



# POLY PROPERTY SERVICES CO., LTD.

## 保利物業服務股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock Code: 06049)

### PROXY FORM FOR 2021 ANNUAL GENERAL MEETING

I/We<sup>(Note 1)</sup> \_\_\_\_\_  
of<sup>(Note 2)</sup> \_\_\_\_\_  
being the shareholder(s) of<sup>(Note 3)</sup> \_\_\_\_\_ domestic shares/  
H shares<sup>(Note 4)</sup> of Poly Property Services Co., Ltd. (the "Company"), hereby appoint<sup>(Note 5)</sup> **the chairman of the meeting**  
or \_\_\_\_\_  
of \_\_\_\_\_

as my/our proxy to attend on my/our behalf at the 2021 annual general meeting (the "AGM") to be held at the Conference Room, 2nd Floor, East Tower, Poly Plaza, No. 832 Yue Jiang Zhong Road, Hai Zhu District, Guangzhou, Guangdong Province, the PRC on 8 June 2022, at 3:00 p.m. or at any adjourned meeting(s) thereof and vote as indicated below in respect of the resolutions set out in the notice of the AGM. If no such indication is given, my/our proxy will be entitled to vote as he thinks fit.

Unless the context requires otherwise, terms used in this form shall have the same meanings as those defined in the circular of the Company dated 18 May 2022 (the "Circular").

ORDINARY RESOLUTIONS <sup>(Note 6)</sup>		FOR <sup>(Note 7)</sup>	AGAINST <sup>(Note 7)</sup>	ABSTAIN <sup>(Note 7)</sup>
1.	To consider and approve the 2021 Report of the Board of Directors.			
2.	To consider and approve the 2021 Report of the Supervisory Committee.			
3.	To consider and approve the 2021 Audited Consolidated Financial Statements.			
4.	To consider and approve the 2021 Annual Report.			
5.	To consider and approve the profit distribution plan for 2021 (the proposal of an annual dividend of RMB0.305 per Share (tax inclusive)).			
6.	To consider and approve the re-appointment of BDO Limited and BDO China SHU LUN PAN Certified Public Accountants LLP as the overseas auditor and domestic auditor of the Company for 2022, respectively, for a term until the conclusion of the next annual general meeting of the Company, and to approve the Board to authorise the management to determine their remunerations and enter into the relevant agreements.			
SPECIAL RESOLUTION <sup>(Note 6)</sup>		FOR <sup>(Note 7)</sup>	AGAINST <sup>(Note 7)</sup>	ABSTAIN <sup>(Note 7)</sup>
7.	To consider and approve the grant of the General Mandate to the Board to issue Shares. Details of the resolutions are set out in the Circular.			

Date: \_\_\_\_\_ 2022

Signature<sup>(Note 8)</sup>: \_\_\_\_\_

Notes:

