



**HUABAO INTERNATIONAL HOLDINGS LIMITED**  
**華寶國際控股有限公司\***  
(Incorporated in Bermuda with limited liability 於百慕達註冊成立的有限公司)  
(Stock Code 股份代號: 00336)

**NOTIFICATION LETTER 通知信函**

14 December 2023

Dear Non-registered holder <sup>(Note)</sup>,

**Huabao International Holdings Limited (the “Company”)**

**– Notice of Publication of circular in relation to adoption of Share Incentive Scheme by a subsidiary and notice of special general meeting (the “Current Corporate Communication Document”)**

The English and Chinese versions of the Current Corporate Communication Document are available in the “Investor Relations” section of the Company’s website at [www.huabao.com.hk](http://www.huabao.com.hk) and the website of The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk).

If you would like to receive the Current Corporate Communication Document and all future Corporate Communication Documents# in printed form, please complete the Request Form on the reverse side of this letter and sign and return it by post or by hand to the Company c/o the Company’s branch share registrar and transfer office in Hong Kong, Tricor Tengis Limited (the “Share Registrar”) of 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, or by email to [is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com). If you post your reply in Hong Kong, you may use the pre-paid postage mailing label provided at the bottom of the Request Form and need not affix a stamp on the envelope when returning your Request Form. Otherwise, please affix an appropriate stamp.

Should you have any questions in relation to this letter, please call the Share Registrar’s hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

By Order of the Board  
**HUABAO INTERNATIONAL HOLDINGS LIMITED**  
**Mr. POON Chiu Kwok**  
Executive Director

*Note: This letter is addressed to non-registered holders (a “non-registered holder” means such person or company whose shares in the Company are held in the Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communication Document(s)\*). If you have sold or transferred all your shares in the Company, please disregard this letter and the Request Form on the reverse side.*

*# Corporate Communication Document(s) are all document(s) issued or to be issued by the Company for the information or action of holders of any of the Company’s securities as defined in Rule 1.01 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited under the definition of “Corporate Communication” including but not limited to: (a) directors’ reports, its annual accounts together with the auditor’s reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.*

各位非登記持有人 <sup>(附註)</sup>：

華寶國際控股有限公司 (「本公司」)

– 關於附屬公司採納股票激勵計畫及股東特別大會通告的通函 (「本次公司通訊文件」) 之發佈通知

本次公司通訊文件之中、英文版本已登載於本公司網站 ([www.huabao.com.hk](http://www.huabao.com.hk)) 「投資者關係」一欄及香港聯合交易所有限公司網站 ([www.hkexnews.hk](http://www.hkexnews.hk))。

如閣下欲收取本次公司通訊文件及所有日後公司通訊文件#之印刷本，請閣下填妥在本函背面的申請表格，並在申請表格上簽名，然後寄回或親手交回本公司經本公司之香港股份過戶登記處，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) 或以電郵方式發送至 [is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com)。倘若閣下在香港投寄，可使用申請表格底部所提供的已預付郵費郵寄標籤寄回，而毋須在信封上貼上郵票；否則，請貼上適當的郵票。

閣下如對本函內容有任何疑問，請於辦公時間內致電股份過戶登記處電話熱線(852) 2980 1333，辦公時間為星期一至星期五 (公眾假期除外) 上午9時正至下午5時正。

承董事會命  
華寶國際控股有限公司  
執行董事  
潘昭國先生

2023年12月14日

*附註：本函乃向非登記持有人發出 (「非登記持有人」指所持有之本公司股份存放於中央結算及交收系統 (中央結算系統) 的人士或公司，透過香港中央結算有限公司，不時向本公司發出通知表示該等人士或公司希望收到公司通訊文件\*)。倘若閣下已出售或轉讓全部所持有的本公司股份，則無需理會本函及背面所附申請表格。*

*# 公司通訊文件是指根據香港聯合交易所有限公司證券上市規則第1.01條「公司通訊」所界定之定義，本公司已經或將予發出以供本公司任何證券持有人參照或採取行動的任何文件，包括但不限於：(a)董事會報告、其年度賬目及核數師報告及 (倘適用) 財務報告摘要；(b)中期報告及 (倘適用) 中期報告摘要；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。*

*\* For identification purpose only  
僅供識別*

## REQUEST FORM 申請表格

To: **Huabao International Holdings Limited (the “Company”)**  
(Stock Code: 00336)  
c/o Tricor Tengis Limited  
17/F, Far East Finance Centre  
16 Harcourt Road  
Hong Kong

