



SINO HOTELS (HOLDINGS) LIMITED

(An exempted company incorporated in the Cayman Islands with limited liability)

(Stock Code: 1221)

12th March, 2024

To Registered Shareholders

Dear Sir/Madam,

Notification of Publication of 2023-2024 Interim Report (the “Interim Report”) on Website

The Interim Report (in both English and Chinese versions) of Sino Hotels (Holdings) Limited (the “Company”) is now available on the Company’s website at www.sino.com. You may access the Interim Report by clicking “Financial Reports” under “Investor Relations” on the home page of the Company’s website.

If you have difficulty in viewing the Interim Report or gaining access to the Company’s website, upon your request in writing to the Company or the Company’s Principal Registrar, Tricor Friendly Limited by post at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email at sinohotels1221-ecom@hk.tricorglobal.com, the printed version of the Interim Report will be sent to you free of charge.

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 and the Amended and Restated Memorandum and Articles of Association of the Company, the Company will make available the following options for you to receive all future Corporate Communications^{Note 1} of the Company:

- (1) to read all future Corporate Communications published on the Company’s website at www.sino.com (the “Website Version”) in place of receiving printed copies, and to receive notifications of the publication of the Corporate Communications on the Company’s website by email; or
- (2) to receive the printed English version of all future Corporate Communications only; or
- (3) to receive the printed Chinese version of all future Corporate Communications only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications.

In order to save cost for the benefit of the Company and the Shareholders as a whole and to protect the environment, the Company recommends you to select option (1) above. Please indicate your choice by ticking the appropriate box in the enclosed Reply Form, signing and returning the same to the Company’s Principal Registrar by post using the mailing label provided. You may also send by email a scanned copy of the duly completed and signed Reply Form to sinohotels1221-ecom@hk.tricorglobal.com.

Please note that your previous instructions (if any) regarding the language and means of receipt of Corporate Communications no longer apply. If the Company does not receive the completed Reply Form or a response indicating the objection from you by 9th April, 2024 and until you inform the Company by notice in writing, you will be deemed to have consented to accessing all future Corporate Communications by means of the Website Version and you will receive printed copy of (i) notification letters for the publication of all future Corporate Communications on the Company’s website (the “Notification Letters”); and (ii) all future Actionable Corporate Communications^{Note 2} by post at your address as appearing in the Company’s register of members.

If you elect to access and accept the Website Version of all future Corporate Communications in place of receiving the printed version(s), you are requested to provide an email address in the Reply Form for the purpose of receiving all future Notification Letters and Actionable Corporate Communications in electronic form by email. If no functional email address is provided by you in the Reply Form, the Company will send you such Notification Letters and Actionable Corporate Communications in printed form by post, until such time when you have provided a functional email address to the Company for receiving the same.

You may change your choice of means of receipt and/or language of Corporate Communications at any time by notice in writing to the Company or the Company’s Principal Registrar by post or by email at sinohotels1221-ecom@hk.tricorglobal.com. If you have any difficulty in viewing the Website Version or gaining access to the Company’s website, upon your request in writing, the printed version of the Corporate Communications will be sent to you free of charge.

If you elect to receive all future Corporate Communications in printed form, your request will be valid unless being revoked or superseded or until the time when the Company publishes its next annual report in the following year (whichever is earlier). Further request in writing to the Company or the Company’s Principal Registrar by post or by email at sinohotels1221-ecom@hk.tricorglobal.com will be required if you prefer to continue receiving printed copy of future Corporate Communications.

Please note that: (a) both the printed English and Chinese versions of Corporate Communications will always be available from the Company or the Company’s Principal Registrar on request; and (b) the Website Version of Corporate Communications in English and Chinese will be available from the date of despatch on the Company’s website at www.sino.com and the website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk.

Should you have any queries relating to this letter, please call the hotline of the Company’s Principal Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,

For and on behalf of
Sino Hotels (Holdings) Limited
Fanny Cheng Siu King
Company Secretary

Encl.

Notes:

1. “Corporate Communications” refer to any documents issued or to be issued by the Company for your information or action, including but not limited to: (a) directors’ report, annual accounts together with auditor’s report and, where applicable, summary financial report; (b) interim report and, where applicable, summary interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.
2. “Actionable Corporate Communications” refer to any Corporate Communications that seek instructions from Shareholders on how they wish to exercise their rights or make an election as Shareholders including but not limited to, election forms in connection with a dividend payment, excess application forms in connection with a rights issue or open offer, application forms for assured entitlement under an open offer, acceptance forms in connection with takeovers, mergers and share buy-backs, and provisional allotment letters in connection with a rights issue.

