



# TAI HING GROUP HOLDINGS LIMITED

## 太興集團控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(Stock Code: 6811)

29 September 2023

To the Shareholders

Dear Sir/Madam,

### Letter to new shareholders — Election of Means and Language of Receipt of Corporate Communications

For environmental protection and saving of printing and mailing costs, Corporate Communications<sup>Note</sup> of Tai Hing Group Holdings Limited (the “Company”) are provided to shareholders of the Company according to their choices of language and means of receipt of the Corporate Communications. We are sending this letter to ascertain your choice relating to receiving Corporate Communications in accordance with the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.

You may choose either:

- (1) to rely on copies of Corporate Communications published on the Company’s website (“Website Version”) in place of receiving printed copies thereof; or
- (2) to receive (a) a printed English version only; or (b) a printed Chinese version only; or (c) both printed English and Chinese versions of any Corporate Communications of the Company prepared in separate English and Chinese versions.

**In order to save cost for the benefit of the Company and the Shareholders as a whole and for the sake of environmental protection, we encourage you to take advantage of receiving the Website Version. Even if you have chosen the Website Version, you would still have the right to change your choice of means and/or language at any time by reasonable notice in writing to the Company’s Hong Kong Branch Share Registrar by post or by email to the Company at taihing6811-ecom@hk.tricorglobal.com and if you, for any reason, have difficulty in viewing the Website Version or gaining access to the Company’s website, upon your reasonable request in writing, the printed version of the Corporate Communications will promptly be sent to you free of charge.**

**Please indicate your choice by ticking the appropriate box in the enclosed Reply Form, signing and returning the same to the Company’s Hong Kong Branch Share Registrar, Tricor Investor Services Limited (“Share Registrar”) at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.**

**If we do not receive the Reply Form from you by 28 October 2023 and until you inform us by reasonable notice in writing, you will be DEEMED to have agreed to receive Corporate Communications via the Company’s website henceforth and a copy of a notification letter of the publication thereof will be sent to you by post when such Corporate Communication(s) is/are posted on the Company’s website.**

Please note that: (a) both the printed English and Chinese versions of Corporate Communications will always be available from the Company or the Share Registrar on request; and (b) the Corporate Communications in English and Chinese will be available from the date of despatch on the Company’s website at [www.taihing.com](http://www.taihing.com).

Should you have any queries relating to this letter, please call the hotline of the Share Registrar 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,  
For and on behalf of  
**Tai Hing Group Holdings Limited**  
**Chan Wing On**  
Chairman

Encl.

*Note:*

Corporate communications include any document to be issued by us for your information or action, including but not limited to:

- (a) annual report;
- (b) interim report;
- (c) environmental, social and governance report;
- (d) notice of meeting;
- (e) listing document;
- (f) circular; and
- (g) proxy form.

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**REPLY FORM 回條**

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**To: Tai Hing Group Holdings Limited (the “Company”)**  
(Incorporated in the Cayman Islands with limited liability)  
c/o Tricor Investor Services Limited  
17/F, Far East Finance Centre,  
16 Harcourt Road, Hong Kong

**致：太興集團控股有限公司(「本公司」)**  
(於開曼群島註冊成立之有限公司)  
經卓佳證券登記有限公司  
香港夏慤道16號  
遠東金融中心17樓

I/We would like to receive Corporate Communications<sup>(Note 3)</sup> by the means as indicated below: (Please tick **ONLY ONE** box of the following Options (a) to (e))

本人/吾等選擇以下列方式收取公司通訊<sup>(註3)</sup>：(請從下列(a)至(e)項的選擇中，僅在其中一個空格內劃上「✓」號)

**Website Version Options**

**網上版本**

- (a) to rely on (i) copies of the Corporate Communications posted on the Company’s website (www.taihing.com) (the “Company Website”) in lieu of the receipt of printed copies of such documents; and (ii) to receive an **email notification** to my/our undernoted email address of the publication of the Corporate Communications on the Company’s website; **OR**  
依賴(i)在本公司網站(www.taihing.com) (「本公司網站」)上登載之公司通訊，以代替收取該文件之印刷本；以及(ii)以本人/我們下述之電郵地址，收取**電郵通知**有關公司通訊已在本公司網站上發表之消息；**或**
- (b) to rely on (i) copies of the Corporate Communications posted on the Company’s website in lieu of the receipt of printed copies of such documents; and (ii) to receive a printed-form notification sent to my/our address; **OR**  
依賴(i)在本公司網站上登載之公司通訊，以代替收取該文件之印刷本；以及(ii)以本人/我們下述之地址，收取通知印刷本；**或**

