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## **Tradelink Electronic Commerce Limited**

**貿易通電子貿易有限公司**

*(Incorporated in Hong Kong with limited liability)*

**(Stock Code: 536)**

### **NOTICE OF ANNUAL GENERAL MEETING**

**Notice is hereby given** that the annual general meeting (“AGM”) of Tradelink Electronic Commerce Limited (貿易通電子貿易有限公司) (the “**Company**”) will be held by using Computershare’s e-Meeting System on Friday, 6 May 2022 at 2:00 p.m. at boardroom, 12/F, Tower B, Regent Centre, 63 Wo Yi Hop Road, Kwai Chung, Hong Kong (“**Meeting Place**”) for the following purposes:

1. To receive and adopt the audited financial statements of the Company, the directors’ report and the report of the auditors for the year ended 31 December 2021.
2. To declare a final dividend in respect of the year ended 31 December 2021.
3. To re-elect the following retiring directors:
  - (i) To re-elect Ms. CHUNG Shun Kwan as an Executive Director; and
  - (ii) To re-elect Mr. YUEN Wing Sang, Vincent as a Non-executive Director.
4. To re-elect a retiring independent non-executive director Mr. CHAK Hubert who has served for more than nine years as an Independent Non-executive Director.
5. To re-elect a retiring independent non-executive director Mr. CHAU Tak Hay who has served for more than nine years as an Independent Non-executive Director.
6. To authorize the Board to fix the remuneration of Directors.

7. To re-appoint KPMG as auditors of the Company and to authorize the Board to fix their remuneration.
8. To consider and, if thought fit, pass with or without modification, the following ordinary resolution:

**THAT** a general unconditional mandate be given to the Directors to allot, issue and deal with new shares or securities convertible into shares in the unissued share capital of the Company, including the entering into of any agreements or granting of any options to do any of the foregoing, provided that the total number of shares allotted or agreed to be allotted by the Directors pursuant thereto, otherwise than pursuant to a rights issue, or any allotment of shares in lieu of the whole or part of a dividend on shares in accordance with the Articles of Association of the Company, shall not exceed 20 percent of the Company's total number of shares in issue at the date of this resolution and such mandate shall remain in effect until (i) the conclusion of the next AGM of the Company, (ii) the expiration of the period within which the next AGM of the Company is required by any applicable law or by the Articles of Association of the Company to be held, or (iii) it is revoked or varied by an ordinary resolution of Shareholders of the Company in a general meeting, whichever is the earliest.

By Order of the Board  
**TAI Kwok Hung**  
*Company Secretary*

Hong Kong, 31 March 2022

*Notes:*

1. Any member of the Company entitled to attend and vote at the AGM is entitled to appoint one or more proxies to attend and, on a poll, vote in his stead in accordance with the Articles of Association of the Company. A proxy need not be a member of the Company.
2. Where there are joint registered holders of any share, any one of such persons may vote at any meeting, either personally or by proxy, in respect of such share as if he were solely entitled thereto; but if more than one of such joint holders be present at any meeting personally or by proxy, that one of the said persons so present whose name stands first on the register in respect of such share, shall alone be entitled to vote in respect thereof.
3. The form of proxy and the power of attorney or other authority, if any, under which it is signed (or a notarially certified copy of such power of attorney or authority) must be deposited at the Company's share registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong not less than 48 hours before the time for holding the AGM (or any adjournment thereof), and otherwise the form of proxy shall not be treated as valid. The completion and return of the form of proxy shall not preclude members of the Company from attending and voting in person at the AGM (or any adjourned meeting thereof) should they so wish.

4. The Company will conduct its AGM using Computershare's e-Meeting System, which allows shareholders of the Company to attend and vote at the AGM in a convenient and efficient way from anywhere with an internet connection. Shareholders will be able to view the live webcast and participate in voting at the AGM via their smartphones, tablet devices or computers.
5. Shareholders and/or their proxies or corporate representatives will NOT be able to attend physically the Meeting Place, but may only attend and vote at, the AGM by using Computershare's e-Meeting System. For details about these special arrangements for AGM, please refer to the Section "Special Arrangements for AGM" in the circular dated 31 March 2022.
6. At the AGM, the Chairman of the Meeting will put each of the above resolutions to the vote by way of a poll pursuant to rule 13.39(4) of the Listing Rules.
7. The register of members will be closed from Tuesday, 3 May 2022 to Friday, 6 May 2022, both days inclusive, during which period no transfer of shares will be registered to determine the shareholders' entitlement to attend and vote at the AGM to be held on Friday, 6 May 2022. In order to qualify to attend and vote at the AGM, all duly completed transfer forms accompanied by the relevant share certificates must be lodged with the Company's share registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong for registration, no later than 4:30 p.m. on Friday, 29 April 2022.
8. The register of members will be closed from Friday, 13 May 2022 to Tuesday, 17 May 2022 both days inclusive, during which period no transfer of shares will be registered. In order to qualify for the final dividend, all duly completed transfer forms accompanied by the relevant share certificates must be lodged with the Company's share registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong for registration, no later than 4:30 p.m. on Thursday, 12 May 2022.
9. Concerning resolutions 3, 4 and 5 above, Ms. CHUNG Shun Kwan, Emily, Mr. YUEN Wing Sang, Vincent, Mr. CHAK Hubert and Mr. CHAU Tak Hay will retire as Directors at the AGM and being eligible, have offered themselves for re-election. Details of the above Directors for re-election are set out in Appendix I to the accompanied circular dated 31 March 2022.
10. Concerning resolution 8 above, the Directors wish to state that they have no immediate plans to issue any new shares of the Company. Approval is being sought from the members as a general mandate for the purposes of Sections 140 and 141 of the Companies Ordinance (Cap 622) and The Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.
11. In the event of any inconsistency between the Chinese translation and the English text hereof, the English text shall prevail.

As at the date of this notice, the Board comprises

***Non-executive Directors:*** Dr. LEE Nai Shee, Harry, S.B.S., J.P. (Chairman), Dr. LEE Delman, Mr. YING Tze Man, Kenneth and Mr. YUEN Wing Sang, Vincent;

***Executive Directors:*** Mr. TSE Kam Keung, Mr. CHENG Chun Chung, Andrew and Ms. CHUNG Shun Kwan, Emily; and

***Independent Non-executive Directors:*** Mr. CHAK Hubert, Mr. CHAU Tak Hay, Ms. CHAN Chi Yan, Mr. CHUNG Wai Kwok, Jimmy and Mr. HO Lap Kee, Sunny, M.H., J.P.