

#### XINCHEN CHINA POWER HOLDINGS LIMITED

# 新晨中國動力控股有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立的有限公司)

(Stock Code 股份代號: 1148)

29 April 2025

Dear registered shareholder(s),

Xinchen China Power Holdings Limited (the "Company")

- Notice of publication of 2024 Annual Report, Circular dated 29 April 2025 and Proxy Form (the "Current Corporate Communications")

The Current Corporate Communications of the Company have been published in English and Chinese languages and are available on the website of the Company at <a href="https://www.xinchenpower.com">www.xinchenpower.com</a> (the "Company's website") and the HKEXnews website at <a href="https://www.hkexnews.hk">www.hkexnews.hk</a> (the "HKEXnews website").

For the shareholders who have selected to receive the Company's Corporate Communications (Note 1) (the "Corporate Communications") in printed form, enclosed are the Current Corporate Communications of your choice. If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company's website for any reason, the Company will promptly upon your notice send the printed form of the Current Corporate Communications to you free of charge; please write to the Company's Hong Kong branch share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email to <a href="mailto:xinchenpower.ecom@computershare.com.hk">xinchenpower.ecom@computershare.com.hk</a>.

You are entitled to change the means of receipt of the future Corporate Communications by completing the reply form (the "Reply Form") on the reverse side and return it by hand or by post, using the mailing label at the bottom of the Reply Form to the Share Registrar (no postage stamp is necessary if posted in Hong Kong; otherwise please affix an appropriate stamp); or you may also send a scanned copy of the Reply Form duly completed and signed to the Share Registrar via email to <a href="mailto:xinchenpower.ecom@computershare.com.hk">xinchenpower.ecom@computershare.com.hk</a>.

#### Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the Company's website and the HKEXnews website in place of printed copies.

### Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code printed on the Reply Form. Alternatively, you may sign and return the Reply Form to the Share Registrar.

If the Company receives a non-functional email address in your reply, until such time that a functional email address is provided to the Share Registrar, you will (i) be unable to receive any notifications regarding the publication of Corporate Communications; (ii) need to proactively check the Company's website and the HKEXnews website to keep up with the publication of Corporate Communications; and (iii) receive the Actionable Corporate Communications<sup>(Note 2)</sup> in printed form in the future.

If you want to change the means of receipt of the Corporate Communications or receive Corporate Communications in printed form, please complete and return the Reply Form to the Share Registrar or send an email to xinchenpower.ecom@computershare.com.hk specifying your name, address and request to receive Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

By order of the board of directors Xinchen China Power Holdings Limited Zhang Wei Chairman

- Note (1): Corporate Communications include but are not limited to the Company's (a) annual reports and, where applicable, summary financial reports; (b) interim reports, and where applicable, summary interim reports; (c)
- notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms.

  Actionable Corporate Communications are any corporate communication that seeks instructions from the Company's securities holders on how they wish to exercise their rights or make an election as the Company's Note (2): securities holder.

各位登記股東:

新 晨 中 國 動 力 控 股 有 限 公 司 (「 本 公 司 」) - 二 零 二 四 年 年 報 、 日 期 為 二 零 二 五 年 四 月 二 十 九 日 之 通 函 及 代 表 委 任 表 格 ( 「 本 次 公 司 通 訊 」 ) 之 發 布 通 知

本公司的本次公司通訊備有中、英文版本,並已上載於本公司網站 www.xinchenpower.com (「本公司網站」) 及披露易網站 www.hkexnews.hk (「披露易網站」),歡迎瀏覽。 閣下已選擇收取本公司的公司通訊(##1)(「公司通訊」)之印刷版,則隨函附奉 閣下所選擇之本次公司通訊印刷本。 閣下若因任何理由以致在收取或接收載於本公司 名「窗下上透掉收收至公司的公司通訊」(公司通訊)之中刷版,與國國的中華、阁下川透掉之本次公司通訊的印刷本。 阁下可以書面方式通知本公司的香港股份過戶登記 網站上的本文公司通訊出現規樂,本公司將於接到。 閣下通知後,盡快向「閣下免費發接有關本实公司通訊的印刷本 : 閣下可以書面方式通知本公司的香港股份過戶登記 分處(「**股份過戶處**」)香港中央證券登記有限公司,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓,或電郵至 <u>xinchenpower.ecom@computershare.com.hk</u>。

閣下有權要求更改所選擇收取日後公司通訊的收取方式,請填妥本函背頁之回條(「**回條**」),然後以專人交付或使用回條底部隨附的郵寄標籤將回條寄回股份過戶處(如在香港投寄,毋須貼上郵票;否則,請貼上適當的郵票); 閣下亦可把已填妥及簽署回條的掃描副本以電郵方式發送至 <u>xinchenpower.ecom@computershare.com.hk</u>。

