

Alpha Professional Holdings Limited 阿爾法企業控股有限公司*

(Incorporated in Bermuda with limited liability) (於百慕達註冊成立之有限公司) (Stock Code 股份代號: 948)

NOTIFICATION LETTER 通知信函

12 December 2019

Dear Registered Shareholder(s),

Notification of Publication of Circular on Unwinding of Acquisition, Major Disposal and Connected Transaction and Proposed Off-Market Share Buy-Backs, Notice of Special General Meeting and Proxy Form (the "Current Corporate Communications")

We, Alpha Professional Holdings Limited (the "Company"), hereby notify you that the special general meeting of the Company will be held at 11:00 a.m. on Friday, 3 January 2020 at Meeting Room 1, Ucommune, 11/F, Grand Millennium Plaza, 181 Queen's Road Central, Sheung Wan, Hong Kong. The Current Corporate Communications are available in printed English and Chinese versions. They are also available in electronic version on the Company's website at www.hk-alpha.com (the "Website") and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk.

If you (i) have elected (or deemed to have elected) to read the Corporate Communications (Nove) published on the Website in lieu of receiving printed version(s), and, for any reason have difficulty in receiving or gaining access to the Current Corporate Communications, would like to receive printed version(s) of the Current Corporate Communications, or (ii) wish to change your choice of language or means of receipt of all future Corporate Communications, please complete and sign the change request form printed overleaf and return it by hand or by post (postage pre-paid if delivered in Hong Kong by using the mailing label at the bottom of the change request form), to the Company c/o the share registrar and transfer office of the Company, Tricor Investor Services Limited (the "Share Registrar"), at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong, or by sending an email for such purpose to alpha-ecom@hk. tricorglobal.com. The printed copy(ies) of the Current Corporate Communications will be sent to you promptly free of charge upon receipt of your request.

You may at any time by reasonable written notice change your choice of language or means of receipt of the Corporate Communications, free of charge, by completing Part B of the change request form on the reverse side of this letter and returning it to the Share Registrar by hand or by post, or by sending an email to alpha-ecom@hk.tricorglobal.com for the change. The change request form may also be downloaded from the Website.

Should you have any queries in relation to this letter, please contact the Share Registrar's Customer Service Hotline at (852) 2980 1333 between 9:00 a.m. and 5:00 p.m., Monday to Friday (excluding Hong Kong general holidays).

Yours faithfully,
For and on behalf of
Alpha Professional Holdings Limited
Kung Wai Chiu Marco
Company Secretary

Note: Corporate Communications include annual/interim reports, notices, circulars, proxy forms, or other publications of the Company (including any "Corporate Communication" as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited).

各登記股東:

通函:解除收購事項、主要出售事項及關連交易建議場外購回股份、股東特別大會通告及代表委任表格(「本次公司通訊 |)之刊發通知

謹此通知,Alpha Professional Holdings Limited 阿爾法企業控股有限公司*(「本公司」)之股東特別大會將於二零二零年一月三日(星期五)上午十一時正假座香港上環皇后大道中181號新紀元廣場11樓優客工場1號會議室舉行。本次公司通訊備有英文及中文印刷版本,亦同時備有登載於本公司的網站www.hk-alpha.com(「本公司網站」)及香港聯合交易所有限公司的網站www.hkexnews.hk的電子版本。

若 閣下(i)已選擇(或被視為已選擇)於本公司網站閱覽公司通訊(並)以代替印刷本,倘因任何原因在收取或取覽本次公司通訊上出現困難,而擬收取本次公司通訊的印刷本,或(ii)擬更改所有日後刊發的公司通訊之語言版本或收取方式的選擇,請填妥及簽署本函背頁之變更申請表格,經人手遞交或以郵寄方式(如在香港投寄,可使用變更申請表格底部隨附之郵寄標籤(已預付在香港投寄之郵費)送回本公司(經本公司之股份過戶登記處卓佳證券登記有限公司(「**股份過戶登記處**」),其地址為香港皇后大道東一百八十三號合和中心五十四樓),或將有關要求以電郵發送至alphaecom@hk.tricorglobal.com,本次公司通訊之印刷本將按閣下要求免費發送予閣下。

閣下如欲更改收取公司通訊之語言版本或收取方式的選擇, 閣下可於合理時間內,隨時填寫本函背頁的變更申請表格之乙部,然後將變更申請表格經人手遞交或以郵寄方式送回股份過戶登記處,或發電郵至 alpha-ecom@hk.tricorglobal.com,作出變更要求。變更申請表格亦可在本公司網站內下載。

