

(Stock Code: 924)

15 March 2024

Dear Registered Shareholders,

## Arrangement of 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 (the "Listing Rules") effective on 31 December 2023 and the second amended and restated memorandum and articles of association (the "Articles of Association") of Khoon Group Limited (the "Company"), the Company will disseminate future corporate communications, 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 (the "Corporate Communications") to you by electronic mean.

Both the English and Chinese versions of all future Corporate Communications will be available electronically on the Company's website at <u>www.khoongroup.com</u> and the website of The Stock Exchange of Hong Kong Limited (the "**HKEx's website**") at <u>www.hkexnews.hk</u> (the "**Website Version**") in place of printed copies. A notice of publication of the Website Version of the Corporate Communications ("**Notice of Availability**") will be sent by the Company to the shareholders by email or by post (only if the Company does not possess the functional email address of a shareholder) on the publication date of the Corporate Communications.

In order to provide your electronic contact details for future communication with the Company, please fill in your details in the enclosed reply form (the "**Reply Form**"), sign and return it by post to the Company c/o the branch share registrar and transfer office of the Company in Hong Kong, Boardroom Share Registrars (HK) Limited (the "**Hong Kong Branch Share Registrar**"), at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong using the address label printed on the Reply Form or by email to <u>924-ecom@boardroomlimited.com</u>. If you post your Reply Form within Hong Kong, you may use the prepaid mailing label on the Reply Form without affixing a stamp when returning your Reply Form. Otherwise, please affix an appropriate stamp.

To support environmental protection and enhance efficient communication with you, the Company encourages you to access the Corporate Communications through the Company's website or HKEx's website in place of receiving printed copies by mail. If the Company does not receive the duly completed and signed Reply Form or any response in writing indicating any objection to access the Corporate Communications by electronic means through the Company's website or HKEx's website, you will be regarded to have consented to receive the Website Version for all future Corporate Communications. The Company may, subject to any necessary amendments to its Articles of Association being approved by the shareholders of the Company, cease sending the Notice of Availability to its shareholders in the future. You are encouraged to proactively monitor the availability and access all the future Website Version of Corporate Communications on the Company's website and the HKEx's website by yourself.

Please note that:

- (1) both printed copies of the English and Chinese versions of the Corporate Communications will be available from the Company or the Hong Kong Branch Share Registrar upon written request;
- (2) for actionable Corporate Communications which seek instructions from you on how you wish to exercise your rights or make an election as a shareholder of the Company, including but not limited to, (a) election forms in connection with a dividend payment, (b) excess application forms in connection with a rights issue or open offer, (c) applications forms for assured entitlement under an open offer, (d) acceptance forms in connection with takeovers, mergers and share buy-backs, and (e) provisional allotment letters in connection with a rights issue (the "Actionable Corporate Communications"), the Company will send it to you individually and in electronic form if your email address has been provided to the Company. If no email address is given by you or the email address provided is not functional, the Company will send you a printed copy of the Actionable Corporate Communications together with a request form for soliciting your functional email address by post at your address as it appears in the Company's register of members; and
- (3) it is the responsibility of you to provide an email address that is functional. If the Company does not possess the email address of you or the email address provided is not functional, the Company will act according to the above arrangements. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by you without receiving any "non-delivery message".

You are entitled at any time by reasonable notice in writing to the Company c/o the Hong Kong Branch Share Registrar or by email to <u>924-ecom@boardroomlimited.com</u> (a) to request for receiving the Corporate Communications and Actionable Corporate Communications in printed form whereby the Company will provide the printed copy of the Corporate Communications and/or Actionable Corporate Communications to you free of charge, or (b) if you have any queries relating to the above. Please note that the request for printed copy of Corporate Communications and Actionable Corporate Communications and Actionable Corporate Communications will be valid for one year from the receipt date of request unless being revoked or superseded (whichever is earlier).

By order of the Board Khoon Group Limited Ang Jui Khoon Chairman and Executive Director

# **Khoon Group Limited**

# 坤集團有限公司

(Incorporated in the Cayman Islands with limited liability) (Stock Code: 924)

# **Reply Form**

To: Khoon Group Limited (the "Company")

c/o Boardroom Share Registrars (HK) Limited 2103B, 21/F, 148 Electric Road North Point, Hong Kong

Please complete either Part A or B below by marking ONE "X".

