



# MONGOLIA ENERGY CORPORATION LIMITED

## 蒙古能源有限公司\*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號 : 276)

10 November 2022

Dear Non-registered Holder <sup>(Note 1)</sup>,

### Notification of publication of 2022 Annual Report and Circular (“Current Corporate Communications”)

We hereby notify you that the Current Corporate Communications are now available on our Company’s website at [www.mongolia-energy.com](http://www.mongolia-energy.com).

You may access to the Current Corporate Communications through our Company’s website.

If you wish to receive a printed copy of the Current Corporate Communications, you can complete the enclosed Request Form and return it to our Company’s Hong Kong branch share registrar, Tricor Standard Limited, by post using the mailing label provided (for pre-paid postage in Hong Kong) at the bottom of the Request Form. The printed copy of the Current Corporate Communications will be sent to you free of charge upon receipt of your request.

Please note that by completing and returning the Request Form to request for the printed copy of the Current Corporate Communications, you will expressly indicate that you prefer to receive all future Corporate Communications <sup>(Note 2)</sup> of the Company in printed form, until you notify the Company’s Hong Kong branch share registrar to the contrary or cease to hold any shares of the Company.

Should you have any queries relating to this notification, please call the customer service hotline of Tricor Standard Limited 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  
By Order of the Board  
**Mongolia Energy Corporation Limited**  
**Tang Chi Kei**  
Company Secretary

#### Notes:

- (1) This letter is addressed to non-registered holders of the Company. 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>(2)</sup>. If you have sold or transferred all your shares in the Company, please disregard this letter and the Request Form on the reverse side.
- (2) “Corporate communications” mean any document issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors’ report, annual accounts together with a copy of the auditor’s report, and where applicable, the summary financial report; (b) the interim report and, where applicable, the summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a form of proxy.

致各位非登記持有人 (附註一)：

### 二零二二年年報及通函(「本次公司通訊」)之發佈通知

本公司謹此通知 閣下，本次公司通訊現已上載於本公司網站[www.mongolia-energy.com](http://www.mongolia-energy.com)。

閣下可透過本公司網站參閱本次公司通訊。

倘 閣下擬收取本次公司通訊的印刷本，請填妥隨附之申請表格及使用申請表格底部之郵寄標籤(已預付在香港投寄之郵費)寄回本公司之香港股份過戶登記分處—卓佳標準有限公司。本次公司通訊的印刷本將免費發送予 閣下。

請注意，當 閣下填寫及寄回申請表格以索取本次公司通訊的印刷本後，即表示 閣下確認擬收取本公司日後刊發的所有公司通訊(附註二)的印刷本，直至 閣下通知本公司之香港股份過戶登記分處另外之安排或停止持有本公司之任何股份。

倘 閣下對本通知有任何查詢，請於辦公時間內(星期一至星期五，上午九時至下午五時，香港公眾假期除外)致電卓佳標準有限公司客戶服務熱綫(852) 2980 1333。

承董事會命  
蒙古能源有限公司  
公司秘書  
鄧志基  
謹啟

二零二二年十一月十日

#### 附註：

- (一) 本函件乃向本公司之非登記持有人發出。「非登記持有人」指將本公司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，表示希望收到公司通訊(一)。倘若閣下已出售或轉讓所持有的所有本公司股份，則無需理會本函及背面的申請表格。
- (二) 「公司通訊」乃指本公司發出或將予發出以供其任何證券持有人參照或採取行動的任何文件，其中包括但不限於：(a) 董事會報告、年度帳目連同核數師報告副本及財務摘要報告(如適用)；(b) 中期報告及中期摘要報告(如適用)；(c) 會議通告；(d) 上市文件；(e) 通函；及(f) 代表委任表格。

\* 僅供識別

## REQUEST FORM 申請表格

To: **Mongolia Energy Corporation Limited (the “Company”)**  
(Stock Code: 276)  
c/o Tricor Standard Limited  
17/F, Far East Finance Centre,  
16 Harcourt Road, Admiralty, Hong Kong

致: **蒙古能源有限公司\* (「本公司」)**  
(股份代號: 276)  
經卓佳標準有限公司  
香港金鐘夏慤道16號  
遠東金融中心17樓

**I/We would like to receive the 2022 Annual Report and Circular (the “Current Corporate Communications”) and all future Corporate Communications of your Company in printed copy.**

本人/吾等要求索取二零二二年年報及通函(「本次公司通訊」)及 貴公司日後刊發的所有公司通訊的印刷本。

Signature:  
簽署:

Date:  
日期:

Name:  
姓名:

(English 英文)

(Chinese 中文)

(in block letters 以正楷填寫)

Contact number:  
聯絡電話:

### Notes 附註:

- Corporate Communications refer to any documents issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to annual report, interim report, notice of meeting, listing document, circular and proxy form.  
公司通訊指由本公司發出或將予發出以供本公司證券持有人參照或採取行動的任何文件,其中包括但不限於年報、中期報告、會議通告、上市文件、通函及代表委任表格。
- By completing and returning this Request Form to request for the printed copy of the Current Corporate Communications, you have expressly indicated that you prefer to receive all future Corporate Communications of the Company in printed copy.  
當閣下填寫及寄回申請表格以索取本次公司通訊的印刷本後,即表示閣下確認擬收取本公司日後刊發的所有公司通訊的印刷本。

### PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- “Personal Data” in this statement has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (“PDPO”).  
本聲明中所指之「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」之涵義。
- Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions.  
閣下是自願向本公司提供個人資料。若閣下未能提供足夠資料,本公司可能無法處理閣下之指示。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Company’s Hong Kong branch share registrar maintaining the register of members of the Company, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for verification and record purposes.  
本公司可就任何所說明之用途,將閣下之個人資料披露或轉移給本公司之附屬公司、存置本公司股東名冊之本公司之香港股份過戶登記分處,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記錄用途。
- 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 by post to the Company’s Hong Kong branch share registrar, Tricor Standard Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Admiralty, Hong Kong.  
閣下有權根據《私隱條例》之條文查閱及/或修改閣下個人資料。任何該等查閱及/或修改閣下之個人資料之要求均須以書面方式郵寄至本公司之香港股份過戶登記分處,卓佳標準有限公司,地址為香港金鐘夏慤道16號遠東金融中心17樓。

This form is written in English and Chinese. In case of any inconsistency, the English version shall prevail.

本表格以中文及英文發出。中、英文版本內容如有任何不相符,概以英文版本為準。

\* 僅供識別

(Please cut along the dotted line 請沿虛線剪下)



Please cut the mailing label and stick it on an envelope  
when returning the Request Form to us.

**No postage stamp is required if posted in Hong Kong.**

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。

Mailing Label 郵寄標籤

**Tricor Standard Limited**  
卓佳標準有限公司  
Freepost No. 簡便回郵號碼: 10 GPO  
Hong Kong 香港