YING KEE TEA HOUSE GROUP LIMITED
英記茶莊集團有限公司

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立的有限公司)

(Stock Code 股份代號: 8241)

NOTIFICATION LETTER 通知信函

22 July 2025

Dear Non-registered holder(1),

Ying Kee Tea House Group Limited (the "Company")
— Notification of publication of Annual Report 2025, Circular and Notice of the Annual General Meeting ("Current Corporate Communications") on the Company's website

The Current Corporate Communications in both English and Chinese versions, are available on the website of the Company at https://www.yingkeetea.com/en/index.php and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk.

If you wish to receive printed version of the Current Corporate Communications, please complete the Request Form on the reverse side and return it to the Company's share registrar, Tricor Investor Services Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the mailing label (for pre-paid postage in Hong Kong) at the bottom of the Request Form.

Please note that by completing and returning the Request Form to request for the printed version of the Current Corporate Communications, you will expressly indicate that your instruction to receive printed version will apply to all future Corporate Communications of the Company to be sent to you until you notify the Company's share registrar to the contrary or you cease to hold any shares of the Company.

Should you have any queries relating to this notification, please do not hesitate to call the enquiry hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m. (Monday to Friday, excluding public holidays).

Yours Faithfully
For and on behalf of
Ying Kee Tea House Group Limited
Chan Kwong Yuen
Chairman

Notes: *(1) This notification letter is addressed to "Non-registered holder", which means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications.*

(2) Corporate Communications refer to 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) 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 forms.

各位非登記持有人(1)：

英記茶莊集團有限公司(「本公司」)
－ 於本公司網站刊發二零二五年年報、通函及股東週年大會通告(「本次公司通訊」)之發佈通知

本次公司通訊(中、英文版本)已登載於本公司網站https://www.yingkeetea.com/en/index.php及香港聯合交易所有限公司之網站www.hkexnews.hk。

如　閣下欲收取本次公司通訊之印刷本，請填妥本函背面之申請表格及使用申請表格底部隨附之郵寄標籤(已預付在香港投寄之郵費)寄回本公司之股份過戶登記處卓佳證券登記有限公司，地址為香港夏慤道16號遠東金融中心17樓。

請注意，當　閣下填寫及寄回申請表格以索取本次公司通訊之印刷本後，即表示確認　閣下收取印刷本之指示將適用於本公司今後所有之公司通訊，直至　閣下通知本公司之股份過戶登記處另外之安排或停止持有本公司的股份。

如　閣下對此有任何疑問，請於上午九時正至下午五時正(星期一至星期五，公眾假期除外)，致電查詢熱線(852) 2980 1333。

代表
英記茶莊集團有限公司
主席
陳廣源
謹啟

2025年7月22日

附註： *(1) 此函件乃向本公司之非登記持有人(指股份存放於中央結算及交收系統的人士或公司，並透過香港中央結算有限公司不時向本公司發出通知，希望收取公司通訊)發出。*

(2) 公司通訊指由本公司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：(a)董事會報告、年度賬目連同核數師報告及財務摘要報告(如適用)；(b)中期報告及中期摘要報告(如適用)；(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。

Non-registered holder's information (English full name and address)
非登記持有人資料(英文姓名及地址)

YING KEE TEA HOUSE GROUP LIMITED
英記茶莊集團有限公司
(Incorporated in Hong Kong with limited liability)
(於香港註冊成立的有限公司)
(Stock Code 股份代號: 8241)

Request Form 申請表格

To: **Ying Kee Tea House Group Limited (the "Company")**
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

致：**英記茶莊集團有限公司(「本公司」)**
卓佳證券登記有限公司轉交
香港夏慤道16號
遠東金融中心17樓

I/We would like to receive the current and future Corporate Communications(1) of the Company in printed copies.
本人／吾等要求索取本公司本次及今後刊發之公司通訊(1)。

Signature:
簽名：_____

Date:
日期：_____

Contact Phone Number:
聯絡電話：_____

Notes 附註:

1. *Corporate Communication(s) refer to 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) 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.*
   公司通訊指由本公司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：(a)董事會報告、年度賬目連同核數師報告及財務摘要報告（如適用）；(b)中期報告及中期摘要報告（如適用）；(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。

2. *By completing and returning this Request Form to request for the printed copy of the Current Corporate Communication, you have expressly indicated that you prefer to receive all future Corporate Communications of the Company in printed copies.*
   當　閣下填寫及寄回此申請表格以索取本次刊發之公司通訊印刷本後，即表示　閣下確認擬收取本公司今後刊發的所有公司通訊的印刷本。

(Please cut along the dotted line. 請沿虛線剪下。)

Please cut the mailing label and stick this on an envelope to return the Request Form to us.
No postage stamp is required for local mailing

當　閣下寄回此申請表格時，請將此郵寄標籤剪貼於信封上。
如在本港投寄，　閣下毋須支付郵費或貼上郵票

Mailing Label 郵寄標籤

Tricor Investor Services Limited
卓佳證券登記有限公司
Freepost No. 簡便回郵號碼：10 GPO
Hong Kong 香港
Ying Kee Tea (8241)