#### Part A

I/We would like to receive all future Corporate Communications<sup>1</sup> and Actionable Corporate Communications<sup>2</sup> of the Company in the manner indicated below:

to access all future Corporate Communications by electronic means through the Company's website and the website of The Stock Exchange of Hong Kong Limited in place of receiving printed copies by mail, and receive the Notice of Availability<sup>3</sup> (if applicable) and the future Actionable Corporate Communications (if applicable) to my/our email address below.

												_			_				
																			4
																			1

Please provide the email address in English Block Letters and the email address will solely be used for receiving the Notice of Availability and the electronic form of Actionable Corporate Communications.

By selection of Part A and after providing your email address, you have expressly consented to waive the right to receive all future Corporate Communications and Actionable Corporate Communications in printed copy.

#### <u>Part B</u>

℅..

I/We would like to receive the future Corporate Communications, Actionable Corporate Communications and Notice of Availability (if applicable) of the Company in the manner indicated below and noted that this instruction is valid only for one year starting from the receipt date of instruction:

(Please mark "X" ONLY ONE box below)

in printed copy in English ONLY; or

in printed copy in Chinese ONLY; or

in printed copy in BOTH English and Chinese.

### If you have completed Part A, you are not required to select in Part B.

Name <sup>#</sup>	Contact telephone number										
(Please use ENGLISH BLOCK LETTERS)											
	Date										
# You are required to fill in the details if you download the Reply Form from the Compa	my's website.										
Notes:											
1. 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) directors y financial report; (b) interim report and, where applicable, summary interim report; (c) the quarterly report, if any; (d										
	as from the shareholders of the Company on how they wish to exercise their rights or make elections as the Company's										
3. Notice of Availability refers to the notification of publication of the Corporate Communications on	he websites of the Company and The Stock Exchange of Hong Kong Limited. te Communications and send you Actionable Corporate Communications by email if you provide non-functional electronic										
contact details.											
	your shares are held in joint names, all of the joint shareholders should jointly sign the Reply Form in order to be valid. ne request for printed copy shall be valid only for one year from the receipt date of request unless being revoked or superseded (whichever is earlier). Further request in writing will be required if you prefer to continue										
receiving printed copy of future Corporate Communications and Actionable Corporate Communications (if applicable).											
<ol> <li>You are entitled at any time by reasonable notice in writing to the Company c/o Boardroom Shar Communications, the Company will promptly upon your notice send the printed copy of the Corpor</li> </ol>	e Registrars (HK) Limited or by email to <u>924-ecom@boardroomlimited.com</u> to request for a hard copy of the Corporate										
<ol> <li>For the avoidance of doubt, the Company does not accept any special instructions written on the Re</li> </ol>											
9. If more than one email addresses are provided, the Company will only adopt the first email address	If more than one email addresses are provided, the Company will only adopt the first email address as set out above.										
<ol> <li>For details of the arrangement on Electronic Dissemination of Corporate Communications, please r</li> <li>Any Reply Form with no signature or otherwise incorrectly completed will be void.</li> </ol>	For details of the arrangement on Electronic Dissemination of Corporate Communications, please refer to the "Investor Relations" section in the Company's website.										
	ATION COLLECTION STATEMENT										
"Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) O	rdinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). Your Personal Data provided in this Reply Form will be used										
	rporate Communications and Corporate Communications and to liaise with you on other matters relating to your holding										
	he Personal Data may result in the Company being unable to process your instructions and/or requests given on the Reply h share registrar and transfer office in Hong Kong, Boardroom Share Registrars (HK) Limited, unless it is required by law										
	the right to request for access to and/or correction of your Personal Data in accordance with the provisions of the PDPO										
Any such request for access to and/or correction of your Personal Data should be made in writing to the Pe	rsonal Data Privacy Officer of Boardroom Share Registrars (HK) Limited at 2103B, 21/F, 148 Electric Road, North Point										
Hong Kong.											
	MAILING LABEL										
	寶德隆證券登記有限公司										
Please cut the mailing label and stick this on the envelope											
to return the Reply Form to us.	Boardroom Share Registrars (HK) Limited										
No postage stamp necessary if posted in Hong Kong.	簡便回郵號碼 Freepost No. 37 WCH										

Х

香港 Hong Kong