



XINGFA ALUMINIUM HOLDINGS LIMITED

興發鋁業控股有限公司

(Incorporated in Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號：98)

26 March 2024

Dear registered shareholder(s),

New Arrangements on Dissemination of Actionable Corporate Communications and Corporate Communications

Pursuant to the new 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**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that has come into effect on 31 December 2023, Xingfa Aluminium Holdings Limited (the “**Company**”) is writing to inform you that it will disseminate its future Actionable Corporate Communications¹ and Corporate Communications² in the manner as described herein.

(i) Actionable Corporate Communications

The Company will send the Actionable Corporate Communications to you individually in electronic form by email. If you do not provide an email address to the Company or the email address provided is not functional, the Company will send the Actionable Corporate Communications to you by post in printed form together with a request form for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

(ii) Corporate Communications

The Company will make the future Corporate Communications available on its website (www.xingfa.com) and the Stock Exchange’s website (www.hkexnews.hk).

If the Corporate Communications to be issued involve the Company’s directors’ report, annual financial statements, auditors’ report, interim report (and, where applicable, summary interim report) and/or summary financial statement, a notice of publication of the Website Version³ of such Corporate Communications will be sent by the Company to you by post on the publication date of such Corporate Communications. Whereas for other kinds of Corporate Communications, a notice of publication of the Website Version of such Corporate Communications will be sent by the Company to you by email or by post (only if you do not provide an email address to the Company or the email address provided is not functional) on the publication date of the Corporate Communications. You may also subscribe for electronic alerts, such as the News Alert Service on the Stock Exchange’s website, to receive instant notification of the Company’s announcements.

Provision of your email address to the Company and request for printed copy of Corporate Communications and Actionable Corporate Communications

In support of electronic communication by email, the Company recommends you to provide the Company with your email address at any time in future by reasonable notice in writing to the Company’s branch share registrar in Hong Kong, Computershare Hong Kong Investor Services Limited (the “**Share Registrar**”), at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong. In this regard, please complete the enclosed Reply Form in accordance with the instructions printed thereon and sign and return it by post or by hand to the Share Registrar. You may also email a scanned copy of the duly completed and signed Reply Form to the Share Registrar at xingfa.ecom@computershare.com.hk.

If you would like to receive a printed copy of future Actionable Corporate Communications and Corporate Communications or, if you have difficulty in gaining access to the Corporate Communications posted on the Company’s website and/or receiving Actionable Corporate Communications in electronic form by email for any reason, the Company will, upon receipt of your request in writing to the Share Registrar, send future Actionable Corporate Communications and Corporate Communications to you in printed form free of charge. In this regard, please complete the enclosed Reply Form in accordance with the instructions printed thereon and sign and return it by post or by hand to the Share Registrar. You may also email a scanned copy of the duly completed and signed Reply Form to the Share Registrar at xingfa.ecom@computershare.com.hk. **Please note that such request for printed copy shall be valid for one year starting from the receipt date of your instruction 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 Actionable Corporate Communications and Corporate Communications.

You may at any time in future change your email address, choice of language of the printed copy of and/or means of receipt of future Actionable Corporate Communications and Corporate Communications by request in writing to the Share Registrar with reasonable notice or by completing the “Form of provision of email address, hardcopy request and preference in the means of corporate communications” published under the section Investor Relations on the Company’s website (www.xingfa.com).

Should you have any queries relating to this letter, please send an email to xingfa.ecom@computershare.com.hk or contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Monday to Friday, excluding public holidays in Hong Kong.

On behalf of the Board
Xingfa Aluminium Holdings Limited
WANG Li
Chairman

Notes:

1. Actionable Corporate Communication is any corporate communication that seeks instructions from holders of the Company’s securities (the “**Shareholders**”) on how they wish to exercise their rights or make an election as the Shareholders.
2. Corporate Communications refer to any document(s) issued or to be issued by the Company for the information or action of the Shareholders 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.
3. The version of Corporate Communications being published, in both English and Chinese, on the Company’s website and the Stock Exchange’s website.

