

# MIRAMAR GROUP

MIRAMAR HOTEL AND INVESTMENT COMPANY, LIMITED

美麗華酒店企業有限公司

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立之有限公司)

(Stock Code 股份代號: 71)

## NOTIFICATION LETTER 通知信函

27 April 2022

Dear Non-registered holder <sup>(Note)</sup>,

### **Miramar Hotel and Investment Company, Limited (the “Company”)**

#### **1. Annual General Meeting**

Please note that the Annual General Meeting of the Company will be held at The Ballroom, 18/F, The Mira Hong Kong, 118-130 Nathan Road, Tsim Sha Tsui, Kowloon, Hong Kong on Tuesday, 7 June 2022 at 12:00 noon (“AGM”). If you wish to attend the AGM, please contact your brokers, nominees or banks.

#### **Online Attendance at the AGM**

In addition to physical attendance, you, as a Non-registered holder whose shares are held through banks, brokers, custodians, nominees or HKSCC Nominees Limited (together, the “Intermediary”) have the option of attending, participating and voting at the AGM through online access by visiting the website at <https://meetings.computershare.com/MiramarAGM2022> (the “Online Platform”). If you attend the AGM online, you will be able to view a live webcast of the AGM, cast your vote on the resolutions in real time and submit online questions to the Company. The Online Platform will be open for shareholders to log in approximately 30 minutes prior to the commencement of the AGM. Please refer to the Company’s circular dated 27 April 2022 for details of the AGM arrangements.

In order to attend the AGM online, you need to (i) contact and instruct your Intermediary to appoint you as a proxy or corporate representative to attend the AGM and (ii) provide your email address to your Intermediary before the time limit required by your Intermediary. Details regarding the AGM arrangements including the login details to access the Online Platform will be sent by the Company’s share registrar, Computershare Hong Kong Investor Services Limited (the “Company’s Registrar”) to the email address provided by you.

**You are responsible for keeping the login details in safe custody for use at the AGM and should not disclose them to anyone else.**

各位非登記持有人 <sup>(附註)</sup>：

### **美麗華酒店企業有限公司 (「公司」)**

#### **1. 股東週年大會**

請注意，公司之股東週年大會將於 2022 年 6 月 7 日(星期二)中午 12 時假座香港九龍尖沙咀彌敦道 118-130 號 The Mira Hong Kong 18 樓宴會廳舉行。閣下如欲出席股東週年大會，請聯絡閣下之經紀、代理人或銀行。

#### **以網上方式出席股東週年大會**

如閣下為透過銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」)持有股份的非登記持有人，除現場出席股東週年大會外，閣下亦可選擇透過瀏覽網站 <https://meetings.computershare.com/MiramarAGM2022> (「網上平台」)以網上方式出席及參與股東週年大會並於會上投票。如閣下以網上方式出席股東週年大會，將可透過網上直播觀看股東週年大會，實時就決議案投票，並可於網上向公司提交問題。網上平台將於股東週年大會開始前約三十分鐘開放予股東登入。有關股東週年大會安排之詳情，請參閱公司日期為 2022 年 4 月 27 日之通函。

閣下需(i)聯絡並指示閣下之中介公司以委任閣下為代表或法團代表出席股東週年大會及(ii)於閣下之中介公司規定之期限前，向中介公司提供閣下之電郵地址以便以網上方式出席股東週年大會。有關股東週年大會安排之詳情(包括進入網上平台之登入資料)，將由公司股份登記及過戶處香港中央證券登記有限公司(「股份登記及過戶處」)發送至閣下所提供之電郵地址。

**閣下有責任將登入資料妥為保存以於股東週年大會使用，並不應向任何人士透露有關資料。**

## **2. Notice of Publication of Annual Report 2021 (including Environmental, Social and Governance Report), Circular and Notice of Annual General Meeting (the “Current Corporate Communication”)**

English and Chinese versions of the Current Corporate Communication are available on the Company’s website at [www.miramar-group.com](http://www.miramar-group.com) under “Investor Relations” and are also available on the website of The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk).