## 以電子方式發布公司通訊之安排

根據自二零二三年十二月三十一日起生效的擴大無紙化上市機制及以電子方式發布公司通訊規定下香港聯合交易所有限公司證券上市規則第 2.07 條,本公司謹此通知 閣 下,本公司已採用以電子方式發布公司通訊之安排。

請注意,所有日後公司通訊的英文版和中文版將以電子方式在本公司網站和披露易網站上提供,以代替印刷本。

## 徵集電子聯絡資料

為確保及時收到最新的公司通訊,本公司建議 閣下透過掃描回條上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。或者, 閣下也可以簽署回條並交回股份過戶

如果本公司收到 閣下的電子郵件地址為無效,直至股份過戶處收到 閣下有效的電子郵件地址前, 閣下將公司網站和披露易網站以留意公司通訊的發布;及(iii)將以印刷本形式收取公司日後可供採取行動的公司通訊 閣下將(i)無法收到任何有關發布公司通訊的通知;(ii)需要主動查看本

若 閻下希望更改所選擇收取公司通訊的收取方式或收取公司通訊之印刷本,請填妥回條並交予股份過戶處或發送電子郵件至 xinchenpower.ecom@computershare.com.hk,並註明 閻下的姓名、地址以及收取公司通訊印刷本的要求。 請注意,收取日後公司通訊印刷本之指示由收悉 閻下指示當日起計一年內有效,此後將過期。

閣下對本函件有任何疑問,請於辦公時間星期一至五(香港公眾假期除外)上午9時正至下午6時正(香港時間)期間致電股份過戶處(852)28628688查詢。

承董事會命 新晨中國動力控股有限公司 張巍

二零二五年四月二十九日

公司通訊包括但不限於本公司的 (a) 年度報告及(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(1): 附註(2)

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

REPLY	FORM	回條
KEPLI	<b>FURM</b>	ᄪ

Computershare Hong Kong Investor Services Limited

(the "Share Registrar") 17M Floor, Hopewell Centre

183 Queen's Road East, Wanchai, Hong Kong

(「股份過戶處」) 香港灣仔皇后大道東 183 號 合和中心 17M 樓

香港中央證券登記有限公司

(Please choose ONLY ONE of the options below)

(請<u>從以下選項中**只選擇其中一項**)</u>

Personalized QR Code 專屬二維碼

Option 1: Provide your email address for receipt of future Corporate Communications\* of the Company via electronic dissemination by scanning your personalized QR code

選項1:

掃瞄 閣下專屬二維碼提供 閣下之電子郵件地址,以接收公司通過電子方式 發布的日後公司通訊\*

You are **NOT required** to return this Reply Form if you choose Option 1. 如選擇了選項 1 , 閣下無須交回本回條。

Option 2:       I/we hereby provide my/our email address in writing for receipt of future Corporate Communications* of the following listed company (the "Company") via electronic dissemination         選項 2:       本人/吾等現以書面提供本人/吾等之電子郵件地址・以確保收到以下上市公司(「公司」)通過電子方式發布的日後公司通訊*				
Name of securities holder(s) 證券持有人姓名:  Name of the listed company 上市公司名稱:				
Xinchen China Power Holdings Limited				
<u>新晨中國動力控股有限公司</u>				
Email address 電郵地址: (Note 3 / 附註3)				
<b>Option 3: I/we hereby request to receive Corporate Communications* in printed form</b> (Please mark "✓" in the below box if applicable) <b>選項 3:</b> 本人/吾等現要求收取公司通訊*印刷版 (如適用・請在以下方格內劃上「✓」號)				
receive future Corporate Communications* in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Note 5) 收取日後公司通訊*的印刷本,並已知悉本指示由收取指示日期起計一年內有效。(附註5)				
Signature(s): (Note 1)	Contact number:	Date:		
(RU *L # )	絲絡電話號碼:	日期:		
Notes 附註: 1. Please complete all your details clearly. If your shares are held in joint names, all of the jo · 法非整构立 图下方所在姿刻。而圖數之級者,則大同終海也從是數之級非聯合從學。	pint shareholders should jointly sign this Reply Form in order to be valid			

- Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to annual reports, interim reports, notices of meeting, circulars and proxy forms. 條非另有註即,公司總訊乃指公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件,其中包括但不限於年報、中期報告、會議通告、通函及委任代表表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- PrivacyOfficer@computershare.com.hk 間下有權根據(私廳條例)的條文查閱及J或修改 閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處(地址為香港灣仔皇后大道東 183 號合和中心 17M 樓)向香港隱私主 任提出,或發送電郵至 PrivacyOfficer@computershare.com.hk。

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited

香港中央證券登記有限公司

Freepost No. 簡便回郵號碼:37 Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this form to us.

No postage is necessary if posted in Hong Kong.

當 閣下寄回此回條時・請將郵寄標籤剪貼於信封上 如在本港投寄・ 閣下無需支付郵費或貼上郵票。