

# SHUN HO HOLDINGS LIMITED

## 順豪控股有限公司

(Incorporated in Hong Kong with limited liability)

(在香港註冊成立的有限公司)

(Stock Code: 253)

(股份代號: 253)

### NOTIFICATION LETTER 通知信函

26 April 2023

Dear Registered Shareholder,

#### Shun Ho Holdings Limited (the "Company")

– Notification of publication of 2022 Annual Report, Circular in relation to general mandate to buy back shares, re-election of directors and notice of annual general meeting, Proxy Form and 2022 ESG Report ("Current Corporate Communication")

The Company's Current Corporate Communication (in both English and Chinese) are available on the Company's website at <http://www.shunho.com.hk> (the "Company's website") and the website of The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk) (the "HKEx's website"), or the printed form(s) of Current Corporate Communication is/are enclosed according to our agreed arrangement (if applicable).

The 2023 annual general meeting of the Company will be held at Lily Room, 3rd Floor, Best Western Plus Hotel Hong Kong, 308 Des Voeux Road West, Hong Kong on Tuesday, 30 May 2023 at 10:40 a.m..

You may at any time choose to receive Corporate Communication<sup>(Note)</sup> free of charge either in printed form (in both English and Chinese version) or via the Company's website ("Online Version").

If you want to receive a printed copy of the Current Corporate Communication, please complete Part A of the Change Request Form on the reverse side of this letter and sign and return it by using the enclosed mailing label (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp) to the Company's share registrar, Tricor Tengis Limited (the "Share Registrar"), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. The Change Request Form may also be downloaded from the Company's website or the HKEx's website. Even if you have chosen (or are deemed to have consented) to receive all the Corporate Communication in Online Version but for any reason you cannot access the Online Version of the Current Corporate Communication or would like to receive a printed copy of the Current Corporate Communication, the Company will promptly upon your request send the Current Corporate Communication to you in printed form free of charge.

If you would like to change the means of receipt of all future Corporate Communication, please complete Part B of the Change Request Form and sign and return it to the Share Registrar at the abovementioned address by using the enclosed mailing label (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp).

Should you have any queries relating to the content of this letter, please call the telephone hotline of the Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m. from Monday to Friday, excluding public holidays) or send an email to [shunholdings-ecom@hk.tricorglobal.com](mailto:shunholdings-ecom@hk.tricorglobal.com).

By order of the Board  
Shun Ho Holdings Limited  
William CHENG Kai Man  
Chairman

Notes: Corporate Communication include but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

各位已登記股東：

#### 順豪控股有限公司 (「本公司」)

— 於本公司網站刊發二零二二年年報、內容有關回購股份之一般性授權、重選董事及股東週年大會通告之通函、委任表格及二零二二年環境、社會及管治報告 (「本次公司通訊」) 之發佈通知

本公司的本次公司通訊 (英文及中文) 已上載於本公司網站 <http://www.shunho.com.hk> (「本公司網站」) 及香港聯合交易所有限公司之網站 [www.hkexnews.hk](http://www.hkexnews.hk) (「聯交所網站」), 或本公司已按閣下同意的安排附上本次公司通訊之印刷本 (如適用)。

本公司之二零二三年股東週年大會將於二零二三年五月三十日 (星期二) 上午十時四十分假座香港德輔道西三百零八號華大盛品酒店三樓百合廳舉行。

閣下可隨時選擇收取公司通訊 (附註) 的印刷本 (英文及中文) 或通過本公司網站收取公司通訊 (「網上版本」), 費用全免。

如閣下欲收取本次公司通訊之印刷本, 請填妥本函背面的更改指示回條的甲部, 並於簽署後使用隨附之郵寄標籤 (如在香港投寄, 毋須貼上郵票; 否則, 請貼上適當的郵票) 寄回本公司之股份過戶登記處, 卓佳登捷時有限公司 (「股份過戶登記處」), 地址為香港夏慤道16號遠東金融中心17樓。更改指示回條亦可於本公司網站或聯交所網站內下載。儘管閣下已選擇 (或被視為已同意) 收取所有公司通訊之網上版本, 但如果因任何理由, 閣下未能閱覽本次公司通訊之網上版本或欲收取本次公司通訊之印刷本, 我們將應閣下之要求盡快向閣下發送本次公司通訊的印刷版本, 費用全免。

如閣下欲更改日後收取所有公司通訊的語言版本及/或收取方式, 請填妥更改指示回條的乙部, 並於簽署後使用隨附之郵寄標籤 (如在香港投寄, 毋須貼上郵票; 否則, 請貼上適當的郵票) 寄回股份過戶登記處, 地址如上。