If you would like to receive the Current Corporate Communication in printed form, please complete the Request Form enclosed with this letter and sign and return it by post or by hand to the Company c/o the Company’s Share Registrar in Hong Kong, Computershare Hong Kong Investor Services Limited (the “Share Registrar”), at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong. If you post your reply in Hong Kong, you may use the mailing label in the Request Form and need not affix a stamp on the envelope when returning your Request Form. Otherwise, please affix an appropriate stamp. Alternatively, you may send a scanned copy of the completed Request Form by email to [miramar.ecom@computershare.com.hk](mailto:miramar.ecom@computershare.com.hk). The Request Form may also be downloaded from the Company’s website at [www.miramar-group.com](http://www.miramar-group.com) or the website of The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk).

Please note that the Annual General Meeting of the Company will be held at The Ballroom, 18/F, The Mira Hong Kong, 118-130 Nathan Road, Tsim Sha Tsui, Kowloon, Hong Kong on Tuesday, 7 June 2022 at 12:00 noon.

Should you have any questions in relation to this letter, please call the telephone hotline of the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays.

By Order of the Board  
**Miramar Hotel and Investment Company, Limited**  
**Chu Kwok Sun**  
Corporate Secretary

*Note: This letter is addressed to non-registered holders (a “non-registered holder” means such person or company whose shares in the Company 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 that such person or company wishes to receive corporate communications<sup>#</sup>). If you have sold or transferred all your shares in the Company, please disregard this letter and the Request Form enclosed with this letter.*

*# Corporate communications are all documents issued by the Company to holders of its securities for their information or action and include (but are not limited to) annual reports and interim financial reports (and all reports and accounts contained in them), notices of meetings, listing documents, circulars and proxy forms.*

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## **2. 2021 年年報(包括環境、社會及管治報告)、通函及股東週年大會通告(「本次公司通訊」)之發佈通知**

本次公司通訊之中、英文版本已上載於公司網站 ([www.miramar-group.com](http://www.miramar-group.com))「投資者資訊」項下及香港聯合交易所有限公司網站 ([www.hkexnews.hk](http://www.hkexnews.hk))，歡迎查閱。

如閣下欲收取本次公司通訊之印刷本，請閣下填妥在本函隨附的申請表格，並在申請表格上簽名，然後把申請表格寄回或親手交回公司之股份登記及過戶處香港中央證券登記有限公司(「股份登記及過戶處」)，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。倘若閣下在香港投寄，可使用申請表格內的郵寄標籤寄回，而毋須在信封上貼上郵票；否則，請貼上適當的郵票。閣下亦可把已填妥之申請表格的掃描副本電郵至 [miramar.ecom@computershare.com.hk](mailto:miramar.ecom@computershare.com.hk)。申請表格亦可於公司網站 ([www.miramar-group.com](http://www.miramar-group.com)) 或香港聯合交易所有限公司網站 ([www.hkexnews.hk](http://www.hkexnews.hk)) 內下載。

請注意，公司之股東週年大會將於 2022 年 6 月 7 日(星期二)中午 12 時假座香港九龍尖沙咀彌敦道 118-130 號 The Mira Hong Kong 18 樓宴會廳舉行。

閣下如有任何與本函內容有關的疑問，請致電股份登記及過戶處電話熱線(852) 2862 8688，辦公時間為星期一至星期五(公眾假期除外)上午 9 時至下午 6 時。

承董事局命  
**美麗華酒店企業有限公司**  
集團秘書  
**朱國新**

2022 年 4 月 27 日

*附註: 本函件乃向本公司之非登記持有人(“非登記持有人”指本公司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表示該等人士或公司希望收到公司通訊)發出。倘若閣下已出售或轉讓所持有的所有本公司股份，則無需理會本函及所附申請表格。*