Reply Form

To: Sino Hotels (Holdings) Limited (the “Company”)
(An exempted company incorporated in the Cayman Islands with limited liability)
c/o Tricor Friendly Limited
17/F, Far East Finance Centre,
16 Harcourt Road,
Hong Kong.

I/We would like to receive all future Corporate Communications of the Company in the manner as indicated below:

(Please tick **ONLY ONE** box of the following Options (a) to (d))

Website Version Option

- (a) to read all future Corporate Communications published on the Company’s website at www.sino.com (the “Website Version”) in lieu of receiving printed copies, and to receive notifications of the publication of the Corporate Communications on the Company’s website by email; **OR**

Email address: _____

(Please provide the email address in English Capital Letters (in legible handwriting if you are filling in the email address by hand) and the email address will be used for the purpose of receiving (i) notification letters for the publication of all future Corporate Communications on the Company’s website (the “Notification Letters”); and (ii) all future Actionable Corporate Communications in electronic form by email. If no email address is provided or the email address provided by you is not functional, you will receive all future Notification Letters and Actionable Corporate Communications by post (to your address as appearing on the Company’s register of members), until such time when you provide a functional email address to the Company for receiving the same.)

Printed Version Options (Note 5)

- (b) to receive the printed **English version** of all future Corporate Communications only; **OR**
- (c) to receive the printed **Chinese version** of all future Corporate Communications only; **OR**
- (d) to receive **both the printed English and Chinese versions** of all future Corporate Communications.

Shareholder’s full name: _____ Signature: _____

Contact telephone number: _____ Date: _____

Notes:

- Please complete **all** your details clearly. **Any Reply Form that has not been completed clearly or otherwise incorrectly completed will be void.** If your shares are held in joint names, all joint holders or the shareholder whose name stands first on the register of members in respect of the joint holding should sign on this Reply Form in order to be valid.
- If the Company does not receive the completed Reply Form or a response indicating objection from you by 9th April, 2024 and until the Company is informed by you by notice in writing, you will be deemed to have consented to accessing all future Corporate Communications by means of the Website Version and you will receive printed copy of (i) Notification Letters; and (ii) all future Actionable Corporate Communications by post.**
- By choosing to read all future Corporate Communications on the Company’s website in lieu of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communications in printed form.
- The above instruction for choosing the Website Version option will apply to all future Corporate Communications to be sent to Shareholders until you notify the Company otherwise by notice in writing.
- This request for printed version of all future Corporate Communications will be valid unless being revoked or superseded or until the time when the Company publishes its next annual report in the following year (whichever is earlier). Further request in writing to the Company or the Company’s Principal Registrar by post or by email at sinohotels1221-ecom@hk.tricorglobal.com will be required if you prefer to continue receiving printed copy of future Corporate Communications.
- Shareholders may at any time choose to change their choice of language and means of receipt of all future Corporate Communications from the Company by giving notice in writing to the Company or the Company’s Principal Registrar by post or by email at sinohotels1221-ecom@hk.tricorglobal.com. For the avoidance of doubt, the Company does not accept any special instructions written on this Reply Form.
- “Corporate Communications” refer to any documents issued or to be issued by the Company for your information or action, including but not limited to: (a) directors’ report, annual accounts together with auditor’s report and, where applicable, summary financial report; (b) interim report and, where applicable, summary interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.
- “Actionable Corporate Communications” refer to any Corporate Communications that seek instructions from Shareholders on how they wish to exercise their rights or make an election as Shareholders including but not limited to, election forms in connection with a dividend payment, excess application forms in connection with a rights issue or open offer, application forms for assured entitlement under an open offer, acceptance forms in connection with takeovers, mergers and share buy-backs, and provisional allotment letters in connection with a rights issue.

PERSONAL INFORMATION COLLECTION STATEMENT

“Personal Data” in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance, Cap 486 (“PDPO”), which will include your name, contact telephone number and email and registered address.

Your supply of Personal Data is on a voluntary basis for the purpose of processing your request for receiving Corporate Communications in your chosen manners (the “Purposes”). However, failure to supply your Personal Data may result in us or our third party service providers unable to process your request for the Purposes. We may transfer your Personal Data to our subsidiaries, Principal Registrar, agent, contractor, third party service provider and/or other bodies who provides administrative, computer and other services to us for use in connection with the Purposes and to such parties who are authorized by law to request the information or are otherwise relevant for the Purposes and need to receive the information. Your Personal Data will be retained for such period as may be necessary to fulfill the Purposes and for our verification and record purposes.

You have the right to request access to and/or correction of 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 and sent by mail to the Data Privacy Officer of Tricor Friendly Limited at the above address.

Please cut the mailing label and stick it on the envelope to return this Reply Form to us.
No postage stamp necessary if posted in Hong Kong.

MAILING LABEL

Tricor Friendly Limited
Freeport No. 10 GPO
Hong Kong