



**Ko Yo Chemical (Group) Limited**  
**玖源化工(集團)有限公司**

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

**(Stock Code: 00827)**

6 February 2024

Dear Registered Shareholder,

**Electronic Dissemination of Corporate Communications**

Pursuant to Rule 2.07A of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, Ko Yo Chemical (Group) Limited (the “**Company**”) will make available the corporate communications of the Company, which means any documents issued or to be issued by the Company for the information or action of any holders of its securities, including but not limited to (a) the directors’ report, its annual accounts together with a copy of the auditors’ report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form (“**Corporate Communications**”), to its securities holders by electronic means and you may elect either:

- (1) to receive an email notification of the publication of the Corporate Communications on the Company’s website at [www.koyochem.com](http://www.koyochem.com) and the website of The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk) (collectively the “**Websites**”) (the “**Email Option**”); or
- (2) to receive a printed notification letter of the publication of the Corporate Communications on the Websites.

The Company is making these arrangements with a view to increasing efficiency, cost-effectiveness and protecting the environment and accordingly recommends you to elect for the Email Option and provide a valid email address to the Company.

To make your election, please mark (√) in the appropriate box on the enclosed Reply Form, and fill in the necessary information and then sign and return it by post or by hand to the Company c/o the Company’s Hong Kong Share Registrar, Union Registrars Limited (the “**Hong Kong Share Registrar**”) at Suites 3301-04, 33/F., Two Chinachem Exchange Square, 338 King’s Road, North Point, Hong Kong. If you post the Reply Form within Hong Kong, you may use the mailing label at the bottom of the Reply Form and need not affix a stamp. Otherwise, please affix an appropriate stamp.

**If the Company does not receive the duly completed Reply Form from you (or another response from you indicating that you object to the Email Option) by 8 March 2024, you will be implied to consent, until you inform the Company otherwise by reasonable notice in writing to the Hong Kong Share Registrar at the above address or by email to [827-corpcomm@unionregistrars.com.hk](mailto:827-corpcomm@unionregistrars.com.hk), to have elected to receive printed notification letter of the publication of the Corporate Communications. In future, when the Company publishes any Corporate Communication on the Websites, it will only send to you a notification letter that the Corporate Communication has been made available on the Websites. The notification will be sent to you by email (if you have provided a valid email address) or by post (if you have not provided an email address or the email address is invalid) at your address as it appears in the Company’s register of members maintained by the Hong Kong Share Registrar.**

You may at any time send your request in writing to the Company (c/o its Hong Kong Share Registrar at the above address or by email to [827-corpcomm@unionregistrars.com.hk](mailto:827-corpcomm@unionregistrars.com.hk)) to request for printed copy of the Corporate Communications. If you have received notification of the publication of the Corporate Communications on the Websites and for any reason have difficulty in gaining access to the Corporate Communications on the Websites, the Company will upon request send the Corporate Communications to you in printed form free of charge.

Please note that the English and Chinese versions of all future Corporate Communications will be available on the Websites. Should you have any queries in relation to this letter, please call the Company’s Hong Kong Share Registrar at (852) 2849 3399 during business hours from 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

By Order of the Board  
**Ko Yo Chemical (Group) Limited**  
**Tang Guoqiang**  
*Chairman*