Reply Form 回條

To: **Computershare Hong Kong Investor Services Limited**
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wanchai, Hong Kong

致：香港中央證券登記有限公司
香港灣仔皇后大道東 183 號
合和中心 17M 樓

Provision of email address and/or request for printed copy of Corporate Communications^{Note 1} and Actionable Corporate Communications^{Note 2}

提供電子郵件地址及/或要求提供企業通訊^{Note 1}和可供採取行動的企業通訊^{Note 2}的印刷本

Email address (Notes 3.4 / 附註 3.4)	I/we hereby provide my/our email address by scanning the personalized QR code/ in writing (please delete as appropriate) for receipt of future Corporate Communications and Actionable Corporate Communications of the Company	Personalized QR Code 專屬二維碼
電郵地址	本人/吾等現以掃描專屬二維碼/以書面(請刪去不適用者)提供本人/吾等之電子郵件地址,以接收公司日後的企業通訊及可供採取行動的企業通訊	
(You are NOT required to return this Reply Form if your email address has been provided by scanning the personalized QR code.)		
(如已透過專屬二維碼提供電子郵件地址,閣下則無須交回本回條。)		
Email address 電郵地址:	<input type="text"/>	
I/we hereby request for receipt of future Corporate Communications and Actionable Corporate Communications in printed form and note that this request is valid only for one year starting from the receipt date of instruction. (Please mark "✓" in one of the boxes below, if applicable) ^(Note 8)		
本人/吾等現要求收取日後企業通訊及可供採取行動的企業通訊之印刷本,並已知悉本請求自收取指示日期起計一年內有效。(如適用,請在以下其中一個方格內劃上「✓」號) ^(Note 8)		
<input type="checkbox"/> English Version 英文版本 <input type="checkbox"/> Chinese Version 中文版本 <input type="checkbox"/> English and Chinese Version 英文及中文版本		
Name of Securities holder(s) 證券持有人姓名:	Name of the listed company 上市公司名稱:	
Xingfa Aluminium Holdings Limited 興發鋁業控股有限公司		

Signature(s): (Notes 5,6)
簽名: (附註 5,6)

Contact number:
聯絡電話號碼:

Date:
日期:

Notes 附註:

- Corporate Communications refer to any document(s) issued or to be issued by the Company for the information or action of the holders of the Company's shares (the "Shareholders") 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.
企業通訊指本公司發佈或將予發佈以供其股東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)通告;及(g)代表委任表格。
- Actionable Corporate Communication is any corporate communication that seeks instructions from the Shareholders on how they wish to exercise their rights or make an election as the Shareholders.
可供採取行動的公司企業通訊指任何涉及要求本公司的股東指示其擬如何行使其有關本公司股東的權利的公司企業通訊。
- If the Company does not receive a functional email address in your reply, you will be unable to receive notifications regarding the publication of Corporate Communications.
如公司沒有收到閣下的有效電子郵件地址,閣下將無法收到有關發佈企業通訊的通知。
- If you provide more than one email address by QR code, email, reply form and/or other means, only the latest email address provided will be registered.
如閣下通過二維碼、電郵、回條或其他方式提供多於一個的電子郵件地址,只有閣下最後提供的電子郵件地址將會被用於登記。
- Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid.
請清楚填寫閣下之所有資料。如屬聯名股東,則本回條須由所有聯名股東聯合簽署,方為有效。
- Any Reply Form with no signature or otherwise incorrectly completed will be void.
任何回條若未有簽署或在其他方面填寫不正確,則本回條將會作廢。
- For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.
為免存疑,在本回條上的任何額外指示,本公司將不予處理。
- If you mark "✓" in the box, no email address will be registered and only Corporate Communications and Actionable Corporate Communications in printed form will be received.
如閣下在方格內劃上「✓」號,將不會有電子郵件地址被登記,並只會收取企業通訊及可供採取行動的企業通訊的印刷版。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

(i) "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").

本聲明中所指的「個人資料」與香港法例第486章《個人資料(私隱)條例》(「私隱條例」)中「個人資料」的涵義相同。

(ii) Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and Actionable Corporate Communications and to liaise with you on other matters relating to your shareholdings in the Company. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form.

閣下於本回條所提供的個人資料將用於(包括但不限於)有關本公司以電子方式發佈企業通訊及就閣下持有的本公司股份有關的其他事宜上與閣下聯絡。閣下是自願向本公司提供個人資料。若閣下未能提供足夠資料,本公司可能無法處理閣下在本回條上所載的指示及/或要求。

(iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.

本公司可就任何所說明的用途或在法例規定的情況下,將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處,及/或其他公司或團體,並將在適當期間保留該等個人資料作核實及紀錄用途。

(iv) You have the right to request 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 in writing, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at PrivacyOfficer@computershare.com.hk.

閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶登記處(地址為香港灣仔皇后大道東 183 號合和中心 17M 樓)向香港隱私主任提出,或發送電郵至 PrivacyOfficer@computershare.com.hk。

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited
香港中央證券登記有限公司
Freepost No. 簡便回郵號碼: 37
Hong Kong 香港

Please cut the mailing label and stick it on an envelope
to return this form to us.

No postage is necessary if posted in Hong Kong.

當閣下寄回此表格時,請將郵寄標籤剪貼於信封上。

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