

**Attachment 4****Guidelines for trust unitholders to submit questions****Objective**

As the Capital Market Supervisory Board and the Office of the Securities and Exchange Commission (“SEC”) have issued the rules and regulations related to the property funds, infrastructure funds, real estate investment trusts, and infrastructure trusts, effective from February 1, 2024 onwards. This requires that these entities shall provide a Two-way communication channel to communicate with its unitholders/trust unitholders. This is in accordance with the Notification of the SEC No. Tor Jor. 33/2023 Re: Criteria, Conditions and Procedures for Information Disclosure of Mutual Funds and Trusts Investing in Real Estate or Infrastructure (No. 12) dated October 31, 2023.

DAOL REIT Management (Thailand) Company Limited (“Company”), as the REIT manager of KTBST Mixed Freehold and Leasehold Real Estate Investment Trust (“REIT”) intends to promote good corporate governance and comply with the relevant rules and regulations of the SEC. Therefore, the Company would like to invite trust unitholders to ask about the management of the REIT for the fiscal year 2023 starting from today until April 29, 2024 by following our guidelines.

In the event that any trust unitholders have asked any questions relevant to the management of the REIT for the fiscal year 2023, the Company will prepare and disclose a summary in the form of questions/answers for all trust unitholders via the REIT’s website by May 13, 2024.

**Guidelines****1. Qualifications of trust unitholders entitled to ask questions**

Must be trust unitholder as of March 6, 2024, which is our record date that determined the eligibility to participate in the Two-way communication for the fiscal year 2024.

**2. Steps for asking questions**

Trust unitholders qualified according to the guidelines no. 1 are eligible to ask questions relevant to the management of the REIT for the fiscal year 2023 by using any of the following methods, as applicable:

2.1 Via online

Trust unitholders who choose to ask questions via online channels can submit questions via an electronic form (E-Form) or via Email with the following details.

2.1.1. Electronic form (E-Form)

The Company has prepared an online form (E-Form) to facilitate trust unitholders in filling out information and questions including attaching relevant documents/evidences, as follows:

QR Code	Link
	<a href="https://1bh49wkbtdn.typeform.com/to/PV9BVBLc">https://1bh49wkbtdn.typeform.com/to/PV9BVBLc</a>

If trust unitholders have questions about filling out via E-Form, please do not hesitate to contact us: DAOL Contact Center 02-351-1800 Press 3.

2.1.2. Email

The Company has prepared a document form “*Questionnaire Form Regarding the Management of the REIT for the Fiscal Year 2023*”, as per this Attachment, to facilitate trust unitholders in filling out information and questions including attaching relevant documents/evidences. Please send your documents to this Email address: [info\\_reit@daol.co.th](mailto:info_reit@daol.co.th).

2.2 Via registered mail

The Company has prepared a document form “*Questionnaire Form Regarding the Management of the REIT for the Fiscal Year 2023*”, as per this Attachment, to facilitate trust unitholders in filling out information and questions including attaching relevant documents/evidences, as follows:

To:

"Investment Relation and Business Development"

DAOL REIT Management (Thailand) Co., Ltd.

87/2 CRC Tower, 52nd Floor, All Seasons Place, Wireless Road,

Lumpini, Pathumwan, Bangkok 10330

(For the Fiscal Year 2024 Two-way communication)

### 3. Steps for considering and summarizing issues

Our Investment Relation and Business Development will consider all questions from trust unitholders relevant to the management of the REIT for the fiscal year 2023. We will prepare and disclose a summary in the form of questions/answers for all trust unitholders via the REIT's website at <https://www.ktbstmr.com/en/investor-relations/downloads/unitholders-meeting> by May 13, 2024.

The Company reserves the right not to consider questions that are not related to the REIT, not considering questions from trust unitholders with incomplete information or documents, or did not send them in time within the specified period, or could not be contacted.

Questionnaire Form Regarding the Management of the REIT for the Fiscal Year 2023

(Only for trust unitholders sending via Email or registered mail channel)

Part 1: Trust unitholder's information

Name-Surname (Mr./Mrs./Miss/Company/Other): \_\_\_\_\_

Current address/Contact information:

No. \_\_\_\_\_ Residential estate / Building \_\_\_\_\_

Unit \_\_\_\_\_ Floor \_\_\_\_\_ Moo \_\_\_\_\_ Land/Soi \_\_\_\_\_

Road \_\_\_\_\_ Sub-district \_\_\_\_\_

District \_\_\_\_\_ Province \_\_\_\_\_

Country \_\_\_\_\_ Postal Code \_\_\_\_\_

Tel \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Overseas address: (non-Thai nationals are required to provide overseas contact information)

\_\_\_\_\_

No. of trust unit holding \_\_\_\_\_ As of \_\_\_\_\_

Part 2: Questions regarding the management of the REIT for the fiscal year 2023

*Please specify your questions*

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Further supporting documents as with certified true copies totaling \_\_\_\_\_ pages.

**Part 3: Required documents/evidence**

Documents/evidences include:

- Individual trust unitholder is required to attach a certified true copy of his/her identification card or passport not expired (if such individual unitholder is a foreigner).
- Corporate or juristic trust unitholder is required to attach a certified true copy of its Affidavit or Certificate of Incorporation together with a certified true copy of the identification card or passport not expired (if such individual unitholder is a foreigner) of its authorized director(s) who is the undersigned of this form.
- In the case that the trust unitholder changed your title, name, or surname, the copy of evidences of those changes is required to be enclosed with certified true copy.

**Part 4: Certification**

I hereby certify that the information and documents/evidences attached are accurate and complete and that the Company has my permission to disclose such information, or such documents/evidences (if necessary).

Sign \_\_\_\_\_ Trust unitholders  
( \_\_\_\_\_ )  
Date \_\_\_\_\_

**Remarks**

1. The Company has the right not to consider any information or questions which does not comply with the Guidelines as pe detailed in **Attachment 4** *Guidelines for trust unitholders to submit questions*.
2. The Company will not consider any question(s) irrelevant to the management of the REIT.