



Established 1886

## THE WHARF (HOLDINGS) LIMITED

九龍倉集團有限公司

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立的有限公司)

Stock Code 股份代號: 4

11 April 2024

**To: Shareholders who are recipients of printed copies of corporate communications (as defined in the Listing Rules)**

The English and Chinese versions of various latest corporate communications (the “Current Corporate Communications”) of The Wharf (Holdings) Limited (the “Company”), including, *inter alia*, the Annual Report for the year 2023 (the “Annual Report 2023”) for which separate printed versions in the English language and the Chinese language respectively, have been published and printed copies thereof are enclosed. Both the English and Chinese versions of the Current Corporate Communications are also available on the Company’s website at [www.wharfholdings.com](http://www.wharfholdings.com). For those Shareholders who have previously selected to receive printed copy(ies) of only the English version or only the Chinese version of corporate communications, a printed copy of the Annual Report 2023 in only the language version as selected is delivered to each of them. If you are one of those Shareholders and wish to also receive a printed copy of the Annual Report 2023 in the language that you have not received, you may complete the request form (the “Request Form”) on the reverse side of this letter and sign and return it by post (no postage stamp is required if delivered within Hong Kong by using the mailing label provided therein) or by hand delivery to the Company c/o the Company’s Share Registrar (the “Share Registrar”), Tricor Tengis Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, or by sending an email for the purpose (containing your full name(s) in English, address and contact telephone number (the “Personal Particulars”), and also the relevant words regarding your request) to [wharfholdings-ecom@hk.tricorglobal.com](mailto:wharfholdings-ecom@hk.tricorglobal.com).

**Please note that if no notice<sup>Note</sup> to change the means of receiving future corporate communications is received by the Company from you, you would for the time being be regarded by the Company as having chosen to continue to receive printed copies of corporate communications of the Company in future (in accordance with any such choice of language(s) as may have been previously made by you).**

Sustainability Report 2023 of the Company, in both English and Chinese versions, is published in electronic form only and now accessible on the Company’s website at [www.wharfholdings.com](http://www.wharfholdings.com) (by clicking “Sustainability Reports” under “Sustainability” section on the home page) and the website of Hong Kong Exchanges and Clearing Limited at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries in relation to this letter, please contact the Share Registrar’s Customer Service Hotline at (852) 2980-1333 between 9:00 a.m. and 6:00 p.m., Monday to Friday (excluding Hong Kong public holidays).

**The Wharf (Holdings) Limited**

*Note:* Notwithstanding any choice previously made by Shareholder(s) and communicated to the Company, Shareholder(s) is/are given the option (which may be exercised at any time by giving reasonable prior notice in writing to the Company) of changing his/her/their choice of printed language version(s) to English only or Chinese only or both English and Chinese for receiving future corporate communications, or changing the choice of receiving future corporate communications to using electronic means instead of printed version (or vice versa). Such notice of change of choice should contain the Personal Particulars of the Shareholder(s) together with the relevant words regarding the request for the change of choice, and should be sent to the Company, c/o the Share Registrar, by post or by hand delivery, or via email to [wharfholdings-ecom@hk.tricorglobal.com](mailto:wharfholdings-ecom@hk.tricorglobal.com).

**致：收取公司通訊(按《上市規則》所界定)印刷本的股東**

九龍倉集團有限公司(「本公司」)最近期的多份公司通訊(「是次公司通訊」)的中英文版本現已刊發，其中包括二〇二三年年報(其印刷本分別以英文及中文兩種語文編製)，現隨函附奉該等公司通訊的印刷本。是次公司通訊的中英文版本亦已上載到本公司網站[www.wharfholdings.com](http://www.wharfholdings.com)。就之前已選擇僅收取英文版本或僅收取中文版本的公司通訊印刷本的股東而言，本公司現向其送遞的二〇二三年年報印刷本乃其所選擇的單一語文版本。若閣下為該等股東之一，而欲收取閣下沒有收到的語文版本的二〇二三年年報印刷本，閣下可填妥在本函背面的要求表格(「要求表格」)，簽署並以郵寄(在本港投寄無需貼上郵票，請使用所提供之郵寄標籤)或人手送遞方式交回本公司(由本公司股份過戶登記處(「股份過戶登記處」)卓佳登捷時有限公司代收，其地址為香港夏慤道16號遠東金融中心17樓)，或電郵至[wharfholdings-ecom@hk.tricorglobal.com](mailto:wharfholdings-ecom@hk.tricorglobal.com)索取，電郵須內載閣下的英文全名、地址及聯絡電話號碼(「個人資料」)，以及要求索取的印刷本。

謹請垂注，若本公司未有收到閣下欲更改日後公司通訊之收取方式的相關通知<sup>附註</sup>，則閣下會被本公司暫定視為已選擇日後繼續收取本公司公司通訊的印刷本，若閣下於以前已曾作出相關的語文選擇，本公司則會按照閣下的選擇予以送遞。

本公司的二〇二三年可持續發展報告(英文及中文版本)只以電子形式發布，並已上載到本公司網站[www.wharfholdings.com](http://www.wharfholdings.com)(可在主頁點擊「可持續發展」一欄下的「可持續發展報告」)及香港交易及結算所有限公司網站[www.hkexnews.hk](http://www.hkexnews.hk)供閱覽。

如閣下對本函有任何疑問，請於星期一至五(香港公眾假期除外)上午九時至下午六時，致電股份過戶登記處客戶服務熱線(852) 2980-1333查詢。

九龍倉集團有限公司

二〇二四年四月十一日

*附註：* 無論股東之前曾否作出任何選擇並將相關選擇通知本公司，股東皆擁有選擇權(可隨時向本公司發出合理時間的書面事先通知行使該選擇權)，以更改其日後收取公司通訊的選擇，包括就收取印刷本而言，更改為只收取英文版本，或只收取中文版本，或同時收取中英文兩個版本，又或就收取日後公司通訊的方式而言，由印刷本更改為使用電子方式(反之亦然)。相關的更改選擇通知須內載相關股東的個人資料以及更改選擇的指示字句，以郵寄或人手送遞方式送達本公司(由股份過戶登記處代收)，或電郵至[wharfholdings-ecom@hk.tricorglobal.com](mailto:wharfholdings-ecom@hk.tricorglobal.com)。

Ref. 00004-5



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For use only by those Shareholders who have chosen to receive single language version of Corporate Communications<sup>3</sup>  
僅供已選擇收取公司通訊<sup>3</sup>單一語文版本的股東使用

### REQUEST FORM 要求表格

**To: The Wharf (Holdings) Limited** (the “Company”)  
(Stock Code: 4)  
c/o Tricor Tengis Limited (the “Share Registrar”)  
17/F, Far East Finance Centre,  
16 Harcourt Road, Hong Kong

致: 九龍倉集團有限公司(「本公司」)  
(股份代號: 4)  
由卓佳登捷時有限公司(「股份過戶登記處」)代收  
香港夏愨道16號  
遠東金融中心17樓

(Please mark “✓” in **ONLY ONE** of the following boxes)  
(請只選取下列其中一個空格劃上「✓」號)

I/We have already received a printed copy of only the Chinese version of the Annual Report 2023, and I/we would now like to also receive a printed copy of its English version.  
本人/吾等已收到二〇二三年年報的中文版印刷本, 現欲再收取其英文版印刷本。

**OR 或**

I/We have already received a printed copy of only the English version of the Annual Report 2023, and I/we would now like to also receive a printed copy of its Chinese version.  
本人/吾等已收到二〇二三年年報的英文版印刷本, 現欲再收取其中文版印刷本。

**Name(s) of Shareholder(s)**  
股東姓名

**Signature**  
簽署

Please use **BLOCK CAPITAL** 請用正楷填寫

**Contact telephone number**  
聯絡電話號碼

**Date**  
日期

Notes 附註:

- If your shares are held in joint names, the Shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Request Form in order to be valid.  
如閣下的股份屬聯名持有, 則就聯名持有相關股份在本公司股東名冊上名列首位的股東簽署本表格方為有效。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form.  
為免出現疑問, 任何在本要求表格上手寫的額外指示, 將不予受理。
- “Corporate Communications” refer to annual/interim reports, notices, circulars, proxy forms of the Company, including any “Corporate Communication” as defined in the Listing Rules.  
「公司通訊」指本公司的年報/中期報告書、通告、通函、代表委任表格(包括《上市規則》所界定的任何「公司通訊」)。

### Personal Information Collection Statement 收集個人資料聲明

Your supply of your name(s) and other personal data is on a voluntary basis for the purpose of processing your instructions as stated in this Request Form for receiving the Corporate Communications (the “Purposes”). We may transfer such data provided by you to our Share Registrar and agent(s) for the Purposes or such other parties who are authorised by law to request the information. The 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 correction of the relevant personal data in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486 of the laws of Hong Kong) and any such request should be made in writing to the Personal Data Privacy Officer of Tricor Tengis Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.  
閣下是自願提供閣下的姓名及其它個人資料, 以用於處理閣下在本要求表格上所述有關收取公司通訊的指示(「該等用途」)。我們可能就該等用途向股份過戶登記處及代理人, 或其他獲法例授權而要求取得有關資料的人士轉交此等資料。閣下所提供的資料將保留一段時間, 以便我們進行核實及記錄。閣下有權隨時按照香港法例第486章《個人資料(私隱)條例》要求存取及/或更正相關個人資料。任何有關要求均須以書面方式向卓佳登捷時有限公司(地址為香港夏愨道16號遠東金融中心17樓)的個人資料私隱主任提出。

Ref. 00004-6

Please cut and stick the mailing label (on the right) on the envelope to return this Request Form to us.  
**No postage stamp is required for local mailing.**

當閣下寄回此要求表格時,  
請將右方的郵寄標籤剪貼於信封上。  
如在本港投寄, 閣下無需貼上郵票。

Mailing Label 郵寄標籤

**Tricor Tengis Limited**  
卓佳登捷時有限公司  
Freepost No. 簡便回郵號碼 10 GPO  
Hong Kong 香港  
**The Wharf (Holdings) Limited (九龍倉集團有限公司) (4)**