**Printed Version Options**

**印刷版本**

- (c) to receive the **printed English version** of the Corporate Communications only; **OR**  
僅收取公司通訊英文印刷本；**或**
- (d) to receive the **printed Chinese version** of the Corporate Communications only; **OR**  
僅收取公司通訊中文印刷本；**或**
- (e) to receive both the **printed English and Chinese versions** of the Corporate Communications.  
同時收取公司通訊中、英文印刷本。

Signature<sup>(Note 5)</sup>:

簽署<sup>(註5)</sup>：

Date:

日期：

Name:

姓名：

(English)

(英文)

(Chinese)

(中文)

(in block letters)  
(以正楷填寫)

Registered Address:

註冊地址：

(in block letters English)  
(以英文正楷填寫)

Email Address<sup>(Note 4)</sup>:

電郵地址<sup>(註4)</sup>：

Contact Phone Number:

聯絡電話：

Notes:

註:

- Please complete your choice of the means of receipt of Corporate Communications and all your details clearly. Any Reply Form that has not been completed clearly or otherwise incorrectly completed will be voided at the discretion of the Company.  
請清楚填妥 閣下收取公司通訊的方式的選擇及所有資料。任何未有清楚填妥或在其他方面填寫不正確，本公司可酌情決定將本回條作廢。
- If you do not complete this Reply Form and return it to the Hong Kong Branch Share Registrar of the Company, Tricor Investor Services Limited by 28 October 2023, you will be DEEMED to have agreed to receive Corporate Communications via the Company Website henceforth and a copy of the notification letter will be sent to you by post when such Corporate Communication(s) is/are posted on the Company Website.  
倘 閣下在二零二三年十月二十八日前仍未填妥本回條及將其交回本公司的香港股份過戶登記分處卓佳證券登記有限公司，則 閣下將被視為同意今後透過本公司網站收取公司通訊，而刊發通知信函將於該等公司通訊登載於本公司網站之日以郵寄方式寄予 閣下。
- Corporate communications refer to any documents issued or to be issued by the Company for your information or action, including but not limited to (i) annual report, (ii) interim report, (iii) environmental, social and governance report, (iv) notice of meeting, (v) listing document, (vi) circular and (vii) proxy form.  
公司通訊指由本公司發出或將予發出以供本公司股東參照或採取行動的任何文件，其中包括但不限於(i)年報、(ii)中期報告、(iii)環境、社會及管治報告、(iv)會議通告、(v)通函、(vi)上市文件及(vii)受委代表表格。
- If you have chosen Option (a), please provide your email address if you wish to receive the notification letter via email. If you have chosen or are deemed to have chosen Option (a), and if no email address is provided, a printed copy of the notification letter will be sent to you by post when Corporate Communications are posted on the Company Website.  
如 閣下選取選擇(a)以電郵收取刊發通知信函，請提供 閣下的電郵地址；倘若 閣下已或被視為已選取選擇(a)且無提供電郵地址，刊發通知信函的印刷本將於公司通訊登載於本公司網站之日以郵寄方式寄予 閣下。
- 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 Reply Form in order for it to be valid.  
倘 閣下之股份屬聯名持有，須由該名於本公司的股東名冊排名首位之聯名持有人簽署本回條，方告有效。
- You are entitled at any time to change your choice of the means of receipt of Corporate Communications (either in printed form or via the Company Website) by giving reasonable notice in writing to the Hong Kong Branch Share Registrar of the Company, Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by sending an email to the Company at [taihing6811-ecom@hk.tricorglobal.com](mailto:taihing6811-ecom@hk.tricorglobal.com).  
閣下有權於任何時間以合理書面通知通知本公司的香港股份過戶登記分處卓佳證券登記有限公司，地址為香港夏愨道16號遠東金融中心17樓，或以電郵致本公司(電郵地址為[taihing6811-ecom@hk.tricorglobal.com](mailto:taihing6811-ecom@hk.tricorglobal.com))更改收取公司通訊的方式的選擇(即收取公司通訊的印刷本，或透過本公司網站取得公司通訊)。

## 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 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 閣下在本表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar (Tricor Investor Services Limited), 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的用途，將 閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處(卓佳證券登記有限公司)、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 and sent to the Privacy Compliance Officer of the Share Registrar (Tricor Investor Services Limited) by post at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [privacy@hk.tricorglobal.com](mailto:privacy@hk.tricorglobal.com).  
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 閣下個人資料的要求均須以書面方式郵寄至股份過戶登記處(卓佳證券登記有限公司，地址為香港夏愨道16號遠東金融中心17樓)的私隱條例事務主任或電郵至 [privacy@hk.tricorglobal.com](mailto:privacy@hk.tricorglobal.com)。

This form is made in English and Chinese. In case of any inconsistency, the English version shall prevail.  
本表格以英文及中文發出。中英文版本內容如有任何不相符，概以英文版本為準。



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

No postage is necessary if posted in Hong Kong.

當 閣下寄回此回條時，  
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毋須貼上郵票。

### 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

