



# HERALD HOLDINGS LIMITED

## 興利集團有限公司\*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code: 00114)

(股份代號：00114)

### NOTIFICATION LETTER 通知信函

18 August 2023

Dear Registered Shareholders,

**Herald Holdings Limited (the “Company”)**

– **Notification of publication of (i) Circular, (ii) Notice of Annual General Meeting and (iii) Proxy Form (the “Current Corporate Communication(s)”)**

We hereby notify you that the Current Corporate Communication(s) of the Company, in both English and Chinese versions are now available on the Company’s website at [www.heraldgroup.com.hk](http://www.heraldgroup.com.hk) (by clicking “Investor” on the homepage of the Company’s website) 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(s) on the Company’s website or browsing through the Stock Exchange’s website.

You may at any time choose to receive Corporate Communications<sup>(Note)</sup> free of charge either in printed form or via the Company’s website (“**Website Version**”).

Even if you have chosen (or are deemed to have agreed) to receive all the Corporate Communications in Website Version but for any reason you have difficulty in receiving or gaining access to the Website Version of the Current Corporate Communication(s) or would like to receive a printed copy of the Current Corporate Communication(s), please complete Part A of the Change Request Form (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 c/o the Company’s branch share registrar in Hong Kong, Tricor Tengis Limited (the “**Branch Share Registrar**”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. The Change Request Form may also be downloaded from the respective websites of the Company and the Stock Exchange. The Company will promptly upon your request send the Current Corporate Communication(s) to you in printed form free of charge.

If you would like to change the choice of means of receipt of all future Corporate Communications, please complete Part B of the Change Request Form and sign and return it to the Company c/o the Branch 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 this letter, please contact the Branch Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays) or send an email to [114-ecom@hk.tricorglobal.com](mailto:114-ecom@hk.tricorglobal.com).

Yours faithfully,  
By order of the Board  
**HERALD HOLDINGS LIMITED**  
**LAI Man Pun**  
Company Secretary

Note: “Corporate Communications” refer to any documents issued or to be issued by the Company for the information or action of holders of any of the Company’s securities, including but not limited to: (a) the directors’ report and its annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.

\* For identification purposes only

致登記股東：

興利集團有限公司(「本公司」)

— 登載(i) 通函、(ii) 股東週年大會通告及(iii) 代表委任表格(「本次公司通訊」)之通知

本公司現謹通知 閣下，本公司的本次公司通訊的英文及中文版本上載於本公司網站([www.heraldgroup.com.hk](http://www.heraldgroup.com.hk)) (請在本公司網站主頁下按「投資者關係」) 及香港聯合交易所有限公司(「聯交所」)的網站([www.hkexnews.hk](http://www.hkexnews.hk))。閣下可在本公司網站或在聯交所網站瀏覽本次公司通訊。

閣下可隨時選擇收取公司通訊<sup>(附註)</sup>的印刷本，費用全免，或透過本公司網站收取公司通訊(「網上版本」)。

儘管 閣下已選擇(或被視為已同意)收取所有公司通訊的網上版本，惟因任何原因以致 閣下收取或接收本次公司通訊的網上版本出現困難或欲收取本次公司通訊的印刷本，請填妥本函背面的更改指示表格(「更改指示表格」)的甲部，並於簽署後使用隨附的郵寄標籤(如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票)經本公司於香港之股份過戶登記分處，卓佳登捷時有限公司(「股份過戶登記分處」)(地址為香港夏慤道16號遠東金融中心17樓)交回本公司。更改指示表格亦可於本公司網站或聯交所網站內下載。本公司將應 閣下的要求盡快向 閣下發送本次公司通訊的印刷本，費用全免。

閣下如欲更改日後所有公司通訊的收取方式，請填妥更改指示表格的乙部，並於簽署後使用隨附的郵寄標籤(如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票)經股份過戶登記分處交回本公司，地址如上。

