



香港中華煤氣有限公司

The Hong Kong and China Gas Company Limited

(Incorporated in Hong Kong under the Companies Ordinance with limited liability)

(根據公司條例在香港註冊成立之有限公司)

(Stock Code 股份代號: 3)

3rd September 2024

Dear Shareholders,

The Hong Kong and China Gas Company Limited (the “Company”)
- Publication of 2024 Interim Report (the “Current Corporate Communications”)

Please be informed that the English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at www.towngas.com and the HKEXnews website at www.hkexnews.hk, or the arranged printed form(s) of the Current Corporate Communications is enclosed (if applicable). You may access the Current Corporate Communications on the Company’s website or browse through the HKEXnews website.

For shareholders who have chosen or are deemed to have consented to receive Corporate Communications^(Note 1) by electronic means but for any reason you have difficulty in receiving or gaining access to the Corporate Communications, or if you want to receive another printed language version of the Current Corporate Communications other than that you have received (if applicable), the Company will promptly upon your request send you a printed version free of charge. Please make your request to the Company’s share registrar, Computershare Hong Kong Investor Services Limited (the “Share Registrar”), at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong.

To ensure timely receipt of future Corporate Communications and Actionable Corporate Communications^(Note 2), the Company recommends you to provide your email address by scanning your personalised QR code printed on the reply form (the “Reply Form”) on the reverse side of this letter. Please also note that you are also entitled to change your choice of language and/or means of receipt of the Company’s future Corporate Communications by giving reasonable notice in writing (not less than 7 days) or simply completing, signing and returning the Reply Form to the Share Registrar, using the mailing label at the bottom of the Reply Form (need not to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp), or by email to towngas.ecom@computershare.com.hk. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

If you have any queries relating to this letter, please call the Company’s enquiry hotline at (852) 2862 8555 during business hours (from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays).

Yours faithfully,
Elsa Wong Lai-kin
Company Secretary

Notes:

- Corporate Communications include but not limited to (a) the directors’ report and annual accounts together with a copy of the auditors’ report and, where applicable, a summary financial report; (b) the interim report and, where applicable, a summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
- Actionable Corporate Communication is any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder.

各位股東：

香港中華煤氣有限公司（「本公司」）
- 刊發 2024 年中期報告（「本次公司通訊」）

謹通知 閣下本公司之本次公司通訊之中、英文版本已載列於本公司網站(www.towngas.com)及香港交易所披露易網站(www.hkexnews.hk)，歡迎瀏覽，或按安排附上本次公司通訊之印刷本(如適用)。閣下可於本公司網站存取本次公司通訊或瀏覽香港交易所披露易網站。

至於已選擇或被視為已選擇收取公司通訊^(附註 1) 電子版本之股東，如因任何理由在收取或瀏覽該等文件上遇到困難，或閣下欲收取本次公司通訊文件之另一語言印刷本(如適用)，本公司將於收到閣下之要求後，迅即向閣下免費寄發一份印刷本。請把閣下之要求寄回本公司股份登記處「香港中央證券登記有限公司」（「股份登記處」），地址為香港灣仔皇后大道東183號合和中心17M樓。

為確保及時收到日後之公司通訊及可供採取行動之公司通訊^(附註 2)，本公司建議閣下透過掃描本函背面之回條（「回條」）上列印之專屬二維碼以提供閣下之電子郵件地址。閣下亦有權更改選擇收取本公司之日後公司通訊之語言版本及／或收取方式。閣下可在給予合理時間下(不少於 7 日)發出書面通知或填妥、簽署及交回回條，並使用附載於回條底部之郵寄標籤寄回股份登記處(如在香港投寄，毋須貼上郵票；否則，請貼上適當之郵票)或透過電郵發送至 towngas.ecom@computershare.com.hk。請注意，收取日後公司通訊印刷本之指示由收悉閣下指示當日起計一年內有效，此後將過期。

如閣下對本函有任何疑問，請於辦公時間內(星期一至五(公眾假期除外)由上午9時正至下午6時正)致電本公司查詢熱線(852) 2862 8555。

公司秘書
黃麗堅 謹啟

2024 年 9 月 3 日

附註：

- 公司通訊包括但不限於：(a)董事會報告、年度賬目連同核數師報告以及(如適用)財務摘要報告；(b)中期報告及(如適用)中期摘要報告；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。
- 「可供採取行動之公司通訊」指任何涉及要求發行人之證券持有人指示其擬如何行使其有關證券持有人之權利或作出選擇之公司通訊。

