



GREEN LEADER HOLDINGS GROUP LIMITED

綠領控股集團有限公司

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code: 61)

(股份代號：61)

NOTIFICATION LETTER 通知信函

22 April 2022

Dear Non-registered Holder of Securities of the Company⁽¹⁾,

Green Leader Holdings Group Limited (the “Company”)

– **Notice of publication of (1) the annual report for the year ended 31 December 2021; (2) the 2021 Environmental, Social and Governance Report; and (3) the Circular dated 22 April 2022 (together with notice of annual general meeting) (the “Current Corporate Communication”)**

The English and Chinese versions of the Current Corporate Communication are available on the website of the Company at www.greenleader.hk and the website of Hong Kong Exchanges and Clearing Limited (the “HKEx”) at www.hkexnews.hk. You may access the Current Corporate Communication through the websites of the Company and HKEx.

If you wish to receive printed version(s) of the Company’s corporate communications⁽²⁾, please complete the Request Form on the reverse side of this letter and return it to the Company c/o Tricor Tengis Limited, the branch share registrar and the transfer office of the Company in Hong Kong (the “Share Registrar”), at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong by using the freepost mailing label (applicable for posting within Hong Kong only) or by email to 61-ecom@hk.tricorglobal.com.

Please note that by completing and returning the Request Form to request for the printed version(s) of the Current Corporate Communication, you will expressly indicate that your instruction to receive printed version(s) will apply to all future corporate communications of the Company to be sent to you until you notify the Share Registrar to the contrary or you cease to hold any shares of the Company.

Should you have any questions in relation to the above matters, please call the dial-up hotline at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,
For and on behalf of
Green Leader Holdings Group Limited
Tse Michael Nam
Chairman

- (1) This notification letter is addressed to “Non-registered Shareholder”, which means such person or company whose shares are held in The Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive corporate communications.
- (2) Corporate communications mean any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities, which include but are not limited to (a) directors’ report, its annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a circular; (e) a proxy form; and (f) environmental, social, and governance report.

致本公司證券的非登記持有人⁽¹⁾：

綠領控股集團有限公司(「本公司」)

– **(1)截至二零二一年十二月三十一日止年度之年度報告；(2)二零二一年環境、社會及管治報告；及(3)日期為二零二二年四月二十二日之通函(連同週年股東大會通告)(「本次公司通訊」)之發佈通知**

本次公司通訊之中、英文版本已上載於本公司網站www.greenleader.hk及香港交易及結算所有限公司(「香港交易所」)網站www.hkexnews.hk。閣下可透過本公司及香港交易所網站瀏覽本次公司通訊。

如閣下欲收取本公司之公司通訊⁽²⁾印刷本，請填妥在本函背面之申請表格，並使用免郵費郵寄標籤(僅適用於香港投寄)透過卓佳登捷時有限公司(為本公司於香港之股份過戶登記分處)(「股份過戶登記處」)寄回至本公司，地址為香港皇后大道東183號合和中心54樓或電郵至61-ecom@hk.tricorglobal.com。

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日後所有之公司通訊，直至閣下通知股份過戶登記處另外之安排或停止持有本公司的股份。

倘若閣下有任何與上述事宜有關的疑問，請於辦公時間內(星期一至星期五(香港公眾假期除外))上午9時正至下午5時正致電電話熱線(852) 2980 1333查詢。

代表
綠領控股集團有限公司
主席
謝南洋
謹啟

二零二二年四月二十二日

- (1) 此函件乃向本公司之非登記之股東(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) 公司通訊指本公司發出或將予發出以供本公司任何證券的持有人參照或採取行動的任何文件，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)通函；(e)代表委任表格；及(f)環境、社會及管治報告。

REQUEST FORM 申請表格

To: **Green Leader Holdings Group Limited (the “Company”)**
(Stock Code: 61)
c/o Tricor Tengis Limited
Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong

致：**綠領控股集團有限公司(「本公司」或「貴公司」)**
(股份代號：61)
經卓佳登捷時有限公司
香港皇后大道東183號合和中心54樓

I/We would like to receive the current and future corporate communications of the Company in the manner as indicated below:
本人/吾等希望以下列方式收取 貴公司本次及日後所有之公司通訊：

(Please mark “✓” in **ONLY ONE** of the following boxes 請僅在其中一個空格內劃上「✓」號)

- to receive the **printed English version ONLY**; OR 僅收取英文印刷本；或
- to receive the **printed Chinese version ONLY**; OR 僅收取中文印刷本；或
- to receive both **printed English and Chinese versions**. 同時收取英文及中文印刷本。

Signature

簽名：_____

Contact telephone number

聯絡電話號碼：_____

Date

日期：_____

Notes 附註：

- Please complete all your details clearly. Any Request Form that has not been completed clearly or otherwise incorrectly completed will be void at the discretion of the Company.
請 閣下清楚填妥所有資料。本公司將有酌情權決定任何未有清楚填妥或填寫不正確之申請表格無效。
- By completing and returning this Request Form to request for the printed copies 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公司通訊印刷本後，即表示 閣下確認擬收取本公司日後所有公司通訊的印刷本。
- For the avoidance of doubt, the Company does not accept any special instructions written on this Request Form.
為免存疑，本公司概不接受於本申請表格上書寫之任何額外指示。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- (i) “Personal Data” in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance, Cap 486 (the “PDPO”), which may include but not limited to your name and contact telephone number.
本聲明中之「個人資料」相等於《個人資料(私隱)條例》(第486章)(「《私隱條例》」)所定義之「個人資料」，當中可能包括但不限於 閣下之姓名及聯絡電話號碼。
- (ii) Your supply of Personal Data is on a voluntary basis for the purpose of receiving the current and future corporate communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.
閣下是自願提供個人資料，以便按 閣下選擇之方式收取本次及日後所有之公司通訊。本公司將在有需要之期間，保存 閣下之個人資料作核實及記錄用途。
- (iii) 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 addressed to the Privacy Compliance Officer of Tricor Tengis Limited at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong or by email to is-enquiries@hk.tricorglobal.com.
閣下有權根據《私隱條例》中的條款，查閱及/或修改 閣下之個人資料。任何相關查閱及/或修改個人資料之要求均須以書面方式郵寄至香港皇后大道東183號合和中心54樓或電郵至is-enquiries@hk.tricorglobal.com向卓佳登捷時有限公司的私隱事務主任提出。

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

Mailing Label 郵寄標籤

Tricor Tengis Limited
卓佳登捷時有限公司
Freepost No. 簡便回郵號碼：37
Hong Kong 香港
Green Leader Holdings Group Limited (61)
綠領控股集團有限公司(61)