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**Xinyuan Property Management Service (Cayman) Ltd.**

**鑫苑物業服務集團有限公司**

*(Incorporated in the Cayman Islands with limited liability)*

**(Stock Code: 1895)**

**NOTICE OF BOARD MEETING**

The board of directors (the “**Board**”) of Xinyuan Property Management Service (Cayman) Ltd. (the “**Company**”), hereby announces that a meeting of the Board will be held on Tuesday, 16 January 2024, for the purpose of, among other things, considering and approving the audited consolidated financial results of the Company and its subsidiaries for the year ended 31 December 2022 and considering the payment of a final dividend, if any.

By Order of the Board

**Xinyuan Property Management Service (Cayman) Ltd.**

**SHEN Yuan-Ching**

*Chairman, Executive Director and Chief Executive Officer*

Hong Kong, 4 January 2024

*As at the date of this announcement, the Board comprises Mr. SHEN Yuan-Ching, Mr. FENG Bo and Mr. WANG Yong as executive directors; Mr. TIAN Wenzhi as non-executive director; and Mr. LI Yifan, Mr. LAN Ye, and Mr. LING Chenkai as independent non-executive directors.*