如對本函內容有任何疑問, 請致電股份過戶登記處熱線電話 (852) 2980 1333, 辦公時間為星期一至五 (公眾假期除外) 上午9時正至下午5時正或發送電郵至 [shunholdings-ecom@hk.tricorglobal.com](mailto:shunholdings-ecom@hk.tricorglobal.com)。

承董事會命  
順豪控股有限公司  
主席  
鄭啓文

二零二三年四月二十六日

附註: 公司通訊文件包括但不限於: (a) 董事會報告、年度財務報表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) 上市文件; (e) 通函; 及 (f) 代表委任表格。

## Change Request Form 更改申請表格

To: **Shun Ho Holdings Limited (the "Company")**  
(Stock Code: 253)  
c/o Tricor Tengis Limited  
17/F, Far East Finance Centre,  
16 Harcourt Road, Hong Kong

致: 順豪控股有限公司 (「本公司」)  
(股份代號: 253)  
經卓佳登捷時有限公司  
香港夏愨道16號  
遠東金融中心17樓

I/We have already received a **Printed Version** of the Current Corporate Communication (in both Chinese and English) or have chosen (or are deemed to have consented) to read the Current Corporate Communication posted on the Company's website:  
本人/我們已收取本次公司通訊文件之印刷本 (英文及中文) 或已選擇 (或被視為已同意) 瀏覽本公司網站所登載之本次公司通訊文件:

Part A – I/We would like to receive a **Printed Version** of the Current Corporate Communication of the Company as indicated below:

甲部 本人/我們現在希望以下列方式收取 貴公司本次公司通訊文件之印刷本:

(Please mark a "✓" 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「✓」號。)

I/We would like to receive a **Printed Version** of the Current Corporate Communication.  
本人/我們現在希望收取本次公司通訊之印刷本。

Part B – I/We would like to change the means of receipt of the future Corporate Communication of the Company as indicated below:

乙部 本人/我們現在希望更改以下列方式收取 貴公司日後公司通訊文件及收取途徑:

(Please mark a "✓" 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「✓」號。)

to read the **Online Version** of all future Corporate Communication in place of **Printed Version**, and receive an email notification of the publication of the Online Version to my/our email address: \_\_\_\_\_; OR  
瀏覽所有日後公司通訊之網上版本以代替印刷本, 並收取已刊發網上版本之電郵通知, 電郵通知請發至本人/吾等之電郵地址: \_\_\_\_\_; 或

to receive **Printed Version** (in both English and Chinese) of all future Corporate Communication.  
收取所有日後公司通訊之中、英文版印刷本。

**Full Name(s) of Shareholder(s)<sup>#</sup>**  
股東姓名<sup>#</sup>

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

**Signature(s)**  
簽名

**Address<sup>#</sup>**  
地址<sup>#</sup>

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

**Contact telephone number**  
聯絡電話號碼

**Date**  
日期

<sup>#</sup> You are required to fill in the details if you download this form from the website. 假如閣下從網站下載本表格, 請必須填上有關資料。

### Notes 附註:

- Please complete all your details clearly.  
請閣下清楚填寫所有資料。
- Please provide your email address if you wish to receive notification letter via email. If no email address is provided, a printed copy of notification letter will be sent to you by post when corporate communication is/are posted on the Company's website.  
如果閣下希望通過電郵收取通知信函, 請提供閣下的電郵地址。如果閣下沒有提供電郵地址, 本公司將向閣下寄發有關已在本公司網站刊載的公司通訊文件之通知信函印刷本。
- If Part A or Part B has more than one box marked (✓), no box marked (✓), no signature or any other errors during completion, this Change Request Form will be void.  
如在甲部或乙部作出超過一項選擇, 或未有作出選擇, 或未有簽署, 或在其他方面填寫不正確, 則本更改申請表格將會作廢。
- If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign this Change Request Form in order to be valid.  
如屬聯名股東, 則本更改申請表格須由該名其姓名首先列於本公司股東名冊上的聯名股東簽署方為有效。
- For the avoidance of doubt, we do not accept any additional instructions on this Change Request Form.  
為免存疑, 本公司將不會處理任何在本更改申請表格上的額外指示。

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

"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, contact telephone number, email address and mailing address. Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communication in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes. 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 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to is-enquiries@hk.tricorglobal.com.  
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、聯絡電話號碼、電郵地址及郵寄地址。閣下是自願提供個人資料, 以便按閣下選擇之方式收取公司通訊。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。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夏愨道16號遠東金融中心17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 along the dotted line 請沿虛線剪下)



### Mailing Label 郵寄標籤

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**

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

Tricor Tengis Limited  
卓佳登捷時有限公司  
Freepost No.簡便回郵號碼: 10 GPO  
Hong Kong 香港  
Shun Ho Holdings Limited (253)