



# TSIT WING INTERNATIONAL HOLDINGS LIMITED

## 捷榮國際控股有限公司\*

(Incorporated under the laws of Bermuda with limited liability)

(根據百慕達法例註冊成立的有限公司)

(Stock Code: 2119)

(股份代號：2119)

### NOTIFICATION LETTER 通知信函

24 March 2023

Dear Registered Shareholder(s),

**Tsit Wing International Holdings Limited (“TSIT WING INTL”)**

— Notice of publication of Annual Report 2022, Circular in relation to General Mandates to Issue and Repurchase Shares, Re-election of Directors, Re-appointment of Auditor, Final Dividend, Proposed Adoption of the New Bye-Laws, Notice of Annual General Meeting (“Current Corporate Communication”) and Environmental, Social and Governance Report

The Current Corporate Communication of TSIT WING INTL, in both English and Chinese, is available on the website of TSIT WING INTL at [www.twcoffee.com](http://www.twcoffee.com) and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication by clicking on the “Investor Relations” section of TSIT WING INTL’s website or by searching under “Listed Company Information” on the Stock Exchange’s website.

Shareholders who have chosen (or are deemed to have consented) to access the Corporate Communications<sup>1</sup> published on the website of TSIT WING INTL in place of receiving printed copies may request for printed copies of the Corporate Communications to be sent to them. Shareholders who for any reason have difficulty in accessing the Current Corporate Communication posted on the website of the Company will, upon request in writing to TSIT WING INTL c/o Tricor Investor Services Limited, the share registrar of the Company in Hong Kong (the “Share Registrar”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [2119-ecom@hk.tricorglobal.com](mailto:2119-ecom@hk.tricorglobal.com), be sent the Current Corporate Communication in printed form free of charge.

If you wish to receive a printed version of the Current Corporate Communication, please complete Part A of the Change Request Form on the reverse side, sign and return it to TSIT WING INTL c/o TSIT WING INTL’s Share Registrar, by post using the mailing label at the bottom of the Request Form. The Change Request Form may also be downloaded from the website of the Company at [www.twcoffee.com](http://www.twcoffee.com) or the website of the Stock Exchange at [www.hkexnews.com.hk](http://www.hkexnews.com.hk).

You are entitled to change the choice of means of receipt of the Company’s future Corporate Communications at any time by completing Part B of the Change Request Form on the reverse side of this letter and returning it to TSIT WING INTL c/o the Share Registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [2119-ecom@hk.tricorglobal.com](mailto:2119-ecom@hk.tricorglobal.com).

The Company’s 2022 Environmental, Social and Governance Report is published in electronic form only under the “Investor Relations” section of the website of the Company [www.twcoffee.com](http://www.twcoffee.com) and the website of the Stock Exchange [www.hkexnews.hk](http://www.hkexnews.hk). If you wish to receive a printed copy of our 2022 Environmental, Social and Governance Report, you may submit your request to the Share Registrar by post at the above address.

Should you have any queries relating to this notification, please do not hesitate to call the enquiry hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m. (Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,  
For and on behalf of  
**Tsit Wing International Holdings Limited**  
**Ms. Fan Yee Man**  
Executive Director and Company Secretary

Notes: (1) “Corporate Communications” refer to any documents issued or to be issued by TSIT WING INTL for information or action of holders of any of its securities, including but not limited to, directors’ reports and annual accounts together with copies of the auditors’ reports, interim reports, notices of meeting, listing documents, circulars and proxy forms.

各登記股東：

捷榮國際控股有限公司\*（「捷榮國際控股」）

— 2022年年報、有關發行及購回股份之一般性授權、重選董事、重新委任核數師、末期股息、建議採納新細則之通函、股東週年大會通告（「本次公司通訊」）及環境、社會及管治報告之發佈通知

捷榮國際控股之本次公司通訊，均備有英文及中文版本，已登載於捷榮國際控股網站 [www.twcoffee.com](http://www.twcoffee.com) 及香港聯合交易所有限公司（「聯交所」）網站 [www.hkexnews.hk](http://www.hkexnews.hk)。閣下可於捷榮國際控股網站內的「投資者關係」項目內或搜尋聯交所網頁的「上市公司公告」頁面瀏覽本次公司通訊。

凡已選擇（或被視為已同意）瀏覽在捷榮國際控股網站登載之公司通訊<sup>1</sup>以代替收取印刷本之股東，均可要求索取公司通訊之印刷本。股東如因任何理由瀏覽於本公司網站登載之本次公司通訊時遇有困難，可透過捷榮國際控股之香港證券登記處卓佳證券登記有限公司（「證券登記處」），地址為香港夏愨道16號遠東金融中心17樓向本公司提出書面要求或電郵至 [2119-ecom@hk.tricorglobal.com](mailto:2119-ecom@hk.tricorglobal.com)，可獲免費發送本次公司通訊之印刷本。

如閣下欲收取本次公司通訊之印刷本，請填妥並簽署本函背面之變更申請表格之甲部及使用申請表格底部隨附之郵寄標籤寄回捷榮國際控股之證券登記處轉交捷榮國際控股。變更申請表格亦可於公司網站 [www.twcoffee.com](http://www.twcoffee.com) 或聯交所網站 [www.hkexnews.hk](http://www.hkexnews.hk) 內下載。

閣下有權隨時更改日後公司通訊之收取方式之選擇，請填寫本函背面之變更申請表格之乙部，然後寄回證券登記處轉交捷榮國際控股，地址為香港夏愨道16號遠東金融中心17樓或電郵至 [2119-ecom@hk.tricorglobal.com](mailto:2119-ecom@hk.tricorglobal.com)，以通知本公司。

