

China Smartpay Group Holdings Limited

中國支付通集團控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(Stock Code: 8325)

16 November 2021

Dear Shareholders,

Election of means of receipt of Corporate Communication

Pursuant to the Rules Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited and the articles of association of China Smartpay Group Holdings Limited (the “**Company**”), the Company will make available the following options for you to elect the means of receipt of future corporate communication (the “**Corporate Communication**”) of the Company, which means any document 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: (a) the directors' report and its annual accounts together with a copy of the auditors' report thereon and, where applicable, its summary financial report; (b) the half-year report and, where applicable, its summary half-year report; (c) the quarterly report; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form, in the following manner:

- (1) to read all future Corporate Communication published on the Company's website at <http://www.chinasmartpay.com> (the “**Website Version**”) in place of receiving printed copies, and receive the Company's printed notification letter of the publication of the Corporate Communication on its website; or
- (2) to receive printed copies (in English and Chinese) of all future Corporate Communication.

For the purposes of environmental protection and costs saving, the Company recommends you to select the Website Version. To make your election, please mark “✓” in the appropriate box on the enclosed reply form (the “**Reply Form**”) and sign and return it by post or by hand delivery to the Company c/o the Company's Hong Kong Share Registrar (the “**Share Registrar**”), Union Registrars Limited at Suites 3301-04, 33/F., Two Chinachem Exchange Square, 338 King's Road, North Point, Hong Kong. If you post the Reply Form in Hong Kong, you may use the mailing label at the bottom of the Reply Form and need not affix a stamp. Otherwise, please affix an appropriate stamp.

If the Company does not receive the completed Reply Form or receive an objection from you by 16 December 2021 and until you inform the Company's Share Registrar by reasonable prior notice in writing or sending a notice by email to ocg@unionregistrars.com.hk, you will be deemed to have consented to receiving the Website Version of the Corporate Communication and only a printed notification letter of the publication of the Corporate Communication on the Company's website will be sent to you in the future.

If you choose to receive the Corporate Communication in printed form, the Company will send the printed copies of the Corporate Communication to you unless and until you notify the Share Registrar in writing or sending a notice via email at ocg@unionregistrars.com.hk that you wish to receive the Corporate Communication by electronic means through the Company's website (i.e. the Website Version). You have the right at any time by reasonable prior notice in writing to the Share Registrar or using the email at the email address as indicated above specifying your name, address and request to change the means of receipt of the Corporate Communication. Even if you have chosen (or are deemed to have consented) to receive all Corporate Communication using electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communication, the Share Registrar of the Company will promptly upon your request send the Corporate Communication to you in printed form free of charge.

Please note that (a) printed copies of the English and Chinese versions of all future Corporate Communication will be available from the Company or the Share Registrar on request; and (b) the same will also be available on the Company's website at <http://www.chinasmartpay.com> and the website of Hong Kong Exchanges and Clearing Limited at <http://www.hkexnews.hk>.

Should you have any queries in relation to this letter, please call the Company's Share Registrar at (852) 2849 3399 during business hours from 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

Yours faithfully,

For and on behalf of

China Smartpay Group Holdings Limited

Zhang Xi

Chairman

Name(s) and Address of Shareholder(s)
股東姓名及地址

Reply Form 回條

To: **China Smartpay Group Holdings Limited (the "Company")**
(Stock Code: 8325)
c/o Union Registrars Limited
Suites 3301-04, 33/F.
Two Chinachem Exchange Square
338 King's Road
North Point, Hong Kong

致：中國支付通集團控股有限公司（「本公司」或「貴公司」）
（股份代號：8325）
經聯合證券登記有限公司
香港北角英皇道338號
華懋交易廣場2期33樓3301-04室

I/We would like to receive the corporate communication* of the Company (the "Corporate Communication") in the manner as indicated below:

本人/我們希望以下列方式收取 貴公司之公司通訊*文件（「公司通訊文件」）；

(Please mark "✓" in **ONLY ONE** of the following boxes)

