



HARBOUR CENTRE DEVELOPMENT LIMITED

(Incorporated in Hong Kong with limited liability)

Stock Code: 51

29 January 2024

Dear Shareholders,

Letter to Registered Shareholders – Election of Means of Receipt and Language of Corporate Communications

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Listing Rules”), the Companies Ordinance (Cap. 622 of the laws of Hong Kong) and the Articles of Association of Harbour Centre Development Limited (the “Company”), the Company will make available the following options for you to receive all future corporate communications¹ of the Company (the “Corporate Communications”):

- (1) to read all future Corporate Communications on the Company’s website at www.harbourcentre.com.hk in lieu of receiving printed copies (the “Website Version”), and to receive by email (i) notifications of the publication of the Corporate Communications on the Company’s website and (ii) all future actionable corporate communications² of the Company (the “Actionable Corporate Communications”) in electronic form (collectively, the “Electronic Option”); or
- (2) to receive printed English version only of all future Corporate Communications; or
- (3) to receive printed Chinese version only of all future Corporate Communications; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications.

To minimise use of paper and to save printing and mailing costs, the Company recommends you to select the Electronic Option, i.e. (1) above. If you select the Electronic Option, you are required to provide a valid email address in the enclosed reply form (the “Reply Form”) for the purpose of receiving (i) notifications of publication of all future Corporate Communications on the Company’s website; and (ii) all future Actionable Corporate Communications in electronic form by email.

To make your election, please mark “✓” in the appropriate box on the Reply Form, sign and return it by post (no postage stamp is required if delivered within Hong Kong by using the mailing label provided therein) or by hand delivery to the Company c/o the Company’s Share Registrar (the “Share Registrar”), Tricor Tengis Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

If the Company does not receive a duly completed and signed Reply Form or a response indicating objection from you by 29 February 2024 and until you inform the Company c/o the Share Registrar by reasonable prior notice in writing of your change of choice, you will be deemed to have consented to receive Corporate Communications by the Website Version. Notifications of the publication of the Corporate Communications on the Company’s website and the Actionable Corporate Communications will be sent to you by post or email (if consent and valid email address have previously been provided) in future.

You may change your choice of means of receipt and/or language of the Corporate Communications at any time by reasonable prior notice in writing (delivered by post or by hand delivery) or by email to harbourcentre-ecom@hk.tricorglobal.com to the Company c/o the Share Registrar. If you have chosen (or are deemed to have chosen) the Website Version but for any reason have any difficulty in receiving or accessing to the Corporate Communications, the Company will, upon your written request to the Company c/o the Share Registrar or by email to harbourcentre-ecom@hk.tricorglobal.com, send the Corporate Communications in printed form to you free-of-charge.

Please note that your previous instructions (if any) to receive Corporate Communications in printed form will no longer apply. Printed copies of both English and Chinese versions of all future Corporate Communications of the Company will be available from the Company and the Share Registrar on request. The same will also be available on the Company’s website at www.harbourcentre.com.hk for not less than five years from the date of first publication and on the website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk.

Should you have any queries in relation to this letter, please contact the Share Registrar’s Customer Service Hotline at (852) 2980-1333 between 9:00 a.m. and 6:00 p.m., Monday to Friday (excluding Hong Kong public holidays).

Yours faithfully,
For and on behalf of
Harbour Centre Development Limited
Grace L C Ho
Company Secretary

Ref. 00051-1

¹ “Corporate Communications” refer to annual/interim reports, notices, circulars, proxy forms of the Company, including any “Corporate Communication” as defined in the Listing Rules.

² “Actionable Corporate Communications” refer to any corporate communication from the Company that seeks instructions from Shareholders on how they wish to exercise their rights or make an election as the Shareholders of the Company. For the avoidance of doubt, notices of general meetings and proxy forms are not regarded as Actionable Corporate Communications.