閣下如有任何與本函有關的疑問，請在辦公時間內致電股份過戶登記分處(852) 2980 1333，辦公時間為星期一至星期五(香港公眾假期除外)上午9時正至下午6時正，或發送電郵至[114-ecom@hk.tricorglobal.com](mailto:114-ecom@hk.tricorglobal.com)。

承董事局命  
興利集團有限公司  
公司秘書  
黎文斌  
謹啟

二零二三年八月十八日

附註：「公司通訊」指由本公司發出或將予發出以供本公司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：(a) 董事會報告、年度賬目連同核數師報告及財務摘要報告(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。

\* 僅供識別之用

## Change Request Form 更改指示表格

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

致: **興利集團有限公司 (「本公司」)**  
由卓佳登捷時有限公司轉交  
香港夏愨道16號  
遠東金融中心17樓

**Part A – To receive a printed copy of the Current Corporate Communication(s):**  
甲部 – 收取本次公司通訊的印刷本:

(Please mark a "✓" in the following box)  
(請在下列方格內劃上「✓」號)

I/We have chosen (or am/are deemed to have agreed) to read the Current Corporate Communication(s) by electronic means through the Company's website (the "Website Version"), but I/we would now like to receive a printed copy of the Current Corporate Communication(s).  
本人/我們已選擇 (或被視為已同意) 透過本公司網站以電子方式瀏覽本次公司通訊(「網上版本」), 但現在希望收取本次公司通訊的印刷本。

**Part B – To change the choice of means of receipt of all future Corporate Communications#:**  
乙部 – 更改日後所有公司通訊#的收取方式:

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

to read the Website Version of all future Corporate Communications instead of receiving printed copies and to receive a notification letter of the publication of the Corporate Communications on the Company's website; **OR**  
瀏覽日後所有公司通訊的網上版本, 以代替收取印刷本, 並收取本公司就其於網站登載公司通訊的通知函; 或  
 to receive the **printed copies** of all future Corporate Communications in both English and Chinese.  
收取日後所有公司通訊的英文及中文印刷本。

Shareholder's full name:  
股東全名:

Signature:  
簽名:

(in block letters 以正楷填寫)

Address:  
地址:

Contact Phone Number:  
聯絡電話號碼:

Date:  
日期:

### Notes 附註:

- Please complete all your details clearly. Any Change Request Form that has not been completed clearly or otherwise incorrectly completed will be void at the discretion of the Company.  
請 閣下清楚填寫所有資料。本公司將有酌情權決定任何未有清楚填寫或填寫不正確之更改指示表格無效。
  - 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, 則本更改指示表格將會作廢。
  - The instruction under Part B above will apply to all future Corporate Communications to be sent to you until you inform us otherwise.  
上述乙部的指示將適用於向 閣下發出的日後所有公司通訊, 直至 閣下另行通知為止。
  - 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 on this Change Request Form in order to be valid.  
如屬聯名股東, 則本更改指示表格須由該名其姓名首先列於本公司股東登記冊上的聯名股東簽署方為有效。
  - For the avoidance of doubt, the Company does not accept any special instructions written on this Change Request Form.  
為免存疑, 本公司概不接受於本更改指示表格上書寫之任何額外指示。
- # Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to: (a) the directors' report and its annual accounts together with a copy of the auditor's report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.  
公司通訊指由本公司發出或將予發出以供本公司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: (a)董事會報告、年度賬目連同核數師報告及財務摘要報告 (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。

### 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 and mailing address.

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、聯絡電話號碼及郵寄地址。

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.

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。

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 by either of the following means:

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透過以下途徑提出:

By mail to: Privacy Compliance Officer  
Tricor Tengis Limited  
17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong  
By email to: is-enquiries@hk.tricorglobal.com

郵寄至: 私隱事務主任  
卓佳登捷時有限公司  
香港夏愨道16號遠東金融中心17樓  
電郵至: is-enquiries@hk.tricorglobal.com

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

### MAILING LABEL 郵寄標籤

**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  
Herald (114)

Please cut the mailing label and stick it on an envelope to return this Reply Form to us.

**No postage stamp is required for local mailing.**  
倘 閣下寄回此回條, 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。