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First Service Holding Limited

第一服务控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(Stock Code: 2107)

CHANGE OF COMPANY SECRETARY, AUTHORIZED REPRESENTATIVE AND PROCESS AGENT

The board (the “**Board**”) of directors (the “**Directors**”) of First Service Holding Limited (the “**Company**”) announces that Ms. Szeto Kar Yee Cynthia (“**Ms. Szeto**”) has tendered her resignation as the company secretary of the Company (the “**Company Secretary**”), an authorized representative of the Company (the “**Authorized Representative**”) under Rule 3.05 of the Rules Governing the Listing of Securities (the “**Listing Rules**”) on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the authorized representative for acceptance of the service of process and notices on behalf of the Company in Hong Kong under Part 16 of the Companies Ordinance (Chapter 622 of the Laws of Hong Kong) (the “**Process Agent**”) due to other work arrangements with effect from June 20, 2023.

Ms. Szeto has confirmed that she has no disagreement with the Board and there are no other matters relating to her resignation that need to be brought to the attention of the Stock Exchange and the shareholders of the Company.

The Board is pleased to further announce that Ms. Ng Sau Mei (“**Ms. Ng**”) has been appointed as the Company Secretary, the Authorized Representative and the Process Agent in replacement of Ms. Szeto, with effect from June 20, 2023.

Ms. Ng is the director and head of the Listing Services Department of TMF Hong Kong Limited and is responsible for the provision of corporate secretarial and compliance services to listed company clients. She has over 20 years of experience in the company secretarial field and has extensive knowledge and experience in dealing with corporate governance, regulatory and compliance affairs of listed companies. Ms. Ng holds a Master’s Degree in Laws from University of London and a Bachelor’s Degree in Laws from City University of Hong Kong, and is a Chartered Secretary, a Chartered Governance Professional and a fellow member of both The Hong Kong Chartered Governance Institute and The Chartered Governance Institute in the United Kingdom.

The Board would like to take this opportunity to express its gratitude to Ms. Szeto for her contribution to the Company during her tenure of office and also express its welcome to Ms. Ng on her appointment.

By order of the Board
First Service Holding Limited
ZHANG Peng
Chairman

Hong Kong, June 20, 2023

As at the date of this announcement, our executive Directors are Mr. Liu Peiqing, Mr. Jia Yan, Mr. Jin Chungang and Ms. Zhu Li, our non-executive Directors are Mr. Zhang Peng and Mr. Long Han, and our independent non-executive Directors are Ms. Sun Jing, Mr. Cheng Peng and Mr. Chen Sheng.