致: **華寶國際控股有限公司 (「本公司」)**  
(股份代號: 00336)  
經卓佳登捷時有限公司  
香港  
夏慤道16號  
遠東金融中心17樓

I/We would like to receive the current and all future Corporate Communication Documents<sup>#</sup> of the Company in the manner indicated below:  
本人/我們希望以下列方式收取本公司本次及所有日後公司通訊文件<sup>#</sup>:

(Please mark “X” 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「X」號)

- by **electronic means** only through the Company’s website ([www.huabao.com.hk](http://www.huabao.com.hk)) instead of in printed form and by receiving a notification letter of the publication of future Corporate Communication Documents<sup>#</sup> on the Company’s website; **OR**
- 僅透過本公司網站([www.huabao.com.hk](http://www.huabao.com.hk))以電子方式收取日後公司通訊文件<sup>#</sup>以代替印刷本, 並收取已於本公司網站登載日後公司通訊文件<sup>#</sup>的通知信函; 或
- in printed form in both the **English language and the Chinese language**.  
同時收取英文及中文印刷本。

Signature(s) 簽名

Date 日期

Name 姓名

Contact telephone number 聯絡電話號碼

Notes 附註:

- Please complete all your details clearly.  
請 閣下清楚填妥所有資料。
  - This Request Form is to be completed by non-registered holders (a “non-registered holder” means such person or company whose shares in the Company are held in the Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communication Document(s)).  
本申請表格只供非登記持有人填寫(「非登記持有人」指所持有之本公司股份存放於中央結算及交收系統的人士或公司, 透過香港中央結算有限公司不時向本公司發出通知表示該等人士或公司希望收到公司通訊文件<sup>#</sup>)。
  - Any form with more than one box marked “X”, with no box marked “X”, with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確, 則本表格將會作廢。
  - The above instruction will apply to all the Company’s future Corporate Communication Documents<sup>#</sup> to be sent to you until you notify the Company c/o the Company’s branch share registrar and transfer office in Hong Kong, Tricor Tengis Limited, to the contrary or unless you have at anytime ceased to have shareholdings in the Company.  
上述指示將適用於發送予 閣下之本公司所有日後公司通訊文件<sup>#</sup>, 直至 閣下經本公司之香港股份過戶登記分處卓佳登捷時有限公司, 通知本公司另外之安排或在任何時候停止持有本公司的股份。
  - For the avoidance of doubt, we do not accept any special instructions written on this Request Form.  
為免存疑, 在本申請表格上書寫的任何特別指示, 我們將不予處理。
- <sup>#</sup> Corporate Communication Document(s) are all documents issued or to be issued by the Company for the information or action of holders of any of the Company’s securities as defined in Rule 1.01 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited under the definition of “Corporate Communication” including but not limited to: (a) directors’ reports, its annual accounts together with the auditor’s reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.  
公司通訊文件是指根據香港聯合交易所有限公司證券上市規則第1.01條「公司通訊」所界定之定義, 本公司已經或將予發出以供本公司任何證券持有人參照或採取行動的任何文件, 包括但不限於: (a)董事會報告、其年度賬目及核數師報告及(倘適用)財務報告摘要; (b)中期報告及(倘適用)中期報告摘要; (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

- (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 (the “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。
- (ii) Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide sufficient information may result in the Company not being able to process your instructions and/or requests as stated in this form.  
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 閣下在此申請表格上所述之指示及/或請求。
- (iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for the Company’s verification and record purpose. If it is required by law, your Personal Data may be disclosed or transferred by the Company, for example, in response to a court order or a law enforcement agency’s request.  
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予本公司的附屬公司、股份過戶登記處、及/或其他公司或團體, 並將在適當期間保留該等個人資料供本公司作核實及記錄用途。倘法例規定, 例如應法庭命令或執法機關的要求, 本公司可能會將 閣下的個人資料披露或轉移。
- (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 addressed to the Personal Data Privacy Officer of Tricor Tengis Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.  
閣下有權根據《私隱條例》的條文要求查閱及/或修改 閣下的個人資料。任何有關查閱及/或修改 閣下的個人資料的要求均須以書面方式向卓佳登捷時有限公司(地址為香港夏慤道16號遠東金融中心17樓)的個人資料私隱主任提出。

Please cut the mailing label and stick it on the envelope in order to return this Request Form to us.

No postage stamp necessary if posted in Hong Kong.  
閣下寄回此申請表格時, 請將郵寄標籤剪貼於信封上。  
如在香港投寄毋須貼上郵票。

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