

敬啟者:

## 瑞安房地產有限公司(「本公司」) - 2024 年度年報、通函(包括股東周年大會通告)及代表委任表格(「本次公司通訊文件」)及 2024 年可持續發展報告之發佈通知及以電子方式發佈 公司通訊(<sup>M#1)</sup>之安排

本公司欣然知會 閣下本公司本次公司通訊文件的中、英文版本已於本公司網站(<u>www.shuionland.com</u>)「投資者關係」一欄下的「財務報告」及「更多資料」及香港交易及結算所有限公司之披露易網站(<u>www.hkexnews.hk</u>)登載。若 閣下之前選擇收取本公司公司通訊之印刷版本,現向 閣下奉上按照 閣下之前所選擇收取語言版本的本公司本次公司通訊。

如 閣下只收取本次公司通訊文件之中文版本或英文版本,惟希望索取另一種語言之印刷本,或如 閣下已選擇(或被視為已同意)瀏覽在本公司網站 登載之公司通訊以代替收取印刷本,及因任何理由以致在收取或接收於本公司網站登載之本次公司通訊文件時出現困難,請以郵寄方式向本公司香港 股份過戶登記分處,香港中央證券登記有限公司(「本公司股份過戶登記分處」),地址爲香港灣仔皇后大道東183號合和中心17M 樓或電郵至本公司電 郵地址: sol.ecom@shuion.com.cn 向本公司索取。本公司收到書面提出要求後,將儘快發送本次公司通訊文件之印刷本予 閣下,費用由本公司承擔。

本公司 2024 年可持續發展報告僅以電子形式於本公司網站(<u>www.shuionland.com</u>)「可持續發展」一欄下的「可持續發展報告」及披露易網站(<u>www.hkexnews.hk</u>)) 登載。若 閣下欲索取本公司 2024 年可持續發展報告的印刷本,請以郵寄方式向本公司股份過戶登記分處或電郵至本公司電郵地址向本公司索取。

## 以電子方式發佈公司通訊之安排

根據自 2023 年 12 月 31 日起生效的香港聯合交易所有限公司證券上市規則有關擴大無紙化制度及以電子方式發佈公司通訊規定,本公司謹此通知 閣下,本公司已採用以電子方式發佈公司通訊之安排。

請注意,所有公司通訊之中、英文版本均會繼續以電子方式於本公司網站及披露易網站發佈。

如 閣下之前已提出有效要求以印刷本形式收取公司通訊並有意繼續收取日後公司通訊之印刷本,請填妥及簽署本函隨附之回條(「回條」)並寄回至 本公司股份過戶登記分處或電郵至本公司電郵地址。任何該等要求將有效直至被撤回或取代或直至本公司於翌年刊發其下一份年報為止(以較早者為 準)。倘若本公司於二零二五年五月二十二日前尚未收到 閣下填妥及簽署的回條或表示反對之回覆,及在 閣下按照有關法例及規則,另行透過本 公司股份過戶登記分處給予本公司合理之事先書面通知,或以電郵發送至本公司電郵地址: <u>sol.ecom@shuion.com.cn</u> 作出以上通知前, 閣下將被視為 已同意透過本公司網站以電子方式收取日後公司通訊。

除上述者外,請注意,所有可供採取行動的公司通訊<sup>(源注2)</sup>除了於本公司網站及披露易網站提供外,亦將會按照 閣下之選擇以電郵或郵寄個別發送予 閣下。

## 收集電子聯絡資料

為確保能及時收取最新的公司通訊及可供採取行動的公司通訊已在本公司網站登載之通知,請 閣下透過掃描回條上列印之 閣下專屬二維碼以提供 閣下之電郵地址。 閣下亦可填妥及簽署回條並寄回至本公司股份過戶登記分處或電郵至本公司電郵地址。

## 倘若本公司沒有收到 閣下有效的電郵地址,直至本公司股份過戶登記分處收到 閣下有效的電子郵件地址前, 閣下將日後(i)無法收到有關公司通 訊已在本公司網站登載之電郵通知及(ii)收取可供採取行動的公司通訊之印刷本。

閣下如有任何與本函有關的疑問,請於辦公時間內(星期一至五,上午9時正至下午6時正,公眾假期除外)致電本公司股份過戶登記分處電話熱線 (852) 2862 8688 查詢。

此致 *列位股東* 台照

> 代表 瑞安房地產有限公司 公司秘書 黃金綸 謹啟

二零二五年四月二十四日

附註 1: 公司通訊指本公司刊發或將子刊發以供其任何證券持有人參照或採取行動的任何文件,其中包括但不限於: (a)董事會報告、年度財務報表連同核數師報告及(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)委任代表表格。

附註 2: 可供採取行動的公司通訊指任何涉及要求本公司證券持有人指示其擬如何行使其有關本公司證券持有人的權利或作出選擇的公司通訊。

\* 僅供識別

CCS2194 SONH

	REPLY	FORM 回條		
Fo: Shui On Land Limited (the "Company") (Stock Code: 272) c/o Computershare Hong Kong Investor Sen 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong	vices Limited	( 經 香)	<b>安房地產有限公司^(「本公司」) 股份代號:272)</b> 香港中央證券登記有限公司 港灣仔皇后大道東 183 號 和中心 17M 樓	
Please choose ONLY ONE of the options below) $(\frac{1}{2}$	清從以下選項中 <b>只選擇其中一項</b> )			
			Person	alized QR Code 專屬二維碼
·	ceiving notification of publication of fu e Company's website via electronic di	•		
	共 閣下之電郵地址,以通過電子; Z通知	方式收取日後公司通	訊*及可供採取行動的公	
You are <b>NOT required</b> to return this 如選擇了選項1, 闇下 <b>無須</b> 3				
Communication** via electronic d	lissemination.	•	ation of future Corporate Communicat	•
LI透頂2: 本人/吾等現以書面提供本人/召 Name of securities holder(s) 證券持有人姓名		<b>式收取日後公司通訊</b> of the listed company 上	* <b>及可供採取行動的公司通訊**已在</b> > ·市公司名稱·	本公司網站登載之通知。
		On Land Limited		
	瑞安	房地產有限公	Ē	
(Al-t- 2 / 7// 2)				Т
 Email address 電郵地址: ( <sup>Note 3 / 附註 3)</sup>				
Email address 電郵地址: (Note 3/ 附註 3)				
	ture Corporate Communication* and A	ctionable Corporate C	ommunication** in printed form (Note 5)	(Please mark "√" in one of the
Option 3:         I/We hereby request to receive ful below boxes if applicable)			ommunication** in printed form. (Note 5)	
Option 3:         I/We hereby request to receive fu           below boxes if applicable)           選項3:         本人/吾等現要求收取日後公司	通訊*及可供採取行動的公司通訊*	*之印刷本。 <i>哪#</i> 》(1	如適用,請在以下一個方格內劃上	「✔」號)
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