(請從下列選擇中，僅在**其中一個**空格內劃上（「✓」）號）

- to read all future Corporate Communication published on the Company's website (the "Website Version") in place of receiving printed copies, and receive the Company's printed notification letter of the publication of Corporate Communication on its website; **OR**
瀏覽在本公司網站日後登載的公司通訊文件（「網上版本」），以代替收取印刷本，並收取本公司就其於網站登載公司通訊文件而發出的通知信函的印刷本；**或**
- to receive printed copies (in both English and Chinese) of all future Corporate Communication.
收取所有日後公司通訊文件之(英文及中文)印刷本。

Signature
簽名

Contact telephone
number
聯絡電話號碼

Date
日期

Notes/附註：

- Please complete all your details clearly.
請 閣下清楚填寫所有資料。
- If the Company does not receive this Reply Form or receive an objection from you by 16 December 2021 and until you inform the Company's Share Registrar by reasonable prior notice in writing or by sending a notice by email to ocg@unionregistrars.com.hk, you will be deemed to have consented to receiving the Website Version of the Corporate Communication. All Corporate Communication will be sent out in the manner specified in the Company's letter dated 16 November 2021 and only a printed notification letter of the publication of the Corporate Communication on the Company's website will be sent to you in the future.
倘若本公司於2021年12月16日及直至 閣下發出合理事先書面通知本公司之股份過戶登記處或以電郵發出該通知至 ocg@unionregistrars.com.hk 之前仍未收到 閣下的回條或表示反對的回覆， 閣下將被視為已同意收取公司通訊文件網上版本，而本公司將按2021年11月16日之本公司函件內所述之方式，在將來只向 閣下寄發有關公司通訊文件已在本公司網站發佈的通知書印刷本。
- By selecting to read the Website Version of the Corporate Communication published on the Company's website in place of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communication in printed form.
在選擇瀏覽在本公司網站上登載之公司通訊文件網上版本以代替收取印刷本後， 閣下已明示同意放棄收取公司通訊文件之印刷本的權利。
- If your shares in the Company are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign this Reply Form in order to be valid.
如屬聯名股東，則本回條須由該名於本公司股東名冊上就聯名持有股份其姓名名列首位的股東簽署，方為有效。
- The above instructions will apply to all future Corporate Communication to be sent to shareholders of the Company until you notify otherwise by reasonable prior notice in writing to the Company's Share Registrar of the Company, Union Registrars Limited at Suites 3301-04, 33/F., Two Chinachem Exchange Square, 338 King's Road, North Point, Hong Kong or by email to ocg@unionregistrars.com.hk.
上述指示適用於將寄發予本公司股東之所有公司通訊文件，直至 閣下發出合理事先書面通知予本公司之股份過戶登記處聯合證券登記有限公司，地址為香港北角英皇道338號華懋交易廣場2期33樓3301-04室或以電郵發出該通知至 ocg@unionregistrars.com.hk 另作選擇為止。
- Shareholders of the Company are entitled to change the choice of means of receipt of the Corporate Communication at any time by reasonable prior notice in writing to the Company c/o the Company's Share Registrar or by email to ocg@unionregistrars.com.hk.
股東有權隨時發出合理事先書面通知本公司之股份過戶登記處或以電郵發出該通知至 ocg@unionregistrars.com.hk，要求更改收取公司通訊文件之方式。
- For the avoidance of doubt, the Company does not accept any special instructions written on this Reply Form.
為免存疑，任何在本回條上的額外指示，公司將不予處理。

* Corporate Communication refers to any document issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to (a) the directors' report and its annual accounts together with a copy of the auditors' report thereon and, where applicable, its summary financial report; (b) the half-year report and, where applicable, its summary half-year report; (c) the quarterly report; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.

* 公司通訊文件指由本公司發出或將予發出以供本公司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：(a) 董事會報告及本公司的年度賬目連同核數師報告；以及（如適用）財務摘要報告；(b) 半年度報告；以及（如適用）半年度摘要報告；(c) 季度報告；(d) 會議通告；(e) 上市文件；(f) 通函；及(g) 代表委任表格。



Please cut the mailing label and stick this on the envelope to return this Reply Form to us.

No postage stamp necessary if posted in Hong Kong.

閣下寄回此回條時，請將郵寄標籤剪貼於信封上。

如在本港投寄毋須貼上郵票。

MAILING LABEL 郵寄標籤

Union Registrars Limited
聯合證券登記有限公司
Freepost No. 簡便回郵號碼 20 EDO
Hong Kong 香港

