



# MONGOLIA ENERGY CORPORATION LIMITED

*(Incorporated in Bermuda with limited liability)*

**(Stock Code: 276)**

21 July 2023

Dear Shareholders,

## **Notification of publication of Corporate Communications on the Company's website**

We are pleased to inform you that the following Corporate Communications <sup>Note</sup> (in both English and Chinese) of Mongolia Energy Corporation Limited (the “**Company**”) are now available on our website at [www.mongolia-energy.com](http://www.mongolia-energy.com):

1. 2023 Annual Report (for the financial year ended 31 March 2023);
2. Circular dated 21 July 2023 in relation to the Proposals for Re-election of Retiring Directors, General Mandate to Issue New Shares, and Notice of Annual General Meeting; and
3. Proxy form.

If you have difficulty in receiving or gaining access to the Corporate Communications posted on the Company's website for any reasons, please inform our Hong Kong branch share registrar, Tricor Standard Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, in writing. The Company upon request will send the Corporate Communications to you in printed form free of charge.

If you wish to change your choice of language(s) and/or means of receipt of future Corporate Communications, please kindly complete Part B of the enclosed Request for Change Form and return it to our branch share registrar in Hong Kong, Tricor Standard Limited.

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*

*Note:* Corporate Communications include any documents issued or to be issued by the Company for your information or action, including but not limited to annual report, interim report, notice of meeting, listing document, circular, and proxy form.

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

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## REQUEST FOR CHANGE FORM

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

**Part A – For Shareholders of the Company who have previously selected to receive the Corporate Communications<sup>(Note 1)</sup> either in English or Chinese only and now request to receive another printed language version of such Corporate Communications;**

**OR**

**For Shareholders of the Company who have previously selected to access the Corporate Communications via the Company’s website at [www.mongolia-energy.com](http://www.mongolia-energy.com) (the “Company’s Website”) and now request to receive printed copy of such Corporate Communications.**

*(Please tick **ONLY ONE** box)*

- To request for the **printed English version<sup>(Note 3)</sup>** of the Corporate Communications.
- To request for the **printed Chinese version<sup>(Note 3)</sup>** of the Corporate Communications.
- To request for both **printed English and Chinese versions<sup>(Note 3)</sup>** of the Corporate Communications.

**Part B – For Shareholders of the Company who elect to change his/her/their means of receipt and/or choice of language(s) of all future Corporate Communications<sup>(Note 5)</sup>**

*(Please tick **ONLY ONE** box)<sup>(Note 6)</sup>*

- (i) To access the Corporate Communications via the **Company’s Website** and to receive the **notification of publication of Corporate Communications** (the “Notification”) **through my/our email address<sup>(Note 2)</sup>**.
- (ii) To access the Corporate Communications via the **Company’s Website** and to receive the **Notification in printed form**.
- (iii) To receive the **printed English version<sup>(Note 3)</sup>** of the Corporate Communications.
- (iv) To receive the **printed Chinese version<sup>(Note 3)</sup>** of the Corporate Communications.
- (v) To receive **both the printed English and Chinese versions<sup>(Note 3)</sup>** of the Corporate Communications.

Signature<sup>(Note 4)</sup>: \_\_\_\_\_ Date: \_\_\_\_\_

Shareholder’s full name: \_\_\_\_\_ (English) \_\_\_\_\_ (Chinese)  
*(in block letters)*

Registered address: \_\_\_\_\_  
*(in block letters)*

Email address<sup>(Note 2)</sup>: \_\_\_\_\_

Contact number: \_\_\_\_\_

**Notes:**

1. Corporate Communications include any documents issued or to be issued by the Company for information or action of shareholders of the Company, including but not limited to annual report, interim report, notice of meeting, listing document, circular, and proxy form.
2. If no email address is provided, a printed copy of the Notification will be sent to you by post after the same is posted on the Company’s Website.
3. The Company will send the selected language versions of the Corporate Communications to you unless and until you otherwise notify the Company as to the change of the means of receipt and/or choice of languages.
4. 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 holdings should sign this Request for Change Form in order for it to be valid.
5. You are entitled at any time to change the means of receipt (either in printed form or via the Company’s Website) and/or choice of languages (either English or Chinese only or both languages) of the Corporate Communications by reasonable notice in writing to our branch share registrar in Hong Kong, Tricor Standard Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.
6. If no or more than one box under Part B is ticked, the Company reserves its right to treat this form as void.

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### PERSONAL INFORMATION COLLECTION STATEMENT

- (i) “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”).
- (ii) 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.
- (iii) 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.
- (iv) 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, Hong Kong.

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

(Please cut along the dotted line)



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.**

**Mailing Label**

**Tricor Standard Limited**  
**Freepost No.: 10 GPO**  
**Hong Kong**