



YUE YUEN INDUSTRIAL (HOLDINGS) LIMITED

裕元工業(集團)有限公司*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號: 00551)

February 23, 2024

Dear non-registered Shareholder(s)¹,

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules (the "Listing Rules") Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Stock Exchange") came into effect on December 31, 2023, Yue Yuen Industrial (Holdings) Limited (the "Company") has adopted new arrangement to disseminate corporate communications² of the Company ("Corporate Communications") to its shareholders ("Shareholders") electronically. The English and Chinese version of future Corporate Communications will be available on its website (www.yueyuen.com) and the Stock Exchange's website (www.hkexnews.hk) ("Electronic Version") in place of printed copies, and only send Corporate Communications in printed form upon request.

A notice of publication of the Electronic Version of a Corporate Communication, in both English and Chinese, will be sent by the Company to you by email or by post, only if your email address or postal address (as the case may be) are provided to the Company by your banks, brokers, custodians, nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively, the "Intermediaries"). In support of electronic communication by email, non-registered Shareholders are recommended to provide their functional email addresses to their Intermediaries. If the Company does not receive your functional email address or postal address from your Intermediaries via HKSCC Nominees Limited, no notice of publication of the Electronic Version of a Corporate Communication will be sent to you.

We encourage you to access Corporate Communications of the Company in electronic form on the Company's website. If you wish to receive printed copies of all future Corporate Communications, please complete and return the Request Form on the reverse side of this letter to the Company's Hong Kong branch share registrar (the "Branch Share Registrar"), Tricor Secretaries Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or send an email to 551-ecom@hk.tricorglobal.com. Please note that the request of printed copies will be valid until expiry on December 31, 2025 unless being revoked or superseded (whichever is earlier). Further request in writing will be required if a non-registered Shareholder prefers to continue receiving printed copies of future Corporate Communications.

Details of the arrangements (i) for dissemination of Corporate Communications and (ii) for requesting printed copy of Corporate Communications are published under the section of "Contact Information" in the Company's website (www.yueyuen.com). For any queries in relation to this letter, please call the Branch Share Registrar, at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays, or by sending an email to 551-ecom@hk.tricorglobal.com.

By Order of the Board
Yue Yuen Industrial (Holdings) Limited
Lu Chin Chu
Chairman

Notes:

1. Non-registered Shareholder(s) means such person or company whose shares 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 Communications.
2. Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report and 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, its summary interim report; (c) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.

* For identification purpose only

各位非登記股東¹：

以電子方式發布公司通訊之安排

根據自2023年12月31日生效的香港聯合交易所有限公司(「聯交所」)證券上市規則(「上市規則」)第2.07A條，裕元工業(集團)有限公司(「本公司」)已採納有關以電子形式向其股東發布本公司之公司通訊²(「公司通訊」)的新安排。日後公司通訊之中英文版本將在其網站(www.yueyuen.com)及聯交所網站(www.hkexnews.hk)上發布(「電子版本」)以代替印刷本，並僅應個別要求寄發公司通訊之印刷本。

本公司將透過電郵方式或郵寄方式(僅於閣下持有股份的銀行、經紀人、託管人、代理人或香港中央結算(代理人)有限公司(統稱「中介機構」)向本公司提供閣下的電郵地址或郵寄地址的情況下)向閣下發出發布公司通訊電子版本的登載通知(包括英文及中文版本)。為了可透過電郵進行電子通訊，建議非登記股東向其中介機構提供其有效的電郵地址。如本公司沒有收到閣下的中介機構透過香港中央結算(代理人)有限公司提供閣下的有效的電郵地址或郵寄地址，本公司將不會向閣下發送公司通訊電子版本的登載通知。

我們鼓勵閣下於本公司網站以電子形式瀏覽本公司的公司通訊。若閣下希望收取日後所有公司通訊之印刷本，請填妥本函件背頁之申請表格並交回本公司的香港股份過戶登記分處(「股份過戶登記分處」)卓佳秘書商務有限公司，地址為香港夏慤道16號遠東金融中心17樓或發送電郵至551-ecom@hk.tricorglobal.com。請注意，非登記股東的印刷版本要求將直至二零二五年十二月三十一日到期前有效，除非被撤銷或取代(以較早者為準)。若非登記股東希望繼續收到日後公司通訊之印刷本，則需要再作書面要求。