*# 公司通訊乃公司向向其證券持有人發出以供參照或採取行動的任何文件，包括但不限於年報及中期業績報告(及其中包含的所有報告及帳目)、會議通告、上市文件、通函及受託投票表格。*

Name(s) and address of Non-registered holder(s):  
非登記持有人的姓名及地址:

## Request Form 申請表格

**To: Miramar Hotel and Investment Company, Limited (“the Company”) 致： 美麗華酒店企業有限公司（「公司」）**  
(Stock Code: 71) (股份代號：71)  
c/o Computershare Hong Kong Investor Services Limited 經香港中央證券登記有限公司  
17M Floor, Hopewell Centre, 183 Queen’s Road East, 香港灣仔皇后大道東 183 號  
Wan Chai, Hong Kong 合和中心 17M 樓

I/We would like to receive the Current Corporate Communication of the Company in printed form in the manner indicated below:  
本人／我們希望以下列方式收取本次公司通訊之印刷本：

(Please mark “X” in **ONLY ONE** of the following boxes)  
(請從下列選擇中，僅在其中一個空格內劃上「X」號)

- in the **English language ONLY**; OR  
僅收取英文本；或
- in the **Chinese language ONLY**; OR  
僅收取中文本；或
- both in the **English language and in the Chinese language**.  
同時收取英文及中文本。

Signature(s)  
簽署

Contact Phone Number  
聯絡電話號碼

Date  
日期

Notes 附註：

- Please complete all your details clearly. Please specify your name and address clearly in CAPITAL LETTERS IN ENGLISH on the top left hand corner in this Request Form if you downloaded this form from the web.  
請閣下清楚填妥所有資料。倘若閣下從網上下載本申請表格，請於本表格左上方用英文正楷清楚註明閣下的姓名及地址。
- This Request Form is to be completed by non-registered holders (a “non-registered holder” means such person or company whose shares in the Company 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 that such person or company wishes to receive corporate communications).  
本函是由本公司之非登記持有人（“非登記持有人”指本公司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表示該等人士或公司希望收到公司通訊）填妥的。
- Any form with more than one box marked “X”, with no box marked “X”, with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
- The above instruction will apply to all the Company’s future corporate communications<sup>#</sup> to be sent to you until you notify to the Company c/o the Company’s Share Registrar in Hong Kong, Computershare Hong Kong Investor Services Limited, to the contrary or unless you have at anytime ceased to have shareholdings in the Company.  
上述指示適用於發送予閣下之所有日後發送之公司通訊<sup>#</sup>，直至閣下通知公司之股份登記及過戶處香港中央證券登記有限公司另外之安排或任何時候停止持有公司的股份。
- For the avoidance of doubt, we do not accept any other instruction given on this Request Form.  
為免存疑，任何在本申請表格上的額外指示，公司將不予處理。

<sup>#</sup> Corporate Communications are all documents issued by the Company to holders of its securities for their information or action and include (but are not limited to) annual reports and interim financial reports (and all reports and accounts contained in them), notices of meetings, listing documents, circulars and proxy forms.  
公司通訊乃公司向其證券持有人發出以供參照或採取行動的任何文件，包括但不限於年報及中期業績報告(及其中包含的所有報告及帳目)、會議通告、上市文件、通函及受託投票表格。

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**Mailing Label 郵寄標籤**

Computershare Hong Kong Investor Services Limited  
香港中央證券登記有限公司

Freepost No. 簡便回郵號碼：37  
Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this Request Form to us.  
No postage is necessary if posted in Hong Kong.

當閣下寄回本申請表格時，請將郵寄標籤剪貼於信封上。  
如在本港投寄，閣下無需支付郵費或貼上郵票。

**Get in touch with us 與我們聯繫**

Send us an enquiry 查詢  
Rate our service 評價  
Lodge a complaint 投訴

Contact Us 聯繫我們  
www.computershare.com/hk/contact

