

CAPITAL GRAND
BEIJING CAPITAL GRAND LIMITED
首創鉅大有限公司
(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立的有限公司)
(Stock Code 股份代號：1329)

18 January 2024

Dear Registered Shareholders,

**Beijing Capital Grand Limited (the “Company”) – Notice of Publication
Notice of publication of Circular and Notice of Extraordinary General Meeting dated 18 January 2024 and Proxy Form
(the “Current Corporate Communication”) on website**

Please note that both the English and Chinese versions of the Current Corporate Communication are available electronically on the Company’s website at www.bcgrand.com and the HKEXnews website at www.hkexnews.hk. You may access the Current Corporate Communication by clicking the relevant title as appeared on the website of the Company or browsing through the HKEXnews website.

Collection of your electronic contact details

To ensure timely receipt of the latest Actionable Corporate Communications¹ or Notices of Publication¹ by email, if you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing and signing the enclosed Reply Form and returning it to the Company’s branch share registrar in Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Company’s branch share registrar in Hong Kong, (i) you will be unable to receive any Actionable Corporate Communications¹ and Notices of Publication¹ by email; and (ii) the Company would only be able to send you the printed copy of the Actionable Corporate Communications¹ and the Notices of Publication¹.

Should you have any queries on the above matters, please call the enquiry hotline of the Company’s branch share registrar in Hong Kong at (852) 2980 1333 from 9:00 am to 6:00 pm (Monday to Friday, excluding Hong Kong public holidays) or send an email to 1329-ecom@hk.tricorglobal.com.

¹ Please refer to “New Arrangements on Dissemination of Corporate Communications” of the Company dated 10 January 2024.

Yours faithfully,
Beijing Capital Grand Limited

2024年1月18日

各位登記股東：

**首創鉅大有限公司（「本公司」）- 登載通知
日期為二零二四年一月十八日之通函及股東特別大會通告及代表委任表格（「本次企業通訊文件」）已在網站登載通知**

請注意，本次企業通訊文件的英文版和中文版已上載於本公司網站（www.bcgrand.com）和披露易網站（www.hkexnews.hk），可供查閱。閣下可在本公司網站按下相關標題網頁以閱覽本次企業通訊文件或在披露易網站瀏覽有關文件。

徵集 閣下之電子聯絡資料

為確保及時透過電子郵件方式收取或接收最新的可供採取行動的企業通訊¹及登載通知¹，如閣下尚未提供閣下之電子郵件地址予本公司，或需更新閣下之電子郵件地址，本公司建議閣下填寫及簽署隨附之回條提供閣下之電子郵件地址並交回本公司的香港股份過戶登記分處。

如果本公司沒有收到閣下的有效電子郵件地址，(i)閣下將無法透過電子郵件方式收取或接收可供採取行動的企業通訊¹及登載通知¹；及(ii)本公司只能以印刷本方式向閣下發送可供採取行動的企業通訊¹及登載通知¹，直至香港股份過戶登記分處收到閣下有效的電子郵件地址為止。

如閣下對本函內容有任何疑問，請致電本公司的香港股份過戶登記分處電話熱線(852) 2980 1333，辦公時間為星期一至五（香港公眾假期除外）上午9時正至下午6時正，或電郵至 1329-ecom@hk.tricorglobal.com。

¹請參閱本公司日期為2024年1月10日的「發佈企業通訊之新安排」。

首創鉅大有限公司
謹啓

Registered Shareholder's information (English name and Address):
登記股東資料 (英文姓名及地址):

REPLY FORM 回條

To: **Beijing Capital Grand Limited**
(Stock Code: 1329) (the "Company")
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

致: **首創鉅大有限公司**
(股份代號: 1329) (「本公司」)
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 hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications* and notice of publication# of the following listed company (the "Company") via electronic dissemination

本人/吾等現以書面提供本人/吾等之電子郵件地址，以接收以下上市公司(「公司」)通過電子方式發佈的日後可供採取行動的企業通訊*及登載通知

Signature:
簽署:

Date:
日期:

Name:
姓名:

Contact Phone Number:
(English英文) 聯絡電話:

(in block letters 請以正楷填寫)

Email Address:

電郵地址:

Notes 附註:

- Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid.
請清楚填妥閣下之所有資料。如屬聯名股東，則本回條須由所有聯名股東聯合簽署，方為有效。
- Any form with no signature or otherwise incorrectly completed will be void.
如在本表格若未有簽署或在其他方面填寫不正確，則本回條將會作廢。
- If the Company does not receive a functional email address in your reply, you will be unable to receive notifications regarding the publication of corporate communications.
如公司沒有收到閣下的有效電子郵件地址，閣下將無法收取有關發佈企業通訊的通知。
- If you provide more than one email address by email, reply form and/or other means, only the latest email address provided will be registered.
如閣下通過電郵、回條及/或其他方式提供多於一個電子郵件地址，閣下最後提供的電子郵件地址將會被登記。
- For the avoidance of doubt, the Company does not accept any other instructions given on this form.
為免存疑，在本表格上的任何額外指示，公司將不予處理。

* Unless otherwise specified, Actionable Corporate Communications refer to any corporate communication that seeks instructions from the Company's securities holders on how they wish to exercise their rights or make an election as the Company's securities holder.
除非另有註明，可供採取行動的企業通訊乃指任何涉及要求本公司的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的企業通訊。

Please refer to "New Arrangements on Dissemination of Corporate Communications" of the Company dated 10 January 2024.
請參閱本公司日期為2024年1月10日的「發佈企業通訊之新安排」。

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, email address and mailing address.

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.

You have the right to request access to and/or to correct 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:

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，包括但不限於，閣下的名稱，聯絡電話號碼，電子郵箱地址和郵寄地址。

閣下是自願向本公司提供閣下個人資料，以便以閣下所選之方式接收企業通訊。閣下的個人資料將在適當期間保留作核實及記錄用途。

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。任何該等要求均須以書面方式提出。

By mail to: Data Privacy Officer
Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

經郵寄: 個人資料私隱主任
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

By email to: is-enquiries@hk.tricorglobal.com

經電郵: is-enquiries@hk.tricorglobal.com

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

No postage is necessary if posted in Hong Kong.

當閣下寄回本回條時，請將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。

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