(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立

(Stock Code 股份代號: 03828)

### NOTIFICATION LETTER 通知信函

22 April 2024

Dear Registered Shareholder(s),

Ming Fai International Holdings Limited (the "Company")

Notice of Publication of 2023 Annual Report, Circular in relation to the 2024 Annual General Meeting and Proxy Form (the "Current **Corporate Communications**")

The English and Chinese versions of the Current Corporate Communications of the Company are available on the HKEXnews website at www.hkexnews.hk and the Company's website at www.mingfaigroup.com. For any reason if you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company's website, please send your request (specifying your name, address and request) by email at mingfai.ecom@computershare.com.hk or by notice in writing to the Company's Hong Kong share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. The Company will upon receipt of your request in writing send the Current Corporate Communications to you in printed form free of charge.

## **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 Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, 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, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the HKEXnews website at www.hkexnews.hk and the website of the Company at www.mingfaigroup.com in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code printed on the enclosed reply form (the "Reply Form"). Alternatively, you may sign and return the Reply Form to the Share Registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Share Registrar, you will (i) be unable to receive any notifications regarding the publication of Corporate Communications; and (ii) need to proactively check the Company's website and the HKEXnews website to keep up with the publication of Corporate Communications, and (iii) the Company will send the Actionable Corporate Communications (Note) in printed form in the future.

If you want to receive the Corporate Communications in printed form, please complete the enclosed Reply Form and send it to the Share Registrar or send an email to mingfai.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

> By order of the Board Ming Fai International Holdings Limited CHING Chi Fai Chairman

Actionable Corporate Communications mean any corporate communications that seeks instructions from the Company's securities holders on how they wish to exercise their Note: rights or make an election as the Company's securities holders.

For identification purpose only

各位登記股東:

# 明輝國際控股有限公司(「本公司」) - 2023 年年報、有關 2024 年股東週年大會通函及代表委任表格(「本次公司通訊文件」)之發佈通知

本公司的本次公司通訊文件之英文版和中文版均已上載至港交所披露易網站(<u>www.hkexnews.hk</u>)及本公司網站(<u>www.mingfaigroup.com</u>)。 閣下若因任何理由以致在收取或接收載於本公司網站的本次公司通訊文件出現任何困難, 閣下可將要求(註明 閣下的姓名、地址及要求)發送電子郵件至mingfai.ecom@computershare.com.hk或以書面方式郵寄至本公司的香港股份過戶登記處(「**股份過戶處**」)香港中央證券登記有限公司,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。本公司將在收悉 閣下之書面要求 閣下免費寄發本次公司通訊文件的印刷本

## 以電子方式發佈公司通訊之安排

根據香港聯合交易所有限公司證券上市規則第 2.07A 條,本公司謹此通知 閣下,本公司已採納以電子方式發佈公司通訊(「**公司通訊**」)之安排,該公司通訊是指本公司發出或將予發出以供其任何證券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、本公司的年度 賬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) 會議通知; (d) 上市文件; (e) 通函;及 (f) 代表委任表格

請注意,所有未來公司通訊的英文版和中文版將在港交所披露易網站(www.hkexnews.hk)和本公司網站(www.mingfaigroup.com)上提供,以代 替印刷本。

## 徵集電子聯絡資料

為確保及時收到最新的公司通訊,本公司建議 閣下透過掃描本函背頁之回條(「**回條**」)上列印的 閣下專屬二維碼來提供 閣下的電子郵件地 址。 或者, 閣下也可以簽署回條並交回本公司的股份過戶處香港中央證券登記有限公司,地址為香港灣仔皇后大道東 183 號合和中心 17**M** 

如果本公司沒有在閣下的回覆收到閣下的有效電子郵件地址,直至股份過戶處收到閣下有效的電子郵件地址前,閣下將(i)無法收到任何有關刊發公司通訊的通知;及(ii)需要主動查看本公司網站和港交所披露易網站以留意公司通訊的刊發,以及(iii)本公司未來將以印刷版形式發送可供採取行動的公司通訊《Mexi》。

若 閣下希望收取公司通訊之印刷版,請填妥回條並交回股份過戶處或發送電子郵件至 mingfai.ecom@computershare.com.hk, 並註明 閣下的姓名、 地址以及收取公司通訊印刷版的要求。 請注意,收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效,此後將過期。

如 閣下對本函件有任何疑問,請於辦公時間星期一至五(香港公眾假期除外)上午 9 時正至下午 6 時正(香港時間)期間致電股份過戶處(852) 2862 8688 查詢