1. Please insert full name(s) (in Chinese or English) as shown on the register of members of the Company in **BLOCK CAPITALS**.
2. Please insert registered address(es) as shown on the register of members of the Company in **BLOCK CAPITALS**.
3. Please insert the number of shares registered in your name(s) and to which this proxy form relates. If no number is inserted, the proxy form will be deemed to be related to all shares of the Company registered in your name(s).
4. Please delete as appropriate for the class of share(s).
5. If a proxy other than the chairman of the meeting is preferred, please cross out the words “**the chairman of the meeting** or” and insert the full name(s) and address(es) of the proxy(ies) desired in the space provided. Any shareholder entitled to attend and vote is entitled to appoint one or more persons (whether such person is a shareholder of the Company or not) as his/her proxy(ies) to attend and vote on his/her behalf. In the case of joint shareholders, any shareholder may sign the proxy form(s). The vote of the senior joint shareholder who tenders a vote, whether in person or by proxy, will be accepted to the exclusion of the votes of the other joint shareholder(s) and for this purpose seniority will be determined by the order in which the names stand in the share register of members in respect of the joint shareholding.
6. Ordinary resolution shall be passed by shareholders (including proxies) representing more than half of the votes represented by the shareholders (including proxies) attending at the meeting who have voting rights. Special resolution shall be passed by shareholders (including proxies) representing more than two thirds of the votes represented by the shareholders (including proxies) attending at the meeting who have voting rights.
7. Important: If you wish to vote for a resolution, please tick the appropriate box marked “**FOR**”. If you wish to vote against a resolution, tick the box marked “**AGAINST**”. If you wish to abstain from voting on any resolution, tick the box marked “**ABSTAIN**”. If no indication is given, the proxy will be entitled to vote as he thinks fit. Any alteration of this proxy form must be initiated by the person who sign this proxy form.
8. The appointment of a proxy must be in writing by using this form. This form of proxy must be signed under the hand of the appointer or his/her attorney duly authorised in writing. For a corporate appointer, the form of proxy must be affixed with the common seal or signed by its director or attorney duly authorised in writing. Where a form of proxy is signed on behalf of the appointer by an attorney, the power of attorney authorizing that attorney to sign or other instruments of authorization shall be notarised.
9. For H shareholder(s), this proxy form shall only be valid if it is returned to the Company’s H Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong not less than 24 hours before the time for holding the AGM in person or by mail. For domestic shareholder(s), this proxy form shall only be valid if it is returned to the Company’s principal place of business in the PRC at Rooms 201-208, No. 688 Yue Jiang Zhong Road, Hai Zhu District, Guangzhou, Guangdong Province, the PRC not less than 24 hours before the time for holding the AGM in person or by mail. If no indication is given, the proxy will be entitled to vote or abstain as he thinks fit. Your proxy will also be entitled to vote at his discretion on any resolution properly put to the AGM other than those referred to in the notice of the AGM. Completion and delivery of this proxy form will not preclude you from attending and voting at the AGM if you so wish.
10. An individual shareholder attending the AGM in person shall present his identification card or other document or certification of identification. A proxy attending the AGM on behalf of a shareholder shall present his identification card and the power of attorney signed by the appointer or his representative with the issue date. A corporate shareholder shall attend the AGM by its legal representative or his nominee or the person authorised by the board of directors or other decision-making body. A legal representative attending the AGM shall present his identification card and document which can certify his capacity as a legal representative. The legal representative or the person authorised by the board of directors or other decision-making body attending the AGM shall present his identification card and the power of attorney signed by the legal representative.
11. For the purpose of determining the shareholders’ eligibility to attend and vote at the AGM (and any adjourned meeting thereof), the register of members of the Company will be closed from Thursday, 2 June 2022 to Wednesday, 8 June 2022, both days inclusive, during which period no transfer of the shares will be registered. In order for the H Shareholders to qualify for attending and voting at the AGM, all properly completed share transfer forms together with the relevant H share certificates shall be lodged with the Company’s H Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong for registration not later than 4:30 p.m. on Wednesday, 1 June 2022. Shareholders whose names appear on the register of members of the Company on Wednesday, 8 June 2022 are entitled to attend and vote at the AGM.
12. For the purpose of determining the identity of the Shareholders entitled to the annual dividend in respect of the year ended 31 December 2021, the H Share register of members of the Company will be closed from Wednesday, 6 July 2022 to Thursday, 7 July 2022, both days inclusive, during which period no transfer of H Shares will be registered. For entitlement to the above annual dividend, all share certificates together with the share transfer forms shall be lodged with the Company’s H Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong not later than 4:30 p.m. on Tuesday, 5 July 2022. Shareholders whose names appear on the register of members of the Company on Thursday, 7 July 2022 are entitled to receive the above proposed annual dividend.
13. The AGM is expected to take no more than half a day. Shareholders of the Company who attend the AGM (in person or by proxy) shall bear their own travelling and accommodation expenses. Shareholders of the Company may contact the Company via telephone at +86 20 8989 9959 and email at stock@polywuye.com for any enquiries in respect of the AGM.
14. All resolutions at the AGM will be taken by poll pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”). The results of the poll will be published on the designated website of The Stock Exchange of Hong Kong Limited (www.hkexnews.hk) and website of the Company (www.polywuye.com) in accordance with the Listing Rules.