

Checklist: Providing financial assistance to other persons

When a listed company or its subsidiary provides financial assistance at a significant value, i.e., a minimum of 3 percent of net tangible assets, to another individual or juristic person and such financial assistance is not part of its normal business practice, the listed company has the duty to give a notice to SET immediately and disclose the progress of debt repayment periodically until the full repayment by submitting with financial statements in each quarter or when there is any progress on debt repayment, whichever comes first.

Information Disclosure	Checked (✓)
1. The date of the board of directors' approval to provide financial assistance (i.e., loan and collateral)	
2. Related parties	
<ul style="list-style-type: none"> The company giving financial assistance and the recipient (if the recipient is a juristic person, disclose the name of its ultimate shareholders) 	
<ul style="list-style-type: none"> Details of the financial assistance recipient 	
<ul style="list-style-type: none"> <input type="checkbox"/> For natural person: Occupation, relationship with the listed company or director, management or major shareholders 	
<ul style="list-style-type: none"> <input type="checkbox"/> For juristic person: Date of establishment, paid-up capital, the manner of business operation, the board of directors, list of ultimate shareholders and their shareholding proportion, relationship with the listed company, director, management, major shareholders and controlling persons in the listed company 	
3. Describe the transaction	
<ul style="list-style-type: none"> Background and rationale for financial assistance and the borrower's plans to use money 	
<ul style="list-style-type: none"> Amount of money, per annum interest rate, starting and ending period of the loan agreement and details of loan repayment (i.e., number of installments, amount for each installment) 	
<ul style="list-style-type: none"> Value and condition of collateral (i.e., appraised value of the building, location and useful life of the building) 	
4. Describe the criteria for financial assistance consideration	
<ul style="list-style-type: none"> Policy, procedures, and criteria for considering to give financial assistance 	
<ul style="list-style-type: none"> Authorized person to give an approval and the amount limit for each approval process 	
<ul style="list-style-type: none"> Assessment for debt serviceability of the borrower or the guarantor (if any) 	
<ul style="list-style-type: none"> Source of loans, cost of funds and impact on the company's financial position and liquidity 	
<ul style="list-style-type: none"> Risk management in lending 	

Template to choose for reporting the news to SET

Headline	Template
Providing financial assistance to	<u>Choose</u> Other

Reference: 1. SET Notification on Rules, Conditions and Procedures Governing the Disclosure of Information and Other Acts of a Listed Company B.E. 2560 (2017)

2. Guidelines on information disclosure for a listed company regarding financial assistance to other persons and default on loan payment