furnitech Public Company Limited. -Signature-(Mr.Arak Suksawad) Managing Director