

HANDS FORM HOLDINGS LIMITED

恆新豐控股有限公司

(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: 1920)

NOTIFICATION LETTER 通知信函

31 March 2021

Dear Non-registered holder⁽¹⁾,

**Hands Form Holdings Limited (the “Company”) —
Notice of Publication of Annual Report 2020, Circular and Notice of Annual General Meeting
 (“Current Corporate Communications”)**

The English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at <https://www.handsform.com> and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at www.hkexnews.hk.

Shareholders may at any time choose to receive free of charge Corporate Communications⁽²⁾ either in printed form, or read from the website. 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 Hong Kong branch share registrar, Boardroom Share Registrars (HK) Limited (“Boardroom”), using the mailing label printed. No postage is required if posted in Hong Kong. The address of Boardroom is 2103B, 21/F, 148 Electric Road, North Point, Hong Kong.

Should you have any queries relating to any of the above matters, please call the Company’s telephone hotline at 2127 4675 during business hours from 9:00 a.m. to 5:00 p.m. Monday to Friday, excluding public holidays or send an email to info@handsform.com.

Yours faithfully,
For and on behalf of
Hands Form Holdings Limited
Cheung Kwok Fai Adam
Chairman and Chief Executive Officer

Note: (1) This letter is addressed to Non-registered holders (“Non-registered holder” 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). If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.

(2) Corporate Communications include but are not limited to (a) the directors’ report, the annual financial statements together with a copy of the independent auditors’ report of the Company and, where applicable, its summary financial report; (b) the interim, quarterly report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; (f) a reply slip and (g) a proxy form.

各位非登記持有人⁽¹⁾：

**恆新豐控股有限公司 (「本公司」) —
2020 年度報告、通函及股東週年大會通告 (「本次公司通訊文件」) 之發佈通知**

本公司的本次公司通訊文件的中、英文版本已上載於本公司網站 <https://www.handsform.com> 及香港交易及結算有限公司之網站 www.hkexnews.hk，歡迎瀏覽。

閣下可以隨時向本公司提出更改公司通訊文件⁽²⁾收取方式的選擇，轉為以印刷本或網上方式收取，費用全免。如閣下欲收取本次公司通訊文件之印刷本，請閣下填妥在本函背頁的申請表格，並使用隨附之郵寄標籤寄回，毋須貼上郵票（如在香港投寄）。公司香港證券登記分處，寶德隆證券登記有限公司（「寶德隆」），地址為香港北角電氣道148號21樓2103B室。

如閣下對本函內容有任何疑問，請於辦公時間星期一至五（公眾假期除外）上午9時正至下午5時正致電本公司電話熱線2127 4675或電郵至 info@handsform.com。

代表
恆新豐控股有限公司
主席及行政總裁
張國輝
謹啟

二零二一年三月三十一日

附註：(1) 此函件乃向本公司之非登記持有人（「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，透過香港中央結算有限公司不時向本公司發出通知，希望收到公司通訊）發出。如果閣下已經出售或轉讓所持有之本公司股份，則無需理會本函件及背面的申請表格。

(2) 公司通訊文件包括但不限於：(a) 董事會報告、本公司年度財務報表連同獨立核數師報告及如適用的財務摘要報告；(b) 中期、季度報告及如適用的中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函；(f) 回執；及(g) 委任代表表格。

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Request Form 申請表格

To: **Hands Form Holdings Limited (the "Company")**
c/o Boardroom Share Registrars (HK) Limited ("Boardroom")
2103B, 21/F, 148 Electric Road
North Point, Hong Kong

致: 恆新豐控股有限公司 (「本公司」)
經 寶德隆證券登記有限公司 (「寶德隆」)
香港北角電氣道 148 號 21 樓 2103B 室

I/We would like to receive the **Current** Corporate Communications of the Company as indicated below:
本人 我們希望以下列方式收取 本公司之本次公司通訊文件 (「公司通訊文件」):
(Please mark ("X") to the following box)
(請在空格內劃上「X」號)

to receive the **printed version** of the Current Corporate Communications
收取公司本次通訊文件之印刷本

Signature:
簽名: _____

Contact telephone number:
聯絡電話號碼: _____

Date:
日期: _____

Note 附註:

- Please complete all your details clearly.
請 閣下清楚填寫所有資料。
- This letter is addressed to Non-registered holders ("Non-registered holder" 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).
此函件乃向本公司之非登記持有人 (「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, 透過香港中央結算有限公司不時向本公司發出通知, 希望收到公司通訊) 發出。
- Any form without indication, with no signature or otherwise incorrectly completed will be void.
如在本表格未有作出選擇、未有簽署、或在其他方面填寫不正確, 則本表格將會作廢。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form.
為免存疑, 任何在本申請表格上的額外手寫指示, 本公司將不予處理。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "Personal Data" in these statements has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").
本聲明中所指的「個人資料」具有香港法例第 486 章《個人資料 (私隱) 條例》(「《私隱條例》」) 中「個人資料」的涵義。
- Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide sufficient information may result in the Company being unable to process your instructions and/or requests as stated in this form.
閣下向本公司所提供個人資料屬自願性質。若 閣下未能提供足夠資料可能導致本公司無法處理 閣下在本表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its 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 verification and record purposes.
本公司可就任何所說明的用途, 將 閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處、及/或其他公司或團體, 並將在適當期間保留該等個人資料作核實及紀錄用途。
- You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing to the Personal Data Privacy Officer of Boardroom Share Registrars (HK) Limited at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong.
閣下有權根據《私隱條例》的條文查閱及/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向寶德隆證券登記有限公司 (地址為香港北角電氣道 148 號 21 樓 2103B 室) 的個人資料私隱主任提出。

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閣下寄回此申請表格時, 請將郵寄標籤剪貼於信封上。
如在本港投寄毋須貼上郵票。
Please cut the mailing label and stick this on the envelope
to return this Request Form to us.
No postage stamp necessary if posted in Hong Kong.

郵寄標籤 MAILING LABEL

寶德隆證券登記有限公司
Boardroom Share Registrars (HK) Limited
簡便回郵號碼 Freepost No. 20
香港 Hong Kong