

December 4, 2024

Subject: Gifts and Offerings Guideline

Dear Valued Business Partner,

We, AGC Vinythai Public Company Limited would like to sincerely thank you for your kind support toward our company throughout the year. We value good relationships with suppliers, contractors, and others. At the same time, we want to promote high ethical standards, transparency, and fairness in our relationships with all stakeholders.

Our policies strictly adhere to business ethics and transparency which all staff must follow. Consequently, please be informed that offering or granting gifts and other favors of value to our staff on Christmas and New Year is prohibited except for customary gifts of business in compliance with our policy, for example, cards, calendars, diaries.

On the occasion of Christmas and New Year, may this year bring all the desired success and happiness in your life. Wish you and your family a successful and prosperous 2025.

We seek your collaboration in regard and thank you for your kind cooperation as always.

Faithfully yours,



Mr. Tomotaka Yoshikawa  
Managing Director

**AGC Vinythai Public Company Limited**

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