本公司《2022環境、社會及管治報告》僅以電子形式載於本公司集團網站 [www.twcoffee.com](http://www.twcoffee.com)「投資者關係」一欄及聯交所網站 [www.hkexnews.hk](http://www.hkexnews.hk)。若閣下欲索取本公司《2022度環境、社會及管治報告》的印刷本，閣下可向股份過戶登記處（郵寄至上述地址）提出有關要求。

閣下如就本通知有任何疑問，請於上午九時至下午五時（星期一至星期五，香港公眾假期除外），致電查詢熱線(852) 2980 1333。

代表  
捷榮國際控股有限公司  
執行董事兼公司秘書  
樊綺敏小姐  
謹啟

2023年3月24日

附註：(1) 「公司通訊」指捷榮國際控股發出或將會發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於董事會報告及年度賬目（連同核數師報告）、中期報告、會議通告、上市文件、通函及代表委任表格。

\* For identification purposes only 僅供識別

Name and Address of Registered Shareholder(s)  
登記股東姓名及地址

## CHANGE REQUEST FORM 變更申請表格

To: Tsit Wing International Holdings Limited  
c/o Tricor Investor Services Limited  
17th Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong

致: Tsit Wing International Holdings Limited  
捷榮國際控股有限公司\*  
經卓佳證券登記有限公司轉交  
香港夏愨道16號遠東金融中心17樓

Part A I/We have received the Current Corporate Communication or have elected (or am/are deemed to have elected) to receive the Current Corporate Communication in electronic form on the Company's website. I/We would like to request the printed version(s) of the Current Corporate Communication in the manner as indicated below:

甲部 本人/我們已收取本次公司通訊之印刷本或已選擇(或被視為已選擇)收取於本公司網站登載的本次公司通訊電子版本。本人/我們現欲索取下列所示之本次公司通訊印刷本:

(Please mark a "✓" in the following boxes 請僅在下列空格內劃上「✓」號)

in printed form in Bilingual in English and Chinese.  
收取英、中文雙語印刷本。

Part B I/We would like to change the choice of receipt of all future Corporate Communications of the Company in the manner as indicated below:

乙部 本人/我們現欲更改選擇有關本公司日後刊發的所有公司通訊之收取途徑如下:

(Please mark a "✓" in ONLY ONE of the following boxes 請僅在下列其中一個空格內劃上「✓」號)

by electronic means through the Company's group website (<http://www.twcoffice.com>) instead of in printed form, with a mail notification of the publication of Corporate Communications; or  
透過本公司網站(<http://www.twcoffice.com>)以電子方式收取公司通訊代替印刷本,並於有關公司通訊登載時向本人/我們發出郵遞通知;或

in printed form in Bilingual in English and Chinese  
收取英、中文雙語印刷本。

Signature 簽署: \_\_\_\_\_

Date 日期: \_\_\_\_\_

Name 姓名: \_\_\_\_\_ (English 英文) \_\_\_\_\_ (Chinese 中文)  
(in block letters 以正楷填寫)

Contact Phone Number 聯絡電話: \_\_\_\_\_

### Notes 附註:

- "Corporate Communications" is as defined in the letter for election of means of receipt of corporate communications enclosed herewith. 「公司通訊」的定義載於隨附之選擇公司通訊收取形式的函件內。
- Any form with no box ticked, with no signature or otherwise incorrectly completed will be void. 如在本表格未有作出選擇、未有簽署、或在其他方面填寫不正確,則本表格將會作廢。
- Printed notification of publication of Corporate Communication(s) will be sent to you by post at your address as appearing on the register of members maintained by our share registrar or at any other address you have provided to us for such purpose. 我們將透過郵遞方式,按閣下於我們在證券登記處存置的股東名冊上所示地址或任何由閣下向我們提供作該用途的地址,向閣下寄發公司通訊登載通知的印刷本。

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

- "Personal Data" in these statements has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").  
本聲明中所指的「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」的涵義。
- Your supply of Personal Data to TSIT WING INTL is on a voluntary basis. Any failure to provide sufficient information may lead to TSIT WING INTL being unable to process your instructions and/or requests as stated in this form.  
閣下是自願向捷榮國際控股提供個人資料。若閣下未能提供足夠資料,捷榮國際控股可能無法處理閣下在本表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by TSIT WING INTL to its subsidiaries, its share registrar in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.  
捷榮國際控股可就任何所說明的用途,將閣下的個人資料披露或轉移給捷榮國際控股的附屬公司、香港證券登記處、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紀錄用途。
- 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 to the Privacy Compliance Officer of Tricor Investor Services Limited at 17th Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong.  
閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式向卓佳證券登記有限公司的私隱條例事務主任提出,地址為香港夏愨道16號遠東金融中心17樓。

\* For identification purposes only 僅供識別

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

Please cut the mailing label and stick this on an envelope to return the Change Request Form to us.  
No postage stamp is required for local mailing

當閣下寄回此表格時,請將此郵寄標籤剪貼於信封上。  
如在本港投寄,閣下無須支付郵費或貼上郵票

### Mailing Label 郵寄標籤

Tricor Investor Services Limited  
卓佳證券登記有限公司  
Freepost No. 簡便回郵號碼: 10 GPO  
Hong Kong 香港  
TSIT WING INTL (2119)  
捷榮國際控股(2119)