有關(i)發布公司通訊及(ii)索取公司通訊印刷本的安排詳情請參閱本公司網站(www.yueyuen.com)的「聯絡資訊」部分。閣下如對本函件有任何疑問，請於營業時間內(週一至週五上午九時至下午六時，香港公眾假期除外)致電股份過戶登記分處，電話：(852) 2980 1333；或發送電郵至551-ecom@hk.tricorglobal.com。

承董事會命
裕元工業(集團)有限公司
主席
盧金柱

二零二四年二月二十三日

附註：

1. 非登記股東指其股份存放於中央結算及交收系統的有關人士或公司，而彼等已透過香港中央結算有限公司不時通知本公司，彼等擬收取公司通訊。
2. 公司通訊包括本公司發布或將予發布以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於(a)董事會報告，公司年度帳目連同核數師報告以及(如適用)財務摘要報告；(b)中期報告及(如適用)中期摘要報告；(c)季度報告(如有)；(d)會議通告；(e)上市文件；(f)通函；及(g)代表委任表格。

* 僅供識別

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

REQUEST FORM 申請表格

To: **Yue Yuen Industrial (Holdings) Limited**
(Stock Code:00551) (the "Company")
c/o Tricor Secretaries Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

致: 裕元工業(集團)有限公司*
(股份代號: 00551)(「本公司」)
經卓佳秘書商務有限公司
香港夏慤道16號
遠東金融中心17樓

REMINDER 提示

As a non-registered Shareholder¹, if you wish to receive Corporate Communications² pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

作為非登記股東¹，如有意根據《上市規則》收取公司通訊²，閣下應聯絡閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」)，並向閣下的中介公司提供閣下的電郵地址。

I/We would like to receive the future Corporate Communications in printed copy of the Company.

本人/吾等要求索取本公司今後刊發之公司通訊之印刷本。

Signature:

簽署: _____

Date:

日期: _____

Name:

姓名: _____ (English 英文)

Contact Phone Number:

聯絡電話: _____

(in block letters 請以正楷填寫)

Postal Address:

郵寄地址: _____

Notes 附註:

- Non-registered Shareholder(s) refers to a 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 Communications.
非登記股東指將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，而彼等已透過香港中央結算有限公司不時通知本公司，彼等擬收取公司通訊。
- Corporate Communications refer to any document issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to: (a) the directors' report and 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, its summary interim report; (c) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; a circular; and (g) a proxy form.
公司通訊指由本公司發布或將予發布以供本公司任何證券的持有人參照或採取行動的任何文件，其中包括但不限於：(a)董事會報告，公司年度帳目連同核數師報告以及(如適用)財務摘要報告；(b)中期報告及(如適用)中期摘要報告；(c)季度報告(如有)；(d)會議通告；(e)上市文件；(f)通函；及(g)代表委任表格。
- For the avoidance of doubt, we do not accept any other special instructions written on this Request Form for non-registered Shareholder(s).
為免存疑，本公司概不接受於本非登記股東申請表格上書寫之任何其他特別指示。
- This request will be valid unless being revoked or superseded or until expired on December 31, 2025 (whichever is earlier). Further request in writing will be required if non-registered Shareholder prefers to continue receiving printed copy of future Corporate Communications.
此請求將一直有效，除非被撤銷或取代，或者直到二零二五年十二月三十一日到期(以較早者為準)。如果非登記股東希望繼續收到日後的公司通訊的印刷本，則需要做進一步書面請求。

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，電郵地址和郵寄地址。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公司通訊。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 Secretaries Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong
By email to: is-enquiries@hk.tricorglobal.com

經郵寄: 個人資料私隱主任
卓佳秘書商務有限公司
香港夏慤道16號
遠東金融中心17樓
經電郵: is-enquiries@hk.tricorglobal.com

* For identification purpose only 僅供識別