

Sunray Engineering Group Limited
新威工程集團有限公司
(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)
(Stock Code 股份代號: 8616)

NOTIFICATION LETTER 通知信函

Dear Shareholder,

9 February 2024

Sunray Engineering Group Limited (the “Company”)
– Notification of publication of 2023/2024 Third Quarterly Report (“Current Corporate Communication”)

The English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at www.sunray.com.hk and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at www.hkexnews.hk. You may access the Current Corporate Communication by clicking the relevant title as appeared on the website of the Company or browsing through the website of Stock Exchange.

Collection of your electronic contact details

To ensure timely receipt of the latest Actionable Corporate Communications or Notice of Publication, if you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing and signing the enclosed change request form (“Change Request Form”) and return to the Company’s branch share registrar in Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Company’s branch share registrar in Hong Kong you will (i) be unable to receive any notifications via email regarding the publication of Actionable Corporate Communications and Notice of Publication; and (ii) the Company would only be able to send you the printed copy of the Actionable Corporate Communications and Notice of Publication.

You may at any time by reasonable prior notice in writing to the Company c/o the Company’s branch share registrar in Hong Kong at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 8616-ecom@hk.tricorglobal.com elect to receive future Corporate Communications in printed form instead of by Website Version, or by Website Version instead of in printed form. If you have elected to receive Corporate Communications by Website Version and for any reason have difficulty in receiving or gaining access to Corporate Communications on the Company’s website, the Company will upon request send the relevant Corporate Communications to you in printed form free of charge.

Please tick the appropriate box on the change request form on the reverse side and sign and return it by post or by hand to the Company c/o the Company’s branch share registrar in Hong Kong, Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. If you post your Change Request Form in Hong Kong, you may use the mailing label in the Change Request Form and need not affix a stamp on the envelope when returning your Change Request Form. Otherwise, please affix an appropriate stamp.

Please note that all future Corporate Communications in both English and Chinese will be available (a) in printed form from the Company or the Company’s branch share registrar in Hong Kong upon request and (b) on the Company’s website at www.sunray.com.hk and the website of the Stock Exchange at www.hkexnews.hk respectively.

Should you have any queries relating to this letter, please contact the Company’s branch share registrar in Hong Kong at (852) 2980 1333 during business hours (9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays).

By Order of the Board
Sunray Engineering Group Limited
Lam Ka Wing
Chairman and Executive Director

Note: Corporate Communications include but not limited to (a) directors’ reports, annual accounts together with the auditors’ reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; (f) proxy forms; and (g) reply slips.

各位股東：

新威工程集團有限公司(「本公司」)
— 於本公司網站刊發 2023/2024 年第三季度報告(「本次公司通訊」)之登載通知

本公司的本次公司通訊之中，英文版本已上載於本公司網站(www.sunray.com.hk)及香港聯合交易所有限公司(「聯交所」)之網站(www.hkexnews.hk)。閣下可在本公司網站按下相關標題網頁以閱覽本次公司通訊文件或在聯交所之網站瀏覽有關文件。

徵集 閣下之電子聯絡資料

為確保及時收到最新的可供採取行動的公司通訊及可供查閱通知，如閣下尚未提供閣下之電子郵件地址予本公司，或需更新閣下之電子郵件地址，本公司建議閣下填寫及簽署隨附之更改申請表格(「更改申請表格」)提供閣下之電子郵件地址並交回本公司的香港股份過戶登記分處。

如果本公司沒有收到閣下的有效電子郵件地址，閣下將(i)無法透過電子郵件方式收取可供採取行動的公司通訊及登載通知；及(ii)本公司只能以印刷本方式向閣下發送可供採取行動的公司通訊及登載通知，直至本公司的香港股份過戶登記分處收到閣下有效的電子郵件地址為止。

閣下可隨時透過本公司的香港股份過戶登記分處(地址為香港夏愨道16號遠東金融中心17樓)向本公司在合理時間內發出事先書面通知或以電郵方式發送至8616-ecom@hk.tricorglobal.com，選擇收取日後公司通訊的印刷本，以取代網上版本(或收取網上版本，以取代印刷本)。倘若閣下已選擇收取本公司網站登載的公司通訊的網上版本，惟因任何原因以致在收取或接收本公司網站上的公司通訊出現困難，本公司將於收到閣下要求後寄上相關公司通訊的印刷本，費用全免。

請閣下於本函背面之更改申請表格上適當空格劃上「✓」號，並經簽署後，寄回或以專人送達方式透過本公司的香港股份過戶登記分處，卓佳證券登記有限公司(地址為香港夏愨道16號遠東金融中心17樓)交回本公司。倘若在香港投寄更改申請表格，閣下可使用更改申請表格上的郵寄標籤寄回，而毋須在信封上貼上郵票；否則，請貼上適當郵票。

請注意：就所有日後公司通訊的英文及中文版而言，閣下可以(a)向本公司或本公司的香港股份過戶登記分處索取印刷本，及(b)在本公司網站www.sunray.com.hk及聯交所網站www.hkexnews.hk查閱。

閣下如有任何與本函件有關的疑問，請在辦公時間內致電香港股份過戶登記分處(852) 2980 1333，辦公時間為星期一至星期五(香港公眾假期除外)上午9時正至下午6時正。

承董事會命
新威工程集團有限公司
主席兼執行董事
林嘉樂

2024年2月9日

附註：公司通訊文件包括但不限於：(a)董事會報告、年度賬目連同核數師報告及(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；(f)代表委任表格；及(g)確認回條。