閣下如對本函有任何疑問,請於星期一至星期五(香港公眾假期除外)上午九時至下午五時,致電股份過戶登記處客戶服務熱線(852) 2980 1333 查 詢。

代表

Alpha Professional Holdings Limited 阿爾法企業控股有限公司* 公司秘書 孔維釗 謹啟

二零一九年十二月十二日

附註:公司通訊包括本公司的周年/中期報告、通告、通函、代表委任表格或其他刊物(包括《香港聯合交易所有限公司證券上市規則》內所指的「公司通訊」)。

CHANGE REQUEST FORM 變更申請表格

Alpha Professional Holdings Limited To: (Stock Code: 948)

c/o Tricor Investor Services Limited Level 54, Hopewell Centre 183 Queen's Road East, Hong Kong

阿爾法企業控股有限公司* (股份代號:948) 經卓佳證券登記有限公司 香港皇后大道東183號 合和中心54樓

Part A I/We have elected (or am/are deemed to have elected) to receive the Current Corporate Communications in electronic form on the Website. I/We would 甲部 本人/吾等已選擇(或被視為已選擇)收取於本公司網站登載的本次公司通訊電子版本。本人/吾等現擬索取: (Please mark a "✔" in the following box 請在下列空格內劃上「✔」號) a printed version of the Current Corporate Communications 本次公司通訊之印刷本 I/We would like to change the choice of language or means of receipt of all future Corporate Communications in the manner as indicated below: 本人/吾等現擬更改選擇有關日後刊發的本公司的所有公司通訊之語言版本或收取途徑如下: Part B 乙部 (Please mark a "✓" in ONLY ONE of the following boxes 請僅在下列其中一個空格內劃上「✓」號) to read all future Corporate Communications published on the Website in lieu of receiving printed copies, and to receive notifications of the publication of the Corporate Communications on the Website by email to my/our following email address; **OR**於本公司網站閱覽日後所有公司通訊,以代替收取印刷本,並以電郵方式收取關於公司通訊已在本公司網站發佈之通知至本人/吾等以下之電郵 地址;或

Signature

Contact Telephone Number 聯絡電話號碼

Date 日期

Notes 附註:

- Please complete all your details clearly. 請 閣下清楚填妥所有資料。
- If your shares 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 change request form in order

to receive printed English version of all future Corporate Communications only; **OR** 日後僅收取所有公司通訊之英文印刷本;**或**

日夜睡收取所有公司通訊之类文中删平,或 to receive printed Chinese version of all future Corporate Communications only; **OR** 日後僅收取所有公司通訊之中文印刷本;**或** to receive both printed English and Chinese versions of all future Corporate Communications. 日後同時收取所有公司通訊之英文及中文印刷本。

- If your shares 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 change request form in order for it to be valid. 如屬聯名股東,則本變更申請表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署,方為有效。 Any change request form with more than one box marked "X" in Part B, with no box marked "X" in both Part A and Part B, with no signature or otherwise incorrectly completed will be void. 如在本變更申請表格人部作出超過一項選擇、或年印那或乙部均未有作出選擇、或未有簽署、或填寫不正確,則本變更申請表格將會作廢。 For the avoidance of doubt, we do not accept any special instructions written on this change request form. 為免存疑,任何在本變更申請表格上額外書為指示,本公司將不予處理。 Corporate Communications include annual/interim reports, notices, circulars, proxy forms, or other publications of the Company (including any "Corporate Communication" as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited). 公司通訊包括本公司的周年/中期報告、通告、通函、代表委任表格或其他刊物(包括《香港聯合交易所有限公司證券上市規則》內所指的「公司通訊」)。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Cap 486 ("PDPO"), which may include your name, address and contact telephone
- "Personal Data" in this statement has the same meaning as processing meaning as processing meaning as process of the same m
- 阁下是目朝问不公司及/或股份總戶營記處提供上延個人資料。倘若阁下未能提供足夠資料,本公司可能無法處埋。阁下在不是更申請表格上所建的指示及/或申請。
 Your Personal Data collected in this change request form may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our record and verification purposes.
 本公司可就任何所說明的用途,將 閣下的個人資料按露或轉移子本公司的附屬公司、股份過戶登記處、及/或其他公司或團體,並將於適當期間保存該等個人資料作記錄及查證用途。
 You have the right to request access to and/or correction of the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing and sent by post to the Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong.
 閣下有權根據代起條例)查閱及/或更正有關的個人資料。任何有關查閱及/或更正個人資料的要求均須以書面方式提出並郵寄至股份過戶登記處卓佳證券登記有限公司,地此為香港皇后大道東一百八十三號合和中心五十四樓。

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Please cut and stick the mailing label on the envelope when returning this change request form to us. No postage stamp is required for local mailing 當寄回此變更申請表格時,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

Tricor Investor Services Limited 卓佳證券登記有限公司 Freepost No. 簡便回郵號碼:37 Hong Kong 香港