> 承董事會命 明輝國際控股有限公司 程志輝

二零二四年四月二十二日

附註:可供採取行動的公司通訊指任何涉及要求本公司的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊。



Registered holder's Name and Address: 登記股東姓名及地址:

REPLY	<b>FORM</b>	回條
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To: Computershare Hong Kong Investor Services Limited

> (The "Share Registrar") 17M Floor, Hopewell Centre

183 Queen's Road East, Wanchai, Hong Kong

(Please choose ONLY ONE of the options below)

(請從以下選項中**只選擇其中一項**)

香港中央證券登記有限公司 致:

(「股份過戶處」)

香港灣仔皇后大道東 183 號 合和中心 17M 樓

Personalized QR Code 專屬二維碼

Option 1: Provide your email address for receipt of future Corporate Communications\* of the Company via electronic dissemination by scanning your personalized QR code

掃瞄 閣下專屬二維碼提供 閣下之電子郵件地址,以接收本公司通過電子方式 選項1: 發佈的未來公司通訊\*

> You are **NOT required** to return this Reply Form if you choose Option 1. 如 閣下選擇了選項 1 , 閣下無須交回本回條。

Option 2: I/we hereby provide my/our email address i "Company") via electronic dissemination 選項 2: 本人/吾等現以書面提供本人/吾等之的電子記 Name of Securities holder(s) 證券持有人姓名:	郵件地址·以收取以下上市公司(「本公司」 Name of the listed company 上	)通過電子方式發佈的未來公司通訊。 市公司名稱:		
Ming Fai International Holdings Limited 明輝國際控股有限公司				
Email address 電郵地址: (Notes 3 / 附註 3)	为件图(功)(以 市)			
Option 3:       I/we hereby request for receipt of Corporate Communications* in printed form (Please mark "✓" in the box below if applicable)         選項 3:       本人/吾等現要求收取公司通訊*印刷版 (如適用・請在以下方格內劃上「✓」號 )         receive future Corporate Communications* in printed form and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Notes 5)         收取未來公司通訊*的印刷版・並已知悉本指示由收取指示日期起計一年內有效。(例註5)				
Signature(s): <sup>(Notes 1)</sup> 簽名: <sup>(附註 1)</sup>	Contact number: 聯絡電話號碼:	Date: 日期:		
Notes 附註:  1. Please complete all your details clearly. If your shares are held in joint m 請薄楚填妥 圖下之所有資料。如屬聽名股東·則本回條須由所有聯名股東·則本回條須由所有聯名股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。  3. If the Company does not receive a functional email address in your reply, y	be void.			

- 即本公司没有在 層下的回覆收到 層下的月效電子影杆地址 · 層下無法改到有關發标公司語話形的規則。 4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered. 如 層下通過上維碼、電影、回線及/或具他方式提供多於、個的電子影件地址、尺方、層下最後提供的電子影件地址將書越登記。 5. If you mark '♥'' in the box in Option 3. noe email address will be registered and only Corporate Communications\* in printed form will be received. 如 層下在護原3 方格内劃上 「V」號、將不會有電子器件地址被登記及只會收取公司通訊\*約印刷版。 6. For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form. 為免存疑。在本回線上的任何額外指示、本公司將不予處理。

- Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, unterim report, notice of meeting, circular and proxy form. 除茅另海证明,公司编形分析在公司教授起来养爱似的使其任何部券特有人参照或採取行動的任何文件,其中包括但不限於年報、中期報告、會議通告、通過及代表委任表格。

## PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- || 一字ersonal 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").
  本管明中所指的「個人資料」與香港法例第 486 章 (個人資料 (私膳) 條例) (「《私膳條例》」) 中「個人資料」的涵養相同。
  \*\*
  Your Personal Data provided in this Reply Form will be used in connection with, including but not licitized to the Company's electronic dissemination of Corporate Communications\* and to liaise with you on other matters relating to your holdings 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 instructions and/or requests as stated in this Reply Form.

  | 関下於本回條所提供的個人資料辨用於包括但不限於)有關本公司以電子方式發佈公司通訊\*及就 閣下持有本公司證券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 閣下在中国條止所述的指示及或要求。
  \*\*
  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達成在法例規定的情况下。將 閣下的個人資料投資或轉移結本公司的附屬公司、股份過戶處、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。
  \*\*
  Your 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 Privacy Officer® computershare, com.kk.

Mailing Label 郵客標籤

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.

閣下寄回此回條時・請將郵寄標籤剪貼於信封上 如在本港投寄・ 閣下無需支付郵費